



(iii) To receive the Minutes of the Finance Committee meeting, held on 11<sup>th</sup> December 2017 and to consider the Recommendations contained therein.

**RECOMMENDATIONS FROM FINANCE COMMITTEE MEETING:**

Sandwich Carnival Association be awarded a grant of £750.00

Age Concern, Sandwich be awarded a grant of £2,753 towards fitting of an energy efficient lighting system at Sneller House, Sandwich.

**RESOLUTION: The Minutes were approved as accurate and signed.**

**05.12.17 PAYMENT SCHEDULES**

(i) To approve the Sandwich Toll Bridge Fund Payment Schedule.

**RESOLUTION: The Minutes were approved as accurate and signed.**

(ii) To approve the Museum & Archives Payment Schedule.

**RESOLUTION: The Minutes were approved as accurate and signed.**

**06.12.17 FINANCE**

(i) To receive the Sandwich Toll Bridge Fund Statement of Accounts as at 30<sup>th</sup> November 2017.

**RESOLUTION: Noted**

(ii) To receive the Sandwich Guildhall Museum Statement of Accounts as at 30<sup>th</sup> November 2017.

**RESOLUTION: Noted**

**07.12.18 ASSET MANAGEMENT**

To receive and consider the following information from Quilter Cheviot which was handed out at the Council meeting.

(i) Monthly investment report for month ending 30<sup>th</sup> November 2017.

**RESOLUTION: Noted and agreed.**

**08.12.18 MUSEUM**

**(i) Merry Weather Fire Appliances**

To receive and consider a report from Mrs M Outen, Museum and Heritage Manager.

**RESOLUTION: The Merry Weather Fire Appliances repairs are to be paid for by monies from IMOF – Museum and Heritage Manager to facilitate.**

**(ii) Dr Frank Andrews – Librarian Sandwich Guildhall Archives**

To receive and consider a report from Mrs M Outen, Museum and Heritage Manager. Dr Frank Andrews has retired today (18<sup>th</sup> December 2017) after 25 years of volunteering within the archives.

**RESOLUTION: Invite Dr Andrews for a pre-meeting on 29<sup>th</sup> January 2018 at 5.30pm to thank him for all his efforts – Museum and Heritage Manager to facilitate.**

**09.12.18 CONFIDENTIAL ITEM**

(i) It is recommended that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

(ii) To receive, consider and note HR report from Acting Town Clerk.

The Mayor also advised Councillors that following interviews today (18<sup>th</sup> December 2017) the interview panel would like to employ two caretakers. One full time (37.5 hrs per week) and the other slightly less (30 hrs per week) with effect from January 2018.

**RESOLUTION: Noted and agreed. Acting Town Clerk to prepare employment papers.**

(iii) To receive, consider and note Shop Watch report from Acting Town Clerk.

Cllr Holloway, as Chair of PCC, offered to submit an application to cover Shop Watch monies for April 2018 onwards.

All Councillors agreed with Cllr Watts who stated we are responsible employers and should use Shop Watch with immediate effect.

**RESOLUTION: Noted and agreed to join scheme with immediate effect.**

(iv) To receive a consider Guildhall Project report and attachment from Museum and Heritage Manager.

Museum and Heritage Manager updated Councillors regarding the changes within HLF funding and advised that there would be a further update meeting on Monday 8<sup>th</sup> January 2018 regarding A New Vision for Sandwich HLF Bid.

**RESOLUTION: Noted and agreed.**

10.12.17

**DATE AND TIME OF NEXT MEETING**

Monday 29<sup>th</sup> January 2018, following the Ordinary meeting of the Town Council, in the Council Chamber.

DRAFT