

**Minutes of an Extra-Ordinary Meeting of Sandwich Town Council held on Wednesday 8<sup>th</sup> January 2020, in the Council Chamber, Guildhall, Sandwich at 7:00pm.**

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

**HJ Bragg  
AC Broun  
Ms D Carter  
PI Carter  
Ms AC Felton  
Ms AE Fox  
DR Friend  
PG Graeme  
MJ Holloway  
MJ Lintott  
HW Sampson  
DLR Sivrikaya  
DMA Wood**

**Officer: Miss L Fidler (Minutes)**

**07.01.20 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Heaven and Staple, who had personal commitments.

**08.01.20 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**

There were no declarations of interest.

**09.01.20 FINANCE COMMITTEE**

The Minutes of the Finance Committee Meeting, held on 17<sup>th</sup> December 2019 were received and the Recommendations contained therein were considered.

**RESOLUTION: The minutes were approved as accurate and signed, and the following Recommendations were approved by resolution:**

- (i) That the Responsible Finance Officer should contact Quilter Cheviot to discuss what increase could be made to investment income without significantly changing the current risk level. Changing to an Ethical Investment policy to be put on hold as a secondary idea.**
- (ii) A precept increase of 25% be considered; this matter was considered in greater detail as at Minute 04.01.20(ii).**
- (iii) That the revised salaries in the draft budget, lower than originally indicated, are accepted and incorporated.**
- (iv) That during the next year, as a priority there is a staffing review run by Advisory Committee.**

**10.01.20 CONFIDENTIAL ITEM**

- (i) It was recommended that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely**

disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

**RESOLUTION: That members of the public and press be excluded for the following items of business.**

- (ii) **Budget 2020/2021:** Members receive the Draft Sandwich Town Council 2020/2021 Budget as prepared by the Finance Committee. A report from Mrs K Palmer detailing significant changes (from the 2019/20 Budget) was included. It was noted that the Precept Demand Form must be submitted to Dover District Council on the 29<sup>th</sup> January and so the budget must be approved in advance of this deadline; virements within the budget can be made throughout the year (when approved by resolution) but there will be no further opportunity to change/increase the precept during the year after the 29<sup>th</sup> January. It was recommended that this item be considered confidentially due to the inclusion of information about staff salaries and management. The HR Manager was available to provide information about proposed staffing changes.

**RESOLUTION: That the Precept be increased by 25% (an increase of £24.71 per band "D" property for the year (48p per week)) and the Finance Committee will consider:**

- a) Bringing payroll in house;
- b) Re-instating a recruitment budget;
- c) Continuing support for the DDC help desk at Age Concern.

- (iii) **Events during the 149<sup>th</sup> Open:** Councillors received a report from Miss L Fidler, Town Clerk, containing information about two different proposals for outside events in Sandwich during the 149<sup>th</sup> Open. It was recommended that this matter be considered confidentially due to the inclusion of a private business proposal.

**RESOLUTION: A meeting will be arranged with representatives from Sandwich Town Council, Sandwich Chamber of Commerce and the Market Square Group, and a recommendation on the matter will be returned to Sandwich Town Council for the meeting on 27<sup>th</sup> January 2020.**

11.01.20

**DATE OF NEXT MEETING**

27<sup>th</sup> January 2019 at 6pm in the Council Chamber (**Quarterly Meeting**)

Signed.....

Date.....