

## TENTERDEN TOWN COUNCIL



### **MINUTES OF THE INTERNAL COMMITTEE** **MEETING HELD AT TENTERDEN TOWN HALL ON 9<sup>TH</sup> JULY 2018**

**Councillors Present:** H. Edwards, M. Freeman, M. Hickmott, R. Isworth (Vice-Chair), J. Nelson and Mrs. P. Smith. Substitute: M. Carter.

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

**Others Present:** Cllrs. J. Crawford, Mrs. J. Curteis, Mrs. S. Ferguson, Miss N. Gooch, H. Hickmott, K. Mulholland, A. Sugden, Ms. C. Walder (not members of this Committee) and one member of the public.

0267 **APOLOGIES FOR ABSENCE.** Cllrs. Dr. L. Lovelidge (Chair) and Cllr. C. Knowles (Non-Member).

0268 **DECLARATIONS OF INTEREST.** Cllr. Nelson declared an interest in Agenda Item 9 – Mayoral Portrait and would leave the room. Cllr. Edwards declared an interest in Agenda Item 7b and would leave the room.

0269 **MINUTES.** The minutes of the meeting held on 11<sup>th</sup> June 2018 were agreed and signed as a correct record.

0270 **MATTERS ARISING.** None

0271 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** None.

0272 **COUNCILLORS' QUESTIONS.** None.

0273 **SUB-COMMITTEE & WORKING GROUPS REPORTS.**

- (a) Public Engagement Sub-Committee. The report on the residents' survey was **DEFERRED** to the next meeting on 13<sup>th</sup> August 2018.

**Cllr. Edwards left the room.**

- (b) Town Hall Focus Group. It was agreed to **DEFER** the decision to accept the quotation from Price Whitehead relating to the architect's brief until the Public Engagement Sub-Committee's report has been discussed at the next meeting on 13<sup>th</sup> August 2018.

**Cllr. Edwards returned to the room.**

0274 **MILLENNIUM GARDEN.** The circulated wildlife report on the Millennium Garden was **NOTED**. It was agreed to **DEFER** adopting the report's recommendations until the Cinema Focus Group had taken their recommendations to the Council.

**Cllr. Nelson left the room.**

0275 **MAYORAL PORTRAIT.** It was **RESOLVED** to accept the Mayoral Portrait and a letter of thanks would be sent to Mr. D. Swaine. It was agreed to **DEFER** where the portrait would be placed as it is unusual for a living Mayor/Councillor's portrait to be hung. It was suggested that the Town Hall Focus Group makes the recommendation for placement, along with a silk cross-stitch portrait of Cllr. Hickmott which was given to him. The cost of framing of the portrait would be brought back to the Committee once obtained by the administrative team. The portrait would be placed in the current Councillors room for safekeeping.

**Cllr. Nelson returned to the room.**

0276 **CORPORATE PLAN.** Cllr. Carter reported that the Plan would need to be quick, concise and not too complicated and Cllr. Freeman suggested a spreadsheet be created rather than a consultation document. It was **RESOLVED** to set up a Sub-committee to create a Corporate Plan. Cllrs. Crawford, Nelson and Ms. Walder were appointed. Cllr. Crawford encouraged Councillors to look at Ashford Borough Council's Corporate Plan.

0277 **INTERNAL AUDIT.** The Report from the Internal Auditor, Mr. D. Buckett, was **NOTED.**

0278 **COMMUNITY LAND TRUST.** It was **RESOLVED** for the Town Council to receive any grant monies payable to the Community Land Trust and hold until the Trust is formally established.

0279 **REGENERATION PROJECTS.** It was **RESOLVED** that each of the Focus Groups would complete the proposed monitoring form and forward them to the Town Clerk's office for displaying in the notice boards and on the Council's website.

0280 **CORRESPONDENCE.** None.

0281 **MINOR MATTERS.** None

0282 **ANY OTHER URGENT BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.** None.

**The meeting opened at 9.15pm and closed at 9:45pm.**

The foregoing Minutes and Reports were confirmed and signed at the Internal Meeting held on the 13<sup>th</sup> day of August 2018.

Chairman \_\_\_\_\_ (13.08.2018)