

TENTERDEN TOWN COUNCIL



MINUTES OF THE INTERNAL COMMITTEE **MEETING HELD AT TENTERDEN TOWN HALL ON 29TH AUGUST 2017**

Councillors Present: H. Edwards, M. Hickmott, R. Isworth (Vice-Chair), R. Knight, R. Lusty, J. Nelson and A. Sugden. Substitute: Mrs. S. Ferguson.

Officers Present: Town Clerk Mr. P. Burgess and Deputy Town Clerk Mrs. C. Gilbert.

Others Present: Cllrs. Mrs. J. Curteis, Miss. N. Gooch, K. Mulholland and Mrs. P. Smith (not members of this committee) and 3 members of the public.

0071 **APOLOGIES FOR ABSENCE.** Cllr. Dr. L. Lovelidge (Chair). Non-Members: Cllrs. M. Carter, C. Knowles and T. Thorpe.

0072 **DECLARATIONS OF INTEREST.** None.

0073 **MINUTES.** The minutes of the meeting held on 7th August 2017 were agreed and signed as a correct record.

0074 **MATTERS ARISING.** None.

0075 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** None.

0076 **COUNCILLORS' QUESTIONS.** Cllr. Mulholland reported that one of the Town Hall flags was not flying correctly and required attention.

0077 **SUB-COMMITTEES & WORKING GROUPS.**

- (a) Town Hall Focus Group. Cllr. Isworth reported on the Focus Group's request for a steer on the decision whether to re-order or extend the Town Hall. Cllr. Ferguson, who is a member of the Cinema Focus Group, reported on the willingness of Enterprise Inns to enter discussions about the land at the back of the Town Hall (including the Barn). The Cinema Group would like a couple of independent surveyors' opinions on what would be feasible. Cllr. Ferguson proposed to delay a decision on the Town Hall until both focus groups had met and discussions had progressed with Enterprise Inns.

Cllr. Lusty raised his concerns that an individual Councillor had approached Enterprise Inns directly. The Town Clerk reported that he had tentatively contacted them himself three months ago, but had not received a response.

Cllr. Knight requested that the Cinema Focus Group met before a joint meeting with the Town Hall Focus Group. Cllr. Nelson proposed that the Town Hall Focus Group should wait a couple of months before making a

decision to allow time to meet with the Cinema Focus Group and hear their ideas.

Cllrs. Edwards and Lusty raised their concerns at the internal reordering plan of the Town Hall with particular reference to the Council Chamber and staff facilities. Cllr. Nelson reported the designs were not for discussion but for information.

It was **RESOLVED** that a decision as to whether to re-order or extend the Town Hall would not be provided to the Focus Group at the present time and it was suggested that both focus groups meet in a few months' time.

- (b) Recreation Ground Focus Group. Cllr. Sugden reported that a programme of works had been provided by Ground Control and that a provisional meeting date of 15th September 2017 had been agreed whereby the Focus Group would meet with the architects for the first time.
- (c) Staffing Committee. Cllr. Lusty requested clarification as to whether the staffing facilities were being improved to allow Councillors to have refreshments other than water at meetings. The Town Clerk reported that facilities were available in the staff kitchen prior to the meeting.

0078 **FINANCIAL REPORTS.**

- (a) Payments List to 31st July 2017. The payments list to 31st July 2017 was **APPROVED**.
- (b) Bank Reconciliation. The bank reconciliation report to 31st July 2017 was **APPROVED**.

0079 **PEBBLES BUILDING**. The Committee received and **NOTED** the report concerning the history of the Pebbles which was produced by Cllr. Nelson to address queries by residents.

0080 **YEAR END AUDIT**. The 2016-2017 year-end Internal Audit Report was received and **APPROVED**.

0081 **CAPITAL EXPENDITURE**. The classification of capital expenditure provided by the National Association of Local Councils was received and **NOTED**.

0082 **PUBLIC ENGAGEMENT**. The following Councillors were appointed to the Public Engagement Sub-Committee: Cllrs. Knowles, Mulholland and Sugden.

0083 **TOWN CREST**. It was **RESOLVED** that permission would be granted for the Town Crest to be used on a long serving Town Clerk's headstone.

0084 **MAINTENANCE FACILITY**. The response from Ashford Borough Council's Planning department regarding a pre-planning application for the maintenance facility was **NOTED**. The Town Clerk reported that Maylands had been asked to re-draw the designs taking into consideration the planners comments.

Cllr. Lusty requested that any planning or pre-planning applications made to Ashford Borough Council should be reported to the Planning Committee.

0085 **HEALTH & SAFETY**. A report on a recent visit by Ashford Borough Council's Health & Safety Officer was received and **NOTED**.

0086 **CHRISTMAS MARKET CASH HANDLING.** It was **RESOLVED** that the Town Council would facilitate the cash handling for this year's Christmas market.

0087 **CORRESPONDENCE.** None.

0088 **MINOR MATTERS.** None.

0089 **ANY OTHER URGENT BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.** None.

The meeting opened at 9:18pm and closed at 10:03pm.

The foregoing Minutes and Reports were confirmed and signed at the Internal Meeting of the Town Council held on the 18th day of September 2017.

Chairman _____ (18.09.2017)