



Soham Town Council
The Walter Gidney Pavilion
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SOHAM TOWN COUNCIL

Minutes of the Soham Town Council Finance & Policy Committee Meeting held at the Walter Gidney Pavilion, Fountain Lane, Soham on Monday 5th February 2024.

Present: Cllrs D Woricker, E. Johnston, A. Pallett and G Dyer.
M Strand, Town Clerk.

In attendance: There were no members of the public present.

The meeting was opened at 10:30am.

MINUTES

FP56/24 APOLOGIES FOR ABSENCE

Cllr Glenn Woodbridge (work commitments).

FP57/24 COUNCILLORS' DECLARATIONS OF INTEREST

None.

FP58/24 APPROVAL OF MINUTES & MATTERS ARISING

- a. APPROVED unanimously – minutes of the Finance & Policy Committee meeting held on 15th January 2024. Proposed Cllr Johnston, seconded Cllr Dyer.

FP59/24 FINANCIAL MATTERS

- a. Agreed to defer to Full Council as the quotation for repairs to the cemetery wall (boundary with Pet Doctor's) came in above the amount this Committee can authorise at £6,311.25 +VAT. It was AGREED in principle and recommended to Full Council that the quotation be accepted. Proposed Cllr Johnston, seconded Cllr Woricker.

FP60/24 ADMINISTRATION & GOVERNANCE

- a. APPROVED unanimously – to adopt Social Media Policy. Proposed Cllr Pallett, seconded Cllr Johnston.

FP61/24 STAFFING MATTERS

- a. APPROVED unanimously – advertisement & advertising expenditure for the recruitment of an additional grounds person, estimated cost up to £750.00. Proposed Cllr Johnston, seconded Cllr Dyer.
- b. To review and approve updated Contracts for all staff members (based on NALC/SLCC Model Contract 2023). Finalised contracts had not been received from the Council's retained HR service; this item was therefore deferred to the next Finance & Policy Committee meeting.

FP62/24 **DATE OF NEXT MEETING**
4th March 2024

The meeting was closed at 10:42am.