

13.02.18

ASSET MANAGEMENT

To receive and consider the following information from Quilter Cheviot:

(i) Monthly investment report for the month ending 31st January 2018.

RESOLUTION: Noted and agreed.

(ii) Quarterly investment report for period ending 31st December 2018.

RESOLUTION: Noted and agreed.

14.02.18

A NEW VISION FOR SANDWICH – MARKET PLACE/FORECOURT

To receive and consider report from Acting Town Clerk relating to the tree and bus shelter in the Guildhall Market Place/Forecourt. Discussions ensued and it was felt that STC should adopt the recommendations of the consultants HMY.

RESOLUTION: Cllr Wood proposed that to assist with the New Vision for Sandwich STC Councillors therefore agree to the relocation of the bus shelter and removal of the tree. Seconded by Cllr Friend. All agreed with the exception of Cllr Carter who was against.

15.02.18

HLF BID

To receive an update from Museum and Heritage Manager relating to STBF HLF bid.

RESOLUTION: Cllr Friend proposed that this information be noted. Seconded by Cllr Wood. All agreed.

16.02.18.

FIND MY PAST

To receive and consider report from Museum and Heritage Manager relating to support for membership from this organisation.

RESOLUTION: Cllr Watts proposed that membership be approved. Cllr Sneller seconded. All agreed.

17.02.18

MAY COUNCIL MEETING DATE

To receive and consider report from Acting Town Clerk relating to the movement of Toll Bridge Fund meeting in May 2018

RESOLUTION: Noted and agreed to change date.

18.02.18

CONFIDENTIAL REPORT

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

RESOLUTION: Noted

(ii) To receive and consider report from Acting Town Clerk relating to Haley Sharpe Design Consultants.

RESOLUTION: All Councillors agreed not to pay any more monies to Haley Sharpe Design. Acting Town Clerk to inform HSD.

(iii) To receive and consider minutes (to be handed out at the meeting) from Advisory Committee meeting held on Monday 19th February 2018.

RESOLUTION: Cllr Carter proposed approval of minutes and recommendations made within the minutes. Cllr Holloway seconded. All agreed.

19.02.18

DATE AND TIME OF NEXT MEETING

Monday 26th March 2018, following the Ordinary meeting of the Town Council, in the Council Chamber.

TRUSTEES OF SANDWICH TOLL BRIDGE FUND

SCHEDULE of payments approved at a Meeting of the Trustees of Sandwich Toll Bridge Fund held on 26th March 2018

A/C No	Payee	Amount	VAT	Total
201	Paula Fright (Refund of room hire paid for Saturday 10th March)	£40.00	£0.00	£40.00
202	Kent County Council (Toll Bridge Fund Pension recharge)	£284.78	£0.00	£284.78
203	Sandwich Town Council (Reimbursement for Peninsula charge quarter 4 2017/18, and contributions towards cleaning stock and photocopying during 2017/18).	£2,468.52	£22.40	£2,490.92
204	JCS Online Resources Ltd (Find My Past subscription)	£301.87	£60.37	£362.24
205	K Laundry Ltd (Laundry services)	£24.68	£4.92	£29.60
206	Samantha Stevenson (Refund re cancelled wedding 1/6/18)	£50.00	£0.00	£50.00
207	Capita Business Services (March payroll)	£12,410.79	£0.00	£12,410.79
208	Total Gas & Power Ltd (Gas charges)	£1,383.56	£276.71	£1,660.27
209	Viridor Waste Management Limited (Recycling service)	£53.44	£10.68	£64.12
210	Easthope Stained Glass Studios (Repair cracked windows in Main Hall and Mayor's Parlour)	£115.00	£0.00	£115.00
211	The Comms Guys Ltd (Phone charges - alarm and lift)	£36.27	£7.25	£43.52
212	Pharos Insurance Brokers Ltd (Renewal Premium for Guildhall Artifacts)	£3,326.64	£0.00	£3,326.64
		£20,495.55	£382.33	£20,877.88

TRUSTEES OF SANDWICH TOLL BRIDGE FUND - MUSEUM ACCOUNT

SCHEDULE of payments approved at a Meeting of the Trustees of Sandwich Toll Bridge Fund held on 26th March 2018

A/C No	Payee	Amount	VAT	Total
58	Training Highway (Annual licence for Squarespace hosting - Museum website)	£191.80	£0.00	£191.80
59	Chris Anthony (General maintenance - Archive computers)	£48.00	£0.00	£48.00
60	Sandwich Town Council (Purchase of stock from Tourist Information Centre)	£308.00	£0.00	£308.00
61	Madylene Outen (Reimbursement for: mileage and parking - HLF meeting, clear plastic gripseal bags x 100 and 10 packs of photo card holders)	£42.92	£0.00	£42.92
62	JCS Online Resource Ltd (Find My Past subscription)	£301.88	£60.38	£362.26
63	Canterbury Archaeological Trust Ltd (Delivery of Pick Up the Past archaeology handling day)	£216.00	£43.20	£259.20
64	Wyman Electrical Limited (Supply and fit double sockets in climate controlled cabinets)	£170.00	£34.00	£204.00
65	The Sandwich Printing Company Limited (Printing of 5000 Museum leaflets)	£495.00	£0.00	£495.00
66	Tony Cooper (5 copies of 'Kent Folk Tales' to be sold in the Museum)	£37.50	£0.00	£37.50
		£1,811.10	£137.58	£1,948.68