

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 25th March 2019 in the Council Chamber, Guildhall, Sandwich

Present: Councillors: The Mayor, Cllr Ms Liote (in the chair)

**HJ Bragg
PI Carter
Ms C Felton
JE Franklin
D Friend
JEM Gisbey
PG Graeme
JO Sneller
JJ Watts**

Officer: Miss L Fidler

06.03.19 APOLOGIES

Apologies were received and accepted from Cllr Daw who had another commitment, Cllr Holloway who was unwell, Cllr Moorhouse who didn't have the paperwork and Cllr Ms O'Donoghue who was away. No apologies were received from Cllr Mrs Dunay or Cllr Wood.

07.03.19 DECLARATIONS OF INTEREST

There were no declarations of interest.

08.03.19 MINUTES

The Minutes of the Meeting of the Trustee held on 25th February 2019 were received, approved as accurate and signed. There were no matters resulting therefrom not covered elsewhere on the agenda.

RESOLUTION: The Minutes were approved as accurate and signed.

09.03.19 FINANCE COMMITTEE & GRANTS

(i) The Minutes of the Meeting of the Finance Committee held on 18th March 2019 were received and the Recommendations contained therein were considered:

RESOLUTIONS:

(a) The Minutes were approved as accurate and signed.

(b) That a grant of £5,000 be awarded to Sandwich in Bloom on a match funding basis.

(c) That no grant be awarded to Sandwich-Sonsbeck Twinning Association to assist with funding of a visit to Sonsbeck.

(d) That a grant of £360 be awarded to Re-Shake Theatre Company with a request that a number of places be made available to the Phoenix Centre and / or schools in Sandwich.

(e) That a grant of £1,500 be awarded to Deal Music and Arts Festival 2019 specifically to fund three concerts in Sandwich (two concerts in St Clement's Church on 5th July 2019 and one concert at St Mary's Arts Centre on 12th July). The funding to be given on the understanding that Sandwich Toll Bridge Fund is named as a sponsor.

(f) Not to waive the Guildhall room hire charges of £213.75 for Sandwich Christmas Lights Association retrospectively for the 2018 event.

(ii) Councillors considered a grant application from the Folk & Ale Festival Committee, in which £1,000 was sought to support the event in July 2019.

RESOLUTION: That £1,000 be awarded to the Folk & Ale Festival Committee for the 2019 event.

(iii) Councillors considered a grant application from the Sandwich Festival Committee, in which £1,500 was sought to support the event in August 2019.

RESOLUTION: That £1,500 be awarded to the Sandwich Festival Committee for the 2019 event.

10.03.19 ADVISORY COMMITTEE

The Minutes of the Meeting of the Advisory Committee held on 19th March 2019 were received and the Recommendations contained therein were considered:

(i) **The Minutes were approved as accurate and signed.**

(ii) **The information about the Causeway Tip was noted.**

(iii) **The business that is interested in acquiring part of the Guildhall Car Park from the charity will be instructed to liaise directly with the Trust's surveyor at Finns, and undertake to pay the surveyor's fees.**

11.03.19 PAYMENT SCHEDULES

(i) The Sandwich Toll Bride Fund schedule of payments, totalling £22,537.02 was received

RESOLUTION: All payments except the grant to Deal Area Foodbank were approved, and the Payment Schedule was signed. Councillors will meet with Deal Area Foodbank to seek confirmation that the grant can be dedicated used solely for the people of Sandwich before payment is authorised.

(ii) The Museum & Archives Payment Schedule, totalling £993.59 was received.

RESOLUTION: All payments were approved, and the Payment Schedule was signed.

12.03.19 FINANCE

(i) Members received the Sandwich Toll Bridge Fund Statement of Accounts as at 28th February 2019.

RESOLUTION: That this information be noted.

(ii) Members received the Sandwich Guildhall Museum Statement of Accounts as at 28th February 2019.

Cllr Carter queried item 53. RFO to respond via email to Council.

RESOLUTION: That this information be noted.

(iii) Cllr. Veronica Liote, the Mayor, confirmed that these account balances had not yet been checked but would be done asap.

13.03.19 CONFIDENTIAL REPORT

(i) Councillors received and considered a written HR report from Ms A Hollobon-Baxter.

RESOLUTIONS: That this information be noted.

(ii) Councillors received an inaugural written monthly progress report from Miss M Beardmore, Museum & Heritage Manager, on the progress of the "Guildhall Project". This report was considered confidentially due to the mention of a regular user of the Guildhall.

RESOLUTION: That this information be noted.

(iv) Councillors received and considered a written report from Miss L Fidler, Town Clerk, with information relating to the Guildhall Transfer and termination of the Sandwich Agreement.

RESOLUTION: That Furley Page solicitors be commissioned to undertake a preliminary review of the Trust before the transfer progresses; this will be paid for from the Trust's reserves.

14.03.18

DATE AND TIME OF NEXT MEETING

Monday 29th April 2019, following the Ordinary meeting of the Town Council, in the Council Chamber.

DRAFT