

**FINAL MINUTES OF THE FINANCE EMPLOYMENT AND POLICY COMMITTEE MEETING  
HELD ON THE 7<sup>th</sup> SEPT 2023 AT 7.02PM**

**Present :** Cllr Darran Hickery DH (Chair) Cllr Susan Rodaway SER ), Cllr Cari Jones CJ, Cllr Rachel Carter REC, Cllr Ralph Cook RC, Clerk.

**Apologies for Absence:** Cllr Keith Atkins due to a previous commitment

**Declarations of Interest:** None

**Questions from the Public (limited to 10 minutes):** None

**1. To Review the Q1 (Apr to June) figures for recommendation to Full Council.**

The Clerk presented the Quarter 1 figures which had been previously circulated there were no comments or amendments suggested and they were approved for recommendation to Full Council.

**Proposed REC seconded CJ agreed by all.**

**2. To agree the Hall and Pavilion Cleaning Contract tender for recommendation to Full Council.**

The Tender document was examined and discussed. Timings were inserted and it was suggested that a simplified explanation of the scoring matrix be included. The document with the inclusion was proposed for recommendation to Full Council.

**Proposed by SER seconded by REC agreed by all**

**Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media will be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

**Proposed by SER seconded by REC agreed by all.**

**3. To consider the estimates and choose a practitioner to conduct the renewal negotiation and draw up a new 10-year lease for Squiggles Nursery for recommendation to Full Council.**

**The Clerk presented the quotes obtained**

**Company A - £975**

**Company B - £795**

**Company C - £750**

These were discussed and it was explained that the Quotes were asked to include negotiation and draw up of the lease. Company C was unable to do anything until the end of October and Company B gave an estimate based on an hourly rate. As Company A gave a quote for the whole process Company A was chosen.

Cllr Rodaway asked for it to be minuted that it was important for the Council to obtain a more extensive professional service including the negotiation process due to one of the Squiggles

owners being a member of Council and this way, the Council and the Councillor were protected from being brought into disrepute.

Company A would be commended to Full Council.

**Proposed by DH seconded by SER agreed by all**

**4. To agree payment of employee's additional worked hours for recommendation to Full Council.**

The Clerk explained the circumstances behind the additional hours being worked by the member of staff and it was agreed that 36 hours should be paid and the remaining TOIL (time of in Leau) should be taken by the end of the financial year, this would be recommended to Full Council.

**Proposed by RC seconded by SER agreed by all**

**Meeting Closed at 8.12pm**