



Soham Town Council
The Walter Gidney Pavilion
Fountain Lane
Soham
Cambridgeshire CB7 5ED
Town Clerk: MJ Strand
T/F: 01353 723472
Email: info@soham-tc.gov.uk
Web: www.soham-tc.gov.uk

SOHAM TOWN COUNCIL

Minutes of the Soham Town Council Finance & Policy Committee Meeting held at the Walter Gidney Pavilion, Fountain Lane, Soham on Monday 4th March 2024.

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

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

The meeting was opened at 10:35am.

FP63/24 APOLOGIES FOR ABSENCE

Cllr Johnston (personal); Cllr Woodbridge (work commitments).

FP64/24 COUNCILLORS' DECLARATIONS OF INTEREST

None.

FP65/24 APPROVAL OF MINUTES & MATTERS ARISING

- a. APPROVED unanimously – minutes of the Finance & Policy Committee meeting held on 5th February 2024. Proposed Cllr Dyer, seconded Cllr Pallett.

FP66/24 COMMUNITY MATTERS

- a. APPROVED unanimously – to make an application to LINK for an assessment of the town's cash access needs (if there is no cost involved in doing so). Proposed Cllr Pallett, seconded Cllr Dyer.

FP67/24 ADMINISTRATION & GOVERNANCE

- a. APPROVED unanimously – to adopt Data Protection Policy. Proposed Cllr Dyer, seconded Cllr Pallett.
- b. APPROVED unanimously – to adopt Equality & Diversity Policy. Proposed Cllr Dyer, seconded Cllr Pallett.

FP68/24 STAFFING MATTERS

- a. Update on applications for Experienced Grounds Person – fifteen applications for the post had been received. It was AGREED unanimously that Cllr Dyer, the Clerk and Assistant Clerk, and the Head Groundsman would conduct interviews following a review of the applications by Cllr Dyer and the Clerk.
- b. APPROVED unanimously – updated Contracts for all staff members (based on NALC/SLCC Model Contract 2023). Proposed Cllr Pallett, seconded Cllr Dyer.

FP69/24 DATE OF NEXT MEETING

1st April 2024

The meeting was closed at 10:45am.