



Mrs J Nolan
Clerk to the Council

The Parish Council Community Centre
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**Minutes of Review Panel Committee held on
Thursday 15th January 2026 @ 6:20PM**

Attendance

Cllr Sarah Balfour
Cllr Sharon Maiden
Cllr Nathan Bland
Cllr Andy Sherratt

Clerk J Nolan
0 Members of the public in attendance

In the absence of an elected Chair & Vice Chair, the first item of business was to elect a Chair for this meeting only. Cllr Bland was elected to Chair this meeting.

1. Apologies

- 1.1 To receive apologies for absence given in advance of the meeting
- 1.2 To consider the approval of reasons given for absence

1.1 Apologies were **RECEIVED** in respect of Cllr Roberts & Cllr S Sherratt.

1.2 The committee had considered and **APPROVED** the reason given by Cllrs Roberts & Cllr S Sherratt.

2. Declarations of Interests and Dispensations

- 2.1 To receive any declarations of interest not already declared under the Council's Code of conduct or a member's Register of Disclosable Pecuniary Interests on items on the agenda
- 2.2 To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest
- 2.3 To grant any requests for dispensation as appropriate

2.1/2.2/2.3 None to **RECEIVE**.

3. TO CONSIDER FOR APPROVAL THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED ON THE FOLLOWING AGENDA ITEMS. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960)

3.1 It was **AGREED** to move to the private section of the meeting.

4. To receive correspondence from a resident relating to a freedom of information request administered by the Clerk and make recommendation to Council.

4.1 An at length discussion took place and the Clerk was asked questions on the process and action taken to date.

The committee members concluded that action taken by the Clerk had been in line with both Parish Council and ICO process.

It was **RECOMMENDED** that no further action is to be taken in relation to further processing the Freedom of Information Request escalation.

It was also **RECOMMENDED** that the Clerk writes to the resident confirming the outcome of the review for this request and offers the opportunity to discuss the outcome in person with the Clerk and an available member of the Review Panel Committee.

Time Closed: 18:47