

**Thorpe St Andrew Town Council**  
**Minutes of the Finance & Staffing Committee meeting**  
**held on 19 June 2023 at 7:30pm**

**1 PRESENT:**

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

Mr F Bowe  
Ms L Barrett

**APOLOGIES:** Mr T Garner & Mrs L Skinner

**IN ATTENDANCE:** Mrs R McCarthy (OM/RFO)

**2 CONFIRMATION OF CHAIRMAN**

The OM/RFO confirmed that the standard procedure is for the Deputy Mayor to act as the Chair of Finance & Staffing Committee. It was proposed by Mr J Ward, seconded by Mr F Bowe and on a show of hands with all in favour **RESOLVED** to appoint Mr S Snelling to the position of Chairman.

**3 ELECTION OF VICE-CHAIRMAN**

It was proposed by Mr S Snelling, seconded by Mr J Emsell and on a show of hands with all in favour **RESOLVED** to appoint Mr S Court to the position of Vice-Chairman.

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

None

**5 MINUTES OF THE MEETING HELD ON 24 APRIL 2023**

The minutes of the meeting held on 24 April 2023 were agreed and signed by the Chairman.

**6 PUBLIC PARTICIPATION (LIMITED TO 3 MINS PER SPEAKER)**

None

**7 DONATIONS UNDER s.137 LOCAL GOVERNMENT ACT 1972**

The OM/RFO advised the committee that the Cemetery Maintenance budgeted finance could be considered as a S.137 donation for the church. Mr J Ward declared an interest in his capacity as Church Warden. It was proposed by Mr F Bowe, seconded by Mr J Emsell and on a show of hands with one abstention **RESOLVED** to pay £400 to the Church for maintenance of the cemetery.

**8 “MADE IN THORPE” SCHEME RE-DEVELOPMENT**

The OM/RFO presented a proposed new structure for the Made in Thorpe Business Sponsorship scheme. The committee supported the plans but felt the tiered system was too prescriptive and that some of the prices would be prohibitive to small businesses. Further minor content amendments were also requested. Communications and Community Officer to remodel ready for presentation at next meeting.

It was requested the Town Council write to former Councillor Leigh Reeves to thank him for his work on the Made in Thorpe initiative whilst in service.

**9 UPDATE ON CEO RECRUITMENT**

The OM/RFO gave an update on the CEO vacancy and advised that the deadline had been extended to 30<sup>th</sup> June. Alternative places to advertise were suggested. OM/RFO to extend advertising.

Future Agenda Items: None

*The meeting closed at 8:25pm*

Signed: .....

Dated: .....