

TENTERDEN TOWN COUNCIL



MINUTES OF A FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD AT TENTERDEN TOWN HALL ON 13th JUNE 2016

Councillors Present:

H. Edwards, Mrs. S. Ferguson, Miss N. Gooch, M. Hickmott, R. Isworth, Dr. L. Lovelidge, R. Lusty, K. Mulholland, J. Nelson (Chairman), Mrs P. Smith and A. Sugden.

Officers Present:

Town Clerk Mr. P. Burgess and Deputy Town Clerk Mr. R. Parham.

Others Present:

Ashford Borough Councillors P. Clokie and J. Link and Community Warden Mrs. J. Vos.

3504 **APOLOGIES FOR ABSENCE:** Cllrs. Carter, Mrs J. Curteis, Mrs. E. Hannett, C. Knowles, and T. Thorpe.

3505 **DECLARATIONS OF INTEREST.** None.

3506 **MINUTES.** The minutes of the meeting held on 25th April 2016 were confirmed and signed as a correct record.

3507 **MATTERS ARISING.** None.

3508 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** None.

3509 **COUNCILLORS' QUESTIONS.**

(a) Town Council Events. Cllr. Isworth suggested the formation of a Sub-Committee to oversee the organisation of Town Council events. This would meet at the beginning of each Council year to establish the year's key events and to ensure that the appropriate organisation would be in place.

3510 **VICE-CHAIRMAN.** Cllr. Mrs. Smith was appointed Vice-Chairman for the 2016-2017 Council year.

3511 **SUB-COMMITTEE REPORTS.**

(a) Emergency Planning. The Chairman reported that a qualified member of the steering group had been tasked with examining suggestions put forward by ABC to improve the plan. The Town Clerk was asked to make enquiries regarding the progress of this.

- (b) May Fayre. Cllr. Hickmott reported that inclement weather had impacted takings for all organisations, both commercial and community-based, taking part in the 2016 May Fayre. He expressed dissatisfaction with the headlines in the local press which criticised the organisers for allowing commercial concerns to compete with local organisations. A debriefing meeting would be organised in the near future.
- (c) Participatory Budgeting. No report.
- (d) Standing Orders, Financial Regulations & Donations. No report.
- (e) Website. A meeting was scheduled to take place on 20th June 2016.
- (f) Youth Policy. No report.
- (g) Staff & Employment. No report.

3512 **SUB-COMMITTEE MEMBERSHIP**. Members were appointed to the sub-committees as follows:

- (a) Emergency Planning. Cllrs. Mrs. Curteis, Mrs. Ferguson, Mrs. Hannett, Lusty, Nelson and Mrs. Smith.
- (b) May Fayre. Cllrs. Edwards, Miss Gooch, Hickmott and Mrs. Smith.
- (c) Participatory Budgeting. Cllrs. Mrs. Curteis, Mrs. Ferguson, Dr. Lovelidge, Mulholland and Nelson.
- (d) Standing Orders, Financial Regulations & Donations. Cllrs. Knowles, Mulholland, Nelson, Mrs. Smith and Sugden.
- (e) Website. Cllrs. Carter, Knowles, Dr. Lovelidge, Mulholland and Sugden.
- (f) Youth Policy. Cllrs. Mrs. Hannett, Isworth, Dr. Lovelidge, Nelson and Mrs. Smith.
- (g) Staff & Employment. Cllrs. Mrs. Curteis, Mrs. Hannett, Dr. Lovelidge, Nelson and Sugden.

3513 **MAYOR'S SUNDAY**. It was **NOTED** that the previously selected date in June had proved to be unavailable due to a clash with another Cinque Ports town's civic service. Preparations had instead been made for the event to take place on Sunday 10th July. This date had subsequently also been found to coincide with another Cinque Ports civic service; consideration would be given to establishing a suitable date for future years, but as some degree of planning was already in place it would proceed for 10th July 2016.

3514 **TOWN PROJECTS – PUBLIC CONSULTATION**. It was **RESOLVED** that Cllrs. Nelson and Sugden, and the Town Clerk, would be delegated to interview consultants that had quoted to undertake the consultation, and recommend the preferred candidate to the committee.

3515 **ANNUAL RETURN – GOVERNANCE STATEMENT**. The annual governance statement was **APPROVED**.

3516 **ANNUAL RETURN – ACCOUNTING STATEMENTS**. The annual accounting statement, as agreed with the internal auditor, was **APPROVED**.

3517 **TENTERTAINMENT GRANT.** Following confusion over previous minutes 3433 and 3483, the matter of an additional grant to Tentertainment was reconsidered. It was **AGREED** that an additional £1,000.00 should be held in reserve each year and made available to the organisers in the event of disappointing receipts.

3518 **HM QUEEN ELIZABETH II 90th BIRTHDAY COMMEMORATIVE COINS.** It was **RESOLVED** that the remaining commemorative coins left over from the QEII90 events would be made available to purchase for £2.50.

3519 **FINANCIAL REPORTS.**

(a) The 2015-2016 year-end income and expenditure report for the Finance & General Purposes committee was **APPROVED**.

(b) The 2015-2016 year-end income and expenditure reports for the Highways & Amenities and Public Buildings committees were **APPROVED**.

3520 **ROYAL BRITISH LEGION.** It was **RESOLVED** that support would be given to the Royal British Legion's proposal to include questions in the national census relating specifically to the armed forces community.

3521 **CORRESPONDENCE.**

(a) Councillor Attendance at the QEII90 Veterans Lunch. A letter from a resident had been received criticising low attendance by Councillors at this event. Members felt that if their attendance had been requested by the organising sub-committee, they may have been able to attend. Cllr. Mrs. Smith had spoken to the complainant and explained the situation.

(b) Passenger Lift at the Town Hall. A letter had been received from the Tenterden Operatic and Dramatic Society requesting that the Town Council consider installing a passenger lift with a part of the receipts arising from the Tent 1 land sale. Members concurred that this would certainly be taken into consideration.

(c) Land at Dawbourne Wood. A letter had been received from a resident requesting that the Town Council consider purchasing an area of land at Dawbourne Woods, using receipts from the Tent 1 land sale, to see it used as public amenity land. The Town Clerk would investigate the feasibility of this without entering into any form of commitment.

(d) Investment of Tent 1 Money Receipts. A letter had been received from the Tenterden and District Residents Association urging the Town Council to ensure that a robust long-term investment scheme be in place. Members concurred that consideration should be given to this in addition to ways of spending the income.

3522 **MINOR MATTERS.**

(a) National Association of Local Councils Newsletter. The May 2016 edition was **NOTED**.

(b) NALC Bulletin. A NALC bulleting regarding recent national developments was **NOTED**.

- (c) Kent Association of Local Councils. Information regarding a parishes survey was **NOTED**.
- (d) KALC. Details of discussions over devolution to Local Councils were **NOTED**.
- (e) KALC. An EU referendum partner guide had been received, and was **NOTED**.
- (f) KALC Learning and Development Programme. Details of the learning and development programme offered by KALC were **NOTED**.
- (g) NALC Star Awards. Information on NALC's awards scheme for local councils was **NOTED**.
- (h) NALC Newsletter. The April 2016 edition was **NOTED**.
- (i) KALC Direct Access Scheme. Details of a direct access scheme relating to information for member councils were **NOTED**.
- (j) Local Council Tax Support Schemes. Information from KALC on Local Council tax support schemes was **NOTED**.
- (k) NALC Newsletter. The mid-April 2016 edition was **NOTED**.
- (l) Ashford Borough Council Leader's Briefing. A briefing on recycling performance was **NOTED**.
- (m) Kent Police and Crime Commissioner. An introductory message had been received from new KPCC Matthew Scott. It was **RESOLVED** that a letter would be sent to him to invite him to attend an informal meeting to outline his plans for rural policing, and to ask whether he had any intention to pursue the implementation a special constables scheme.
- (n) Confederation of Cinque Ports. Minutes of the Standing Joint Committee meeting held on 21st May 2016 were **NOTED**.
- (o) Activities, Respite, Rehabilitation, Care Centres. The Summer 2016 newsletter was **NOTED**.
- (p) Tenterden Cricket Club. A letter thanking the Town Council for its donation was **NOTED**.
- (q) Tenterden Day Centre. A letter thanking the Town Council for its donation was **NOTED**.
- (r) Tenterden and District Museum. A letter thanking the Town Council for its donation was **NOTED**.

3523 **ANY OTHER BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.**

- (a) It was reported that Fleur Boyce, the wife of the Admiral of the Fleet the Lord Boyce, Lord Warden of the Cinque Ports, had passed away.

The meeting opened at 7.53pm and closed at 8.53pm.

The foregoing Minutes and Reports were confirmed and signed at a meeting of the Finance & General Purposes Committee on the 25th day of July 2016.

Chairman..... (25.07.2016)