

**Summary of the Minutes of the meeting held on Wednesday, 3<sup>rd</sup> December 2025 at 5pm  
in the Assembly Room****Present:**

John Guille (JG) – Chairman  
Natalie Tighe (NT) – Deputy Chair  
Edric Baker (EB)  
Jolie Rose (JR)  
Carol Cragoe (CC)  
Lynda Higgins (LH) – Deputy Treasurer  
William Spooner (WS) – SOO

**PF156.25 Apologies:**

Andrew Miller (AM)  
Sarah Hudson (SH) – Treasurer

**PF157.25 Items deferred from 25<sup>th</sup> November****a) Office matters****i) IT**

New software was needed for the Court. Previously the software had been free of charge but there would now be a charge of £300 a year. The Greffier would need a new laptop which would be compatible with the software. This was approved.

**ii) Work phones**

There were two spare mobiles which were on the Island contract. It was agreed that these could be used by the new SOOs instead of using their personal mobiles. It was suggested that there could be a rota so that one of them was on call at all times in case of emergency.

**PF158.25 Other****a) Sark Liaison Group**

Guernsey would not be able to come over to Sark until March and had offered to have a virtual Sark Liaison Group meeting instead.

**b) Timeline for legislation once approved**

The Committee agreed that the Office should keep a list of pending and active legislation. This would be reviewed early in 2026.

**c) Royal Assent**

Royal Assent had been given for the appointment of Dr McCullough as Sark's Commissioner for Standards and the transfer of the Island Trustees' functions to the Douzaine. The Regulation would be brought to the next P&F meeting to be signed. It would come into force on the 1<sup>st</sup> January 2026. The guidance note for the Code of Conduct needed to be amended and this would be taken to Christmas Chief Pleas.

There would have to be an Extraordinary Chief Pleas Meeting to elect a Deputy Speaker which was planned for the week before the Easter Chief Pleas Meeting. The Ordinance would be brought at Christmas Chief Pleas.

**d) Island Plan update**

The Committee agreed to have a dedicated meeting to discuss the Island Plan in more detail on 11<sup>th</sup> December.

**e) Approved Ports**

The Committee discussed its next steps in looking into whether Sark could become an approved port.

**f) Scrutiny**

The Committee agreed that scrutiny was important and needed and discussed what the constitution of a Scrutiny Committee could be. There was going to be a scrutiny-focused Conseillers' surgery the following Saturday.

**PF159.25 Tax Assessor and Deputy Tax Assessor**

The Committee agreed to extend the deadline until the following Monday.

**PF160.25 SOO recruitment**

Two of the four applicants who had been interviewed remotely would be invited to the Island for in-person interviews in December or early January.

**File Ref: Committee Minutes Summary 2025/Policy and Finance, (33)**