

Minutes of a Meeting of the Trustees of Sandwich Toll Bridge Fund, held on Monday 2nd December 2013, in the Council Chamber, Guildhall, Sandwich.

Present: Trustees: The Deputy Mayor (in the Chair)
MW Moorhouse
Mrs S Laslett
Mrs V Lioté
Mrs P Russell
JO Sneller
MB Trussler
DMA Wood

Officer: Miss L Fidler

07.12.13 APOLOGIES

Apologies were received and accepted from The Mayor, Cllr Bragg, Cllr Carter, Cllr Daw, Cllr Mrs Dunay, Cllr Scollard, Cllr Scott and Cllr Watts.

08.12.13 DECLARATIONS OF INTEREST

There were no declarations of personal interest.

09.12.13 MINUTES

The Minutes of the Meeting of the Trustees, held on 18th November 2013, were received, approved and signed.

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

There were no matters arising from the Minutes of the Meeting of the Trustees, held on 4th November 2013, not covered elsewhere on the agenda.

11.12.13 PAYMENT SCHEDULE

The Payment Schedule for Sandwich Toll Bridge Fund, totalling £9,806.52, was received, approved and signed.

12.12.13 FINANCE

Members considered the following financial information:

(i) Statement of Accounts as at 31st October 2013 and report from Miss K Streatfeild regarding the staffing budget.

RESOLUTION: That this information be noted.

(ii) To approve the transfer of £35,263.00 from Quilter Cheviot cash reserves to the General Account for payment of digital sound and projection equipment for the Empire Cinema.

RESOLUTION: That £35,263.00 be transferred from the Quilter Cheviot cash reserves for payment of the Bell Theatre Services invoice. The contribution from Rex Cinemas will be obtained before the invoice is paid.

(iii) To consider the quote from Chubb Fire for updates to the Guildhall fire alarm system.

RESOLUTION: That these updates should be undertaken to the fire alarm system.

13.12.13 ASSET MANAGEMENT

The following information was received from Quilter Cheviot:

(i) Letter of 18th November 2013 and Portfolio Valuation as at 31st October 2013.

RESOLUTION: That this information be noted.

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

RESOLUTION: That this information be noted.

(iii) Letter of 31st October 2013 and accompanying Contract Note for the sale of shares in BP.

RESOLUTION: That this information be noted.

(iv) Letter of 4th November 2013 and accompanying Contract Note for the sale of shares in the Weir Group.

RESOLUTION: That this information be noted.

(v) Letter of 21st November 2013 and accompanying Contract Note for the sale of shares in Pennon.

RESOLUTION: That this information be noted.

14.12.13 SANDWICH FIRE APPLIANCES

Members received a copy of the proposed loan agreement for three fire appliances and considered approval of the terms and conditions contained therein.

RESOLUTION: That the terms of the loan agreement be accepted and Dover Transport Museum be asked to value the items.

15.12.13 CONFIDENTIAL ITEM

Members considered the following items:

POLICE OFFICE & CAB OFFICE

The following correspondence was considered in relation to the proposed changes to the CAB office and the proposal for the Police to use the Guildhall as a base:

(i) Emails from Jan Stewart, District Manager Dover Deal & District Citizens Advice Bureau;

(ii) Email from Phil Scott, Chairman Phoenix Centre;

(iii) Email from PCSO Ian Norton.

The Trustees discussed the various options available, it was widely felt that the charity should not need to pay for the Police to have a presence in the town, however, funding to keep youth provision at the Phoenix Centre is very important.

RESOLUTION: A grant of £2,600 will be given to the Phoenix Centre in 2014/15 to go towards youth services, on the understanding that the Phoenix Centre continue to allow the Police to have an office on the premises.

16.12.13 DATE AND TIME OF NEXT MEETING

Monday 16th December 2013, following the meeting of the Town Council, in the Council Chamber.

Signed: _____ **Date:** _____