

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes, so they may be subject to change. Please check the minutes to that meeting to confirm whether or not they have been amended.

MINUTES OF A MEETING OF FOWEY TOWN COUNCIL FINANCE COMMITTEE HELD ON WEDNESDAY 22nd JANUARY 2025 IN PAVILION HOUSE AT 9.30am

Present Cllr J Berryman (Chairman), Cllr Mrs R Cooke, Cllr A Harris-Guerrero,
Cllr Mrs L Simms (Mayor, *ex officio*)

In attendance The Town Clerk, Sally Vincent

24/24 Apologies Cllr Dellow

24/25 Declaration of Interests

- a. Pecuniary – None
- b. Non Registerable – None.
- c. Dispensations – None

24/26 Public Questions

None

24/27 Minutes of Meeting of 10th December 2024

Proposed Cllr Simms, seconded Cllr Cooke and RESOLVED that the minutes be confirmed and signed by the Chairman.

24/28 Matters Arising (for report only)

None

24/29 Squires Field

Cllr Harris-Guerrero confirmed that Jasper Flashman had notified an overspend on the MUGA, which was due to the significantly increased cost of rubber crumb. Jasper had a soft agreement in place with the supply company but he had been unable to confirm an order and take delivery of the crumb because his fencing supplier had failed to deliver some posts on time and these were needed to complete a secure area for storage. Cllr Harris-Guerrero accepted that this was a difficult situation but pointed out that the pump track and pathways had been completed on budget and he could see no alternative but to agree to meet the shortfall if the MUGA was to be finished. In return, Jasper had offered to flatten the play area as required at no charge if FTC covered the cost of the hire of machinery (iro £150.00). Cllr Cooke noted that Jasper's original letter of assurance, whilst not strictly relating to the MUGA, had stated that quotes were occasionally subject to change due to price increases in materials etc. Members agreed that there was great community support for the project and that the accepted quote from Jasper had been significantly less than other quotes received. On this basis, Cllr Berryman proposed, Cllr Simms seconded and it was RESOLVED that FTC should meet the notified overspend cost, but with the proviso that Jasper undertook the levelling in the playground with no labour charge.

24/30 Matters considered Urgent by the Chairman

The Town Clerk had circulated a draft job description for an Administration Assistant based at Pavilion House prior to the meeting. Members considered that this was a good basis for the anticipated duties that would be required and agreed that it should be finalised at Full Council. It was agreed that the hours should be 12/14 per week, potentially between 10am and 12 noon/1pm. Additionally the job description should include reference to updating social media, although it was noted that this duty would need to be prescriptive. The Town Clerk reported that the duties relating to the library would need to be expanded as and when more information was available. Members considered, however, that any Saturday opening of the library would need to be covered by volunteers.

Date of Next Meeting To be advised

Meeting Closed 10.40am