

# TENTERDEN TOWN COUNCIL



## **MINUTES OF THE INTERNAL COMMITTEE** **MEETING HELD AT TENTERDEN TOWN HALL ON 11<sup>TH</sup> DECEMBER 2017**

**Councillors Present:** H. Edwards, R. Isworth (Vice-Chair), R. Lusty and A. Sugden.  
Substitutes: M. Carter and Mrs. S Ferguson.

**Officers Present:** Town Clerk Mr. P. Burgess, Deputy Town Clerk Mrs. C. Gilbert,  
Accounts Clerk Mrs. J. McCollum and Administrative Assistant Ms. S. Ratcliffe.

**Others Present:** Cllrs. Mrs. J. Curteis, Miss N. Gooch, K. Mulholland and Mrs. P. Smith  
(not members of this committee), Cllr. Paul Clokie (ABC) and two members of the  
public.

0149 **APOLOGIES FOR ABSENCE.** Cllrs. M. Hickmott, R. Knight, C. Knowles, Dr. L.  
Lovelidge (Chair) and J. Nelson.

0150 **DECLARATIONS OF INTEREST.** None.

0151 **MINUTES.** The minutes of the meeting held on 20<sup>th</sup> November 2017 were agreed  
and signed as a correct record.

0152 **MATTERS ARISING.** None.

0153 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** Mr. J.  
Crawford of Stace Close, requested to speak when the precept agenda item was  
discussed.

0154 **COUNCILLORS' QUESTIONS.** None.

0155 **SUB-COMMITTEE & WORKING GROUPS REPORTS.**

- (a) Town Hall Focus Group. Cllr. Carter suggested that the group appoint an  
architect so that it is on a like for like footing with the other groups. He said  
that an open discussion is needed to discuss how to fund the project  
particularly with regards to the spending of the TENT1 money. Mr. J.  
Crawford, the Chair of the Focus Group, agreed that it was a valid point but  
that the priority of the group was to sort out the dilemma on capital receipts,  
regarding the dividing line between the revenue and capital. The Town Clerk  
stated that the auditors disagree and it is not easy to call. He said that  
information from the surveyors is required on what needs to be done. The  
costings then need to be analysed to decide what needs to be spent then  
appoint an architect. Cllr. Carter reinforced the need to appoint an architect  
now so that they can work together.

Cllr. Isworth suggested that an architect should be tendered for to clarify  
the different types of expenditure. Cllr. Mulholland, although he is not in  
the Focus Group, agreed that it would be sensible to get an architect on  
board to help with the costings as this was done with St. Michaels Village

Hall and it worked well. Cllr. Mrs. Smith, a member of the Focus Group, agreed that there would be no harm to tender. Cllr. Carter advised that the architect could give independent recommendations to the Focus Group which would be brought to the Council for approval. Cllr. Clokie advised that any project ends up with fees capitalised in the cost of the project.

The Town Clerk reported that the involvement of Maylands Consultancy was to identify possible repairs, for example, to replace the roof, insulate and improve the Town Hall, which would perhaps therefore be treated as capital expenditure rather than revenue. The Town Clerk was concerned that if an architect was appointed, the opportunity to obtain a detailed repair bill might be lost. Cllr. Carter commented that there was a budget of £5000 for an acoustic survey which would not need to be spent, as it would be in the architect's brief. The Town Clerk stated that the Focus Group wanted a budget allocated for incidental expenses. Cllr. Sugden suggested the budget be amended to £2,000.

It was **RESOLVED** that:

- (i) repairs should be included in the Focus Group's remit;
  - (ii) a budget of £2,000 should be set aside for specialist advice/expenses;
  - (iii) an architect be appointed.
- (b) Recreation Ground Focus Group. Cllr. Mulholland expressed his concern that the Focus Group (25 people) had now met twice and the idea of the Recreation Ground being a fifth possible site for a cinema would upset all the work that has already been done. Cllr. Carter responded that all of the focus groups will evolve and the groups could work hand in hand to ensure it all works. Cllr. Mulholland pointed out that there are five locations on the table and that this could delay both projects. Cllr. Isworth stated that the consultants were simply looking at every site available that meets the criteria.

The third Focus Group meeting would be held in the New Year.

0156 **COMMITTEE 2018/2019 PRECEPT.**

- (a) Mr. J. Crawford of Stace Close requested clarification as to whether the Town Council had an Investment & Treasury Policy as this was required for over half a million. The Town Clerk reported that it needed to be compiled.

The Committee Precept for 2018/2019 of £303,690 was **AGREED**.

0157 **COMPLAINTS AGAINST A COUNCILLOR.** It was **NOTED** that the complaints by Tentertainment against Cllr. Isworth had been rejected in every aspect by the Monitoring Officer at Ashford Borough Council.

0158 **COMPLAINTS AGAINST A COUNCILLOR.** An update on the process to investigate complaints against Cllr. Carter and report of an interview was **NOTED**.

0159 **SNOWDOGS PROJECT.** It was **RESOLVED** to offer free use of the Assembly Room for the exhibitions next year over the weekends of 13<sup>th</sup> – 15<sup>th</sup> July and 19<sup>th</sup> – 21<sup>st</sup> October 2018.

- 0160 **100 MILES FOR 100 YEARS.** It was **RESOLVED** to allow free use of the Town Hall foyer, for the walkers to register for the event, on Saturday 24<sup>th</sup> February 2018.
- 0161 **CORRESPONDENCE.** None
- 0162 **MINOR MATTERS.** None.
- 0163 **ANY OTHER URGENT BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.** None.

**The meeting opened at 8:40pm and closed at 9:32pm.**

The foregoing Minutes and Reports were confirmed and signed at the Internal Meeting held on the 8<sup>th</sup> day of January 2018.

Chairman \_\_\_\_\_ (08.01.2018)