

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held Monday 27th January 2020, in the Council Chamber, Guildhall, Sandwich at the conclusion of the Town Council Meeting.

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

**HJ Bragg
AC Broun
Ms AC Felton
Ms AE Fox
DR Friend
AK Heaven
MJ Holloway
MJ Lintott
HW Sampson
Ms D Sivrikaya
WP Staple**

Officer: Miss L Fidler (Minutes)

- 10.01.20 APOLOGIES FOR ABSENCE**
Apologies were received from Cllrs Mrs D Carter, PI Carter and PG Graeme. No apologies were received from Cllr Wood.
- 11.01.20 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**
There were no declarations of interest.
- 12.01.20 MINUTES**
(i) The minutes of the Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on 16th December 2020 were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
(ii) The minutes of the Extra-Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on 8th January 2020 were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
- 13.01.20 ASSETS MANAGEMENT COMMITTEE**
The Minutes of the Assets Management Committee Meeting, held on 20th January 2020 were received and the Recommendations contained therein were considered.
RESOLUTION: The minutes were approved as accurate and signed, and the following Recommendation was approved by resolution:
(i) Professional firms in relation to damp issues and inspection report for St. Peter's Day & Social Hall and the Empire Cinema to be arranged.
- 14.01.20 PAYMENT SCHEDULES**
(i) The Sandwich Toll Bridge Fund Payment Schedule, totalling £46,906.37 was received for authorisation.
RESOLUTION: All payments were approved, and the Payment Schedule was signed.

(ii) The Museum & Archives Payment Schedule, totalling £3,243,04 was received for authorisation.

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

15.01.20 REAR OF GUILDHALL CAR PARK

Councillors received a progress report from Mrs A Hollobon-Baxter following a meeting of the Mayor, Deputy Mayor and Dr B Drew of the Market Place Surgery on 21st January 2020.

RESOLUTION: The report was noted, and the Mayor and Deputy Mayor were thanked for their ongoing work.

16.01.20 FINANCE

(i) Councillors received the Sandwich Toll Bridge Fund Statement of Accounts as at 31st December 2020.

RESOLUTION: This information was noted.

(ii) Councillors received the Sandwich Guildhall Museum Statement of Accounts as at 31st December 2020.

RESOLUTION: This information was noted.

(iii) Councillors receive a report from Mrs K Palmer, Responsible Finance Officer, seeking permission to draw down investment funds for use in the general account.

RESOLUTION: That £75,000 should be drawn down from the charity's investments for use in the general bank account.

(iv) Councillors received a letter from McCabe Ford Williams, the Trust's accountants, dated 9th December 2020 and approved the execution of the "letter of representation" and "engagement letter".

RESOLUTION: That both documents should be executed.

(v) Councillors received a report from Mrs K Palmer, Responsible Finance Officer, asking whether the Trust should contribute towards the Open Golf Legacy.

RESOLUTION: The Trust agrees in principle to contribute £2,500 towards the Legacy, pending further information from Dover District Council as to how the funds would be used.

17.01.20 DATE AND TIME OF NEXT MEETING

Monday 24th February 2020 after the Ordinary Meeting of Sandwich Town Council at 7pm in the Council Chamber Guildhall.

Signed.....

Date.....