

**MINUTES OF A MEETING OF THE DEVELOPMENT, COMMERCE & STRATEGIC
PLANNING COMMITTEE OF BECCLES FENLAND CHARITY TRUST HELD IN THE
COUNCIL CHAMBER AT TOWN HALL ON MONDAY 18TH SEPTEMBER 2023**

PRESENT: Gillian Birrell (Chair)
Christine Wheeler
Barry Darch
Chris Greenhill
Daniel Smith
Steve Sherwood

IN ATTENDANCE: Paul Cunningham, Secretary
Cllr Nathalie Chidley
Cllr Simon Middleton

MEMBERS OF THE PUBLIC: 1

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Hill and Drew. Cllr Lahin was not present.

**2. TO RECEIVE DECLARATIONS OF INTEREST OR ANY REQUESTS FOR THE
GRANTING OF DISPENSATIONS IN RELATION TO ANY DISCLOSABLE
PECUNIARY INTERESTS IN ITEMS ON THE AGENDA**

There were none.

**3. TO REVIEW THE DEVELOPMENT PLAN AND RECOMMENDATIONS IN THE
REPORT BY KARL READ CONCERNING THE QUAY AND TO PRIORITISE
THE ACTIONS TO TAKE FORWARD**

Councillors discussed the suggestions made by Karl Read. It was agreed that his ideas for both a volunteer development group and for a part-time Development Co-ordinator should both be taken forward. Councillors noted that the Development Co-ordinator role would be important in implementing ideas at the Quay. Councillors asked Secretary to gather information on similar roles at other local councils and to use these as the basis for a draft job description and person specification. This would then be reviewed at the next meeting of the committee, with a view to making a recommendation to full Trust to recruit to the role from February 2024.

Councillors noted that they would need the volunteer group to be in place when the Co-ordinator started.

4. ANY OTHER BUSINESS

Secretary reported that he has identified a potential grant towards the refurbishment of the toilet block but that this would only be possible if the block could be shown to be in significant disrepair, as the grant is to bring such buildings back into use.

Secretary also reported that the Trust has received a follow-up letter from Pathfinder Concepts about the houseboat proposal at the Quay, in which they have requested clarification of which services will be included in the £5,000 annual mooring fee.

5. DATE OF NEXT MEETING

Councillors confirmed the date of the next meeting as Thursday 12th October, after the Town Council DCSP committee meeting.

ACTION POINTS

Agenda Item	What?	By Whom?	By When?
3	Draft a Job Description and Person specification for Development Co-ordinator role.	Secretary	By next meeting of committee