



EYNESHAM PARISH COUNCIL

Extra Finance & General Purposes Committee Meeting

held at 7.30pm

on Tuesday 11 May 2021

MINUTES

Councillors Present – Cllr N Relph (Committee Chairman), Cllr S Brown, Cllr D Knight, Cllr R Macken, Cllr A Mosson and Cllr F Zealley.

Also in Attendance – Clerk to the Council. There were no members of the public present.

21/F1 Election of Committee Chairman for 2021/22 – Cllr Relph was elected as Committee Chair.

21/F2 Election of Vice Chairman for 2021/22 – Cllr Macken was elected as Committee Vice Chairman.

21/F3 Public Participation – None

21/F4 To review/amend the Outdoor Technician job profile and re-advertise – It was **RESOLVED** to remove the security tasks from the job profile and re-advertise widely, locally. If there is insufficient response, the vacancy will be advertised with Newsquest.

21/F5 To receive an update on the Bartholomew Room Refurbishment Project, review financial arrangements and agree actions – The Clerk provided an update report. The Ministry for Housing, Communities and Local Government (MHCLG) require a new (replacement) loan of £200,000 to be entered into ([meeting minutes of 21/41\(c\) refer](#)). The current loan of £100,000 will be repaid as soon as possible (likely November). It was **RESOLVED** to undertake a financial risk assessment and cashflow forecast and proceed as recommended by MHCLG.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chairman moved that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

21/F6 To consider Bartholomew Room Business Cases and agree actions – Business cases were reviewed. It was **RESOLVED** to request further information from the organisations. Clerk is to contact the Bartholomew Room Project Manager to obtain an approximate annual maintenance cost that organisations should budget for. Organisations to be invited to meet with the Committee to present their updated business cases.

21/F7 To resolve an appointment for the position of Communications Officer – The Clerk summarised the interview process. It was **RESOLVED** to make an appointment subject to satisfactory references being obtained.

The meeting closed at 8.10pm.