



THORPE ST ANDREW TOWN COUNCIL

VIRTUAL FINANCE AND STAFFING COMMITTEE MEETING

Town Hall, Fitzmaurice Park, Pound Lane, Thorpe St Andrew, Norwich, NR7 0SR
Tel/Fax: (01603) 701048 Email: thomas.foreman@thorpestandrew-tc.gov.uk

PUBLIC MESSAGE: This is an online meeting, using Zoom. If you wish to “attend” please email the clerk for a copy of the link to the meeting before noon on Monday 24th August 2020.
19.08.20

Notice of Virtual Finance and Staffing Committee Meeting

Councillors of the Finance and Staffing Committee, you are hereby summoned to attend the meeting of the Finance and Staffing Committee to be held on the ‘Zoom’ conference platform on 24th August 2020 at 7.30pm for the purpose of transacting the following business.

Foreman

Thomas Foreman Clerk to the Council

AGENDA

- 1 Attendance book and apologies for absence**
- 2 Declarations of interest in items on the agenda**
- 3 To confirm the minutes of the meeting held on 20th July 2020**
- 4 Public Speaking (maximum 3 minutes per speaker to address the meeting on matters on the agenda – all questions should be notified to the Clerk before 12 noon on the day of the meeting)**
- 5 Update from Chair of Finance and Staff – Verbal Report from Cllr S Lawn**
- 6 Confirmation of Appointments – Verbal Report
(Parks and Estates Officer / Administration and Communication Officer)**
- 7 To consider a motion to exclude press and public from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to disclosure of personal details**
- 8 Request for Compressed Hours – Confidential Report to follow**

Future Agenda Items. (Not for discussion)

Town Clerk – Dr Thomas Foreman

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Thorpe St Andrew Town Council
Minutes of the Virtual Finance and Staff Committee Meeting
held on 20th July 2020 at 7.30pm

- 1 **Present:**
Miss S Lawn (Chairman)
Mr L Reeves
Mr J Ward Mr J Emsell Mr F Bowe Mr S Snelling Mr Fisher

Apologies: Mr I Mackie

In attendance:
Dr T Foreman (Town Clerk)

2 **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

3 **MINUTES**

The minutes of the meeting held 18th May 2020 were agreed and signed as a true record.

4 **PUBLIC SESSION (limited to 3 minutes per speaker)**

None

5 **FINANCE**

(i) Summary of Receipts and Payments 01/04/20 to 30/06/20

Noted

(ii) Variance Notes

Noted

6 **UPDATE ON RECRUITMENT AND INTERVIEW ARRANGEMENTS**

Dr T Foreman explained that the Parks and Estates interviews for those candidates selected prior to the lockdown would commence in the coming weeks. These would take place along with the Administration and Communication posts, where applications had recently closed, and shortlisting was underway.

The Committee felt the appointments should do done as a matter of urgency, and therefore interviews should be booked as soon as possible. Dr T Foreman explained that although he was on annual leave in the coming weeks, interviews would still take place, and these could be bought forward to meet the preferred timescale of the Committee.

It was **RESOLVED** to delegate powers to the Town Clerk, Town Mayor and Chair of Finance and Staffing to arrange interviews and appoint to the posts as soon as possible.

7 FOOTBALL GOAL REPLACEMENT UPDATE

Dr T Foreman confirmed that the football goal replacement order had been dispatched and was due for delivery in the coming days. It was further suggested that the current goals be sold through sealed bids. The Committee noted the update and **RESOLVED** to sell the current goals through a process of sealed bids.

8 REQUEST FROM THORPE ISLAND BOATS

The Committee considered correspondence from Thorpe Island boats, requesting additional mooring space at River Green. The Committee were extremely supportive of the business, noting the exceptional skill required for the handmade boats. However, given the outstanding legal matters relating to mooring and the space limitations due to the size of the commercial mooring area, it was **RESOLVED** not to let any further commercial space at the moment, and review this in January once more is known about the mooring scheme and possible changes in the area which could benefit the business.

The meeting closed at 9.05pm.

Signed:

Dated: