

**TENTERDEN TOWN COUNCIL
EXTERNAL COMMITTEE**

Donations Sub-Committee

Notes of a meeting held at the Town Hall at 5.00pm on 4th June 2018

<i>No</i>	<i>Item</i>	<i>Action</i>
1	Present: Cllrs Mrs Curteis, Miss Gooch, Mulholland & Sugden. Cllr Nelson (not a member of the sub-committee). Notes taken by the Town Clerk.	
2	Apologies. Cllr Mrs Smith	
3	Declarations of interest. None	
4	Chairman. Cllr Curteis was elected as chair.	
5	Minutes of Last Meeting. Agreed.	
6	Matters arising. The £1500 grant for Tigers at the last meeting should be mentioned specifically at the controlling committee (External) as a departure from the usual £1000 cap. Cllr Mulholland reported that a meeting had taken place with the Clerk regarding the grant to Tributes in the park and as a result a policy draft had been prepared by Cllr Nelson with input from himself (covered below).	
7	Donations for consideration. Tenterden Museum The usual annual request for a £1000 grant was approved. It was noted that the reserves at the museum were quite healthy but that improvements were in progress such as the staff facilities and expected changes to disabled access. A report would be sought from Cllr Mrs Smith (Museum representative) prior to considering the grant for next year. Citizens Advice. This application was for revenue funding. Their annual grant from ABC had not increased in some time. The Ashford Borough Citizens Advice (ABCA) is not part of the national CAB and could therefore be considered by this sub-committee. A service is run from Tenterden 6 hours per week. It was agreed that the Clerk would contact Diane Dowling at ABCA to see how the council could assist, perhaps with a grant for lockable/portable storage so that their office usage (currently two large offices) could be reduced in the long term and the organisation could pay only for time used in a re-ordered Town Hall. To be referred back to the donations sub-committee following revised application.	

	<p>Town Events. Cllr Nelson would amend the draft policy to include an agreed two-year lead in period prior to the event being regarded as a Town Event. During this period event organisers would be able to apply for grant assistance through the donations committee. Once the event was established satisfactorily, it would achieve town event status and form part of the precept budgeting. An annual review with accounts for all town events would be undertaken by the donations committee. These changes would not apply retrospectively. The policy was agreed with these modifications.</p> <p>General. The council should consider publicising its annual allocation of funds for projects. <i>Post meeting note</i> - This is currently £5,000 and has been underspent for the past three years.</p>	
8	Any other business. None	
9	Date of next meeting. As required.	