

**Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 23<sup>rd</sup> March 2015 in the Council Chamber, Guildhall, Sandwich**

**Present:**        **Councillors: The Mayor (in the chair)**

**HJ Bragg**  
**PI Carter**  
**Mrs J L Dunay**  
**Mrs V Lioté**  
**MW Moorhouse**  
**Mrs P Russell**  
**JP Scollard**  
**BA Scott**  
**JO Sneller**  
**JJ Watts**  
**DMA Wood**

**Officer: Miss T Weir**

**08.03.15        APOLOGIES**

Apologies were received and accepted from Cllr Butcher, due to work reasons; Cllr Daw, due to personal reasons; Cllr Mrs Laslett, due to ill health, and Cllr Trussler, who was on holiday.

**09.03.15        DECLARATIONS OF INTEREST**

**10.03.15        MINUTES**

The Minutes of the Meeting of the Trustee held on 16<sup>th</sup> February 2015 were approved. There were no matters arising from those minutes not covered elsewhere on this agenda

**11.03.15        FINANCE COMMITTEE**

The Minutes of the Meeting of the Finance Committee held on 2<sup>nd</sup> March 2015 were received and the Recommendations contained therein were considered.

**RESOLUTION:**

**12.03.15        PAYMENT SCHEDULES**

**(i)** The Sandwich Toll Bridge Fund Payment Schedule, totalling £25,318.14, was received, approved and signed.

**(ii)** The Museum & Archives Payment Schedule, totalling £66.11, was received, approved and signed.

**13.03.15        FINANCE**

The following financial information was received:

**(i)** Sandwich Toll Bridge Fund - statement of accounts as at 31<sup>st</sup> January 2015.

**(ii)** Sandwich Toll Bridge Fund – statement of accounts as at 28<sup>th</sup> February 2015.

**(iii)** Sandwich Guildhall Museum: General Account - income & expenditure account for the period to 31<sup>st</sup> January 2015.

(iv) Sandwich Guildhall Museum: General Account – income & expenditure account for the period to 28<sup>th</sup> February 2015.

**14.03.15 SUGGESTED TIMETABLE OF MEETINGS 2015/16**

The Trustee considered a suggested timetable of meetings for 2015/16.

**RESOLUTION: That this timetable of meetings be approved and adopted, subject to any amendments that the new Council (as Trustee of the Fund) may wish to make after any election on 7<sup>th</sup> May 2015.**

**15.03.15 GUILDHALL FORECOURT**

The Trustee received an update from Cllr Sneller regarding proposed refurbishment of the Guildhall Forecourt.

**RESOLUTION:**

**16.03.15 REPLACEMENT WINDOW: TOURIST INFORMATION CENTRE**

The Trustee received and considered a quotation for replacing the window to the rear of the Tourist Information Centre.

**RESOLUTION:**

**17.03.15 RECORD OF ATTENDANCE AT MEETINGS**

The Trustee considered whether records of councillors' attendance at Sandwich Toll Bridge Fund Trustee and committee meetings should be kept, starting after the 2015 Election (this would not include attendance at informal / working group meetings, nor meetings of outside bodies).

**RESOLUTION:**

**18.03.15 DISABLED ACCESS RAMP – MILL WALL**

The Trustee considered how the £4,920 remaining costs could be found for the Disabled Access Ramp project to proceed at Mill Wall. This was also scheduled for consideration by the meeting of the Sandwich Town Council on 23<sup>rd</sup> March.

**RESOLUTION:**

**19.03.15 ASSET MANAGEMENT**

The Trustee received and considered the following information from Quilter Cheviot:

(i) Covering letter dated 9<sup>th</sup> February 2015 and contract notes regarding the purchase of holdings in Fidelity Money Builder Income and PIMCO Global Credit and addition to the holding in Allianz Gilt Yield, and the reduction of holdings in BP and BHP and sale of the holding in Blackrock World Mining.

**RESOLUTION: That this information be noted.**

(ii) Covering letter dated 13<sup>th</sup> February 2015 and contract note regarding the sale of the holding in Henderson European Special Situations Fund.

**RESOLUTION: That this information be noted.**

(iii) Income Account Statement for the period to 15<sup>th</sup> February 2015.

**RESOLUTION: That this information be noted.**

(iv) Covering letter dated 17<sup>th</sup> February 2015 and investment report for the month ending 31<sup>st</sup> January 2015 (full report available in the office of the Clerk to the Trustee).

**RESOLUTION: That this information be noted.**

**20.03.15**

**MAGNA CARTA**

The Trustee consider whether the Sandwich Toll Bridge Fund could provide funding, or underwrite the funding requirements, for Sandwich Town Council in relation to the short term objectives for Magna Carta and Charter of the Forest.

**RESOLUTION:**

**21.03.15**

**CONFIDENTIAL ITEMS**

(i) The Trustee considered a report by the Clerk to the Trustee, Miss L Fidler, regarding caretaking provisions.

**RESOLUTION:**

(ii) The Trustee considered a report by the Clerk to the Trustee, Miss L Fidler, regarding the Assistant Town Clerk & Mayor's Secretary.

**RESOLUTION:**

(iii) The Trustee considered the answers to questions 2 through to 8 raised in a letter from Williams & Barnes Solicitors regarding the lease of Fishergate to Sandwich Historical Boatyard Trust, dated 5<sup>th</sup> March 2015.

**RESOLUTION:**

**22.03.15**

**DATE AND TIME OF NEXT MEETING**

Monday 27<sup>th</sup> April 2015, following the meeting of the Town Council, in the Council Chamber.