

Minutes of a Meeting of Sandwich Town Council at Trustee of Sandwich Toll Bridge Fund held Monday 30th September 2019, in the Council Chamber, Guildhall, Sandwich at the conclusion of the Town Council Meeting.

Present: **Councillors: The Mayor, Cllr Franklin (in the chair)**
 HJ Bragg
 AC Broun
 Mrs D Carter
 Ms AC Felton
 Ms AE Fox
 DR Friend
 PG Graeme
 AK Heaven
 MJ Holloway
 MJ Lintott
 HW Sampson
 Ms DLR Sivrikaya
 WP Staple
 D Wood

Officer: **Ms A Hollobon-Baxter (Minutes)**

- 14.09.19 APOLOGIES FOR ABSENCE**
Apologies were received and accepted from Cllr Carter.
- 15.09.19 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**
There were no declarations of interest.
- 16.09.19 MINUTES**
The minutes of the Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on 29th July 2019 were received and considered.
RESOLUTION: The minutes were approved as accurate and signed.
- 17.09.19 MUSEUM & ARCHIVE COMMITTEE**
The minutes of the Museum & Archive Committee meeting held on 11th September 2019 were received and considered.
RESOLUTION: The minutes were approved as accurate and signed.
- 18.09.19 ASSETS MANAGEMENT COMMITTEE**
The minutes of the Assets Management Committee meeting held on 16th September 2019 were received and considered. Cllr Broun requested that the minutes were amended to reflect that a spreadsheet be created of assets owned, current arrangements and renewal dates in order that more considered, careful and planned approach moving forward can be achieved.
RESOLUTION: The minutes be amended to reflect the amendment.
- 19.09.19 FINANCE COMMITTEE**
The minutes of the Finance Committee Meeting held on 24th September 2019 and consider the Recommendations contained therein.

20.09.19 **RESOLUTION: The minutes were approved as accurate and signed.**
PAYMENT SCHEDULES
The Sandwich Toll Bridge Fund Payment Schedule, totalling £105,894.77 was received for authorisation.
RESOLUTION: All payments were approved, and the Payment Schedule was signed.
The Museum & Archives Payment Schedule, £1,094.21 was received for authorisation.
RESOLUTION: All payments were approved, and the Payment Schedule was signed.

21.09.19 **FINANCE**

- (i) Councillors received the Sandwich Toll Bridge Fund Statement of Accounts as at 31st August 2019.
RESOLUTION: This information was noted but outstanding monies reserved for Deal Area Foodbank must be pursued.
- (ii) Councillors received the Sandwich Guildhall Museum Statement of Accounts as at 31st August 2019.
RESOLUTION: This information was noted.
- (iii) Councillors received the Quilter Cheviot investment summary report for the month ending 31st July 2019.
RESOLUTION: This information be noted.
- (iv) Councillors received the Quilter Cheviot investment summary report for the month ending 31st August 2019.
RESOLUTION: This information be noted and to invite the manager of the Quilter Cheviot STBF's fund to a meeting with Trustees as soon as possible i.e. October premeeting.
- (v) Councillors noted that the investments Tax Report for the financial year ending 5th April 2019 is available in the Town Clerk's office.
RESOLUTION: This information be noted.

22.09.19 **CONFIDENTIAL ITEM: REAR OF GUILDHALL CAR PARK**
Councillors received a confidential report regarding the Rear of Guildhall Car Park. This item was considered confidentially as the matter discussed was a contract negotiation, the disclosure of which could undermine the process.
RESOLUTION: Defer decision by Trustees until a meeting could be arranged with Dr Drew from the Market Place Surgery.

23.09.19 **DATE AND TIME OF NEXT MEETING**
Monday 28th October 2019 after the Quarterly Meeting of Sandwich Town Council at 7pm in the Council Chamber Guildhall.

Signed.....

Date.....