

Minutes of a Meeting of the Trustees of Sandwich Toll Bridge Fund, held on Monday 5th August 2013, in the Council Chamber, Guildhall, Sandwich.

Present:Councillors: **The Mayor (in the Chair)**
 HJ Bragg
 PI Carter
 RA Daw
 Mrs JL Dunay
 P Graeme
 Mrs S Laslett
 Mrs V Lioté
 Mrs P Russell
 JP Scollard
 BA Scott
 JO Sneller
 JJ Watts

Officer Present: **Miss T. Weir**

27.7.13 APOLOGIES

Apologies were received from Councillor Leith due to work commitments, Councillor Moorhouse due to being on holiday and Councillor Trussler due to an injury.

28.7.13 DECLARATIONS OF INTEREST

No private interests were declared.

29.7.13 MINUTES

The Minutes of the Meeting of Trustees, held on 15th July, were received. Councillor Scollard requested the Minutes be amended to show that he was not present, due to ill-health. With this amendment, the Minutes were approved and signed.

30.7.13 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

31.7.13 FINANCE COMMITTEE MINUTES

The Minutes of the Finance Committee, held on 15th July 2013, were approved and signed.

RESOLVED: That the following recommendations be approved:

(i) Two further quotes for undertaking repair work on the St Peter's Day Hall and Day Social Hall porch in 2014/15 (including necessary decoration) will be obtained and brought to the next Finance Committee meeting when the Budget is discussed.

(ii) The tenants of this property to be informed that this work is being looked into.

32.7.13 PAYMENT SCHEDULE

The schedule of payments, totalling £11,203.83, was received, approved and signed.

33.7.13 FINANCE

(i) Trustees received the Statement of Accounts for the period ending 30th June 2013.

RESOLVED: That the Statement of Accounts for the period ending 30th June 2013 be noted.

(ii) Trustees received the Museum & Archives Payment Schedule. The schedule of payments, totalling £247.91, was received, approved and signed.

34.7.13 MUSEUM VOLUNTEERS RECEPTION

Trustees considered the date for this year's Museum Volunteers Reception.

RESOLVED: That the 2013 Museum Volunteers Reception be held on Friday 8th November.

35.7.13 CORRESPONDENCE

(i) Letter dated 22nd July from Christopher Allen (Community Safety, CCTV and Parking Manager – DDC) regarding recent traveller incursion into Guildhall car park.

RESOLVED: That the letter be noted.

(ii) Letter dated 24th July from Linton Culver. The Mayor deferred discussion of this item to the end of the meeting so that it could be considered as confidential.

RESOLVED: That the Proper Officer request further information to be brought, with the original letter, to the next meeting of the Toll Bridge Fund Finance Committee.

(iii) Email correspondence dated 29th July requesting use of Forecourt by Futures for Dogs, Saturday 10th August and Saturday 7th December 2013.

RESOLVED: That permission be granted subject to no other events being scheduled for the Forecourt on those dates.

36.7.13 ASSET MANAGEMENT

Trustees considered the following information from Cheviot Asset Management en bloc:

(i) Capital Account Statement for the period to 15th July 2013.

(ii) Income Account Statement for the period to 15th July 2013.

(iii) A portfolio valuation report as at 28th June 2013 (full report available in the Clerk to the Trustees' office)

(iv) Contract note for the sale of Reed Elsevier and introduction of a holding of WPP, dated 23rd July 2013.

RESOLVED: That the information be noted.

37.7.13 DATE AND TIME OF NEXT MEETING

Monday 19th August 2013, after Council meeting, in the Council Chamber.

Signed: _____ Date: _____