

Thorpe St Andrew Town Council
Minutes of the Finance & Staffing Committee meeting
held on 25 September 2023 at 7:30pm

1 PRESENT:

Mr S Snelling
Mr S Court
Mr J Emsell
Mr J Ward

Mr F Bowe
Ms L Barrett
Mr P Berry

APOLOGIES: Mrs L Skinner

IN ATTENDANCE: Mrs M Barron (CEO), Mrs R McCarthy (OM/RFO), Mrs L Weston (Policy and Committee Officer)

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Court declared an interest in matters relating to item 7 on the agenda.

3 MINUTES OF THE MEETING HELD ON 19 JUNE 2023

The minutes of the meeting held on 19 June 2023 were agreed and signed by the Chairman.

4 PUBLIC PARTICIPATION (LIMITED TO 3 MINS PER SPEAKER)

None

5 PROJECT SPENDING – VERBAL REPORT

The CEO confirmed a list of ongoing projects for consideration to deliver over the next 12 months and allow for budgetary decisions to be included and presented at the next meeting. The committee wanted to prioritise the following projects; Workshop, Morse Regeneration and Fitzmaurice Park.

6 PARKS AND ESTATES EXPENDITURE – VERBAL REPORT

The CEO informed the Cllrs of some additional costs under this budgetary heading; an asbestos survey is required at all premises, essential training needs for the team and a possible RAAC survey.

7 HIRE RATE REVIEW – VERBAL REPORT

The OM/RFO conducted a review of the hire charges, the first since 2020 and made a recommendation for increases to be factored into the new budget for April 2024.

It was **RESOLVED** to accept the increase on the hourly rate for all buildings to £16.50 per hour, unanimously agreed by a show of hands.

It was unanimously agreed by a show of hands with one abstention **RESOLVED** to accept the following changes to the Football charges:

- (i) 2 hours to replace 'session'
- (ii) Raise 'Training Session' cost from £21 to £24
- (iii) All other charges (Adult/Junior/Mini) to increase by 50p per game/2 hours
- (iv) Introduce an admin charge with immediate effect of £20, for any pitch use taken without prior booking

The OM/RFO also recommended to remove the knee rail to facilitate training sessions over the winter months.

Cllr Emsell questioned what if any, agreement is in place for the St Andrews Club House. The CEO will investigate this and the Bowls lease and report back.

ACTION - CEO

8 REVIEW OF ROLES AND TITLES – VERBAL REPORT

The Policy and Committee Officer left the meeting.

The CEO proposed changes to the titles of two officers, the Parks and Estates Supervisor to change to Parks and Estates Manager, the Policy and Committee Officer to change to Administration and Committee Officer.

It was **RESOLVED** with all in favour to amend both job titles, subject to any legal implication.

Further Agenda Items (Not for Discussion)

Cllr Ward requested that the car park next to the pub and residential moorings at River Green be added to the next agenda

The meeting closed at 9.17pm

Signed:

Dated: