



# Hunstanton Town Council

## Minutes of a meeting in the Town Hall Chamber of the Finance & Property Management (F & PM) Committee Held Wednesday 13<sup>th</sup> July 2022 at 6pm

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**Present:** Cllrs Bishopp (Chair), Eden, Howard, Winnington, Ruston, Easeman,  
Nice, Corby

**Also Present:** Town Clerk, Jan Roomes  
Cllr Kitch & Cllr Williamson (not on this committee, no voting rights)

**1. Apologies for Absence**

Apologies of absence received from Cllrs Smith, Murray, Kidd, Johnston & Jamieson.  
Cllr Croucher gave apologies although not on this committee.

**2. Declarations of Interest**

Cllr Kitch declared an interest in agenda item 5 as she was present (although not a member of this Committee).

**3. Minutes - confirmation of**

The minutes of the Finance & Property Management Committee held 8<sup>th</sup> June 2022 were confirmed and signed as a true record. Cllr Ruston, seconded Cllr Corby (unanimous).  
Copy circulated to members prior to meeting.

**4. Heaters in Retail Area**

Consideration was given to replacing the night storage heaters in the retail area at an approximate cost of £2,000.

Clerk to obtain quotations for electric heaters and report back to Full Council for consideration.

**5. Artworks @the Town Hall**

Consideration was given to the request from Jackie Kitch to continue to rent the front retail area of the Town Hall from 1<sup>st</sup> September 2022 until 31<sup>st</sup> August 2023 (one year) at a cost of £500 per month + electric costs (area has own electric meter, reading taken monthly and invoiced).

**RECOMMENDATION** Cllr Nice, seconded Cllr Winnington (unanimous) to accept the current tenant (Jackie Kitch) request to rent the retail area for 1 year at rental charge of £500 per calendar month + electricity costs from 1<sup>st</sup> September 2022 until 31<sup>st</sup> August 2023 with a review in June 2023.

**6. Helping Hands Café**

Agenda items 6.1, 6.2, 6.3, & 6.4 discussed together.

**6.1** Members considered the Helping Hands Café Plan, 1 small amendment to be made (Clerk to oversee Admin only).

**6.2** Members agreed a commencement date of Monday 19<sup>th</sup> September 2022, 10 am – 1 pm in Community Hub.

**6.3** Members considered the draft Constitution for the project. One amendment to be made Finance 7.3 to read 'Decisions on group expenditure over £100 to be decided by RFO & Chair of Finance Committee'.

**6.4** Members considered transferring £5,000 in the Community Fridge budget to the Helping hands Project.

Agenda items 6.1, 6.2, 6.3, & 6.4 were taken together.

**RECOMMENDATION** Cllr Corby, seconded Cllr Eden (unanimous) Agenda items 6.1, 6.2, 6.3, & 6.4 relating to the Helping Hands Café Plan be accepted.

**7. Budget/Estimate Figures**

**7.1** The 3-month budget/estimate figures for 1<sup>st</sup> April 2022 – 30<sup>th</sup> June 2022 were received. No questions put forward. Members confirmed they understood the document and were satisfied with the way they were presented.

**7.2** Members agreed (unanimous) to allocate the CIL money received from BC of £2,391.67 to Youth Projects in 2022/23.

**8. Eco Dog Bag Dispensing Station**

Consideration was given to purchasing an Eco Dog Bag Dispensing Unit at a cost of £249.00 + vat. Unit to be installed at CC field.

**RECOMMENDATION** Cllr Winnington, seconded Cllr Eden (6 for, 2 against) to purchase 2 x Eco Dog Bag Dispensing at a cost of £249.00 + vat each.

**9. Cuppacare**

This agenda item deferred awaiting a report from Cuppacare.

Meeting closed 6.55 pm.