

# COWES TOWN COUNCIL



Council Chamber: The Library  
Northwood House  
Ward Avenue  
Cowes

Twinned with Deauville – France  
Friendship links with  
Bulls – New Zealand  
and Cowes - Australia

Town Mayor  
Councillor Stuart Ellis

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18 November 2025

You are hereby summoned to attend a meeting of the FINANCE, ACQUISITIONS & STAFFING COMMITTEE to be held in the **Dining Room, Northwood House, Cowes (enter via St Mary's door) on Tuesday 25 November 2025 at 6.15pm** to consider the following matters set out in the agenda.

*K Scragg*  
Kate Scragg  
**Deputy Town Clerk**

## AGENDA

1. To receive any apologies for absence.
2. Declarations of Pecuniary and Non-Pecuniary Interest.
  - a) To receive members Declarations of Interest on items on the agenda.
  - b) To receive, consider and grant as appropriate, any written requests for dispensation for disclosable pecuniary interests.
3. To approve as a correct record and sign the Minutes of the Finance, Acquisitions & Staffing Committee Meeting held on 11 November 2025.
4. **Finance & Acquisitions**
  - a) To consider the draft budget for 2026 / 2027.
  - b) To consider whether to pursue acquisition of new premises for Cowes Town Council and agree next steps.
  - c) To consider the costs for the new Office lease as from 1 December 2025.
  - d) To consider the grounds maintenance costs for Northwood Park as from 1 April 2026.
  - e) To consider accepting the grant award of £15,000 from the Powering Communities to Net Zero (PCNZ) fund.
  - f) To receive an update on the existing Household Support Fund of £5,000.
  - g) To receive an update following the Chairman's Finance Training.
  - h) To consider appointing a Deputy Chair of the Finance, Acquisitions & Staffing Committee.
5. **Staffing**
  - a) To receive an update on the recruitment of the Town Clerk & Responsible Financial Officer.
  - b) To receive an update on the recruitment of the Deputy Town Clerk.
  - c) Team Building & Alignment Plan
  - d) To consider the motion to enhance Council and staff wellbeing through strategic management delegation.
  - e) To consider the implementation of a Management Structure and 360-degree reviews.
  - f) To discuss any other staffing matters.

- g) To discuss any health and safety matters.
- h) Staff concerns.

6. To receive any items for inclusion on a future agenda.

**THE PUBLIC AND PRESS ARE INVITED TO ATTEND**