

**Minutes of the meeting of the Sandwich Town Council Finance Committee,
held remotely on 20th July 2020, at 6.00pm**

The statutory requirements for meetings under the Local Government Act 1972 cannot be met during the current Coronavirus pandemic. As a result, s78 of the Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ('the 2020 Regulations') have come into force which enables the Town Council to hold meetings remotely.

Present: Councillors: The Mayor, Cllr PG Graeme (in the Chair)
AC Broun
MJ Holloway
DR Friend
WP Staple

Officers: Mrs K Palmer (Minutes)
Mrs A Hollobon-Baxter

19.07.20 APOLOGIES

No apologies were received from Cllr Bragg. Apologies were received from Cllrs Wood and Mrs D Carter after the meeting had taken place.

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

There were no declarations of interest.

21.07.20 FINANCIAL FORECAST 2020/21

(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 item 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) Members received an updated financial forecast / cash flow spreadsheet for 2020/21 and accompanying report from Mrs K Palmer, Responsible Finance Officer. Councillors were asked to consider if any further reports, specific work or scenarios should be worked up, or if there are any recommendations for Council. It was recommended that this item be considered confidential due to the inclusion of staffing and tenancy agreement information contained within the report.

RECOMMENDATION:

A meeting is to be arranged (to take place in the Main Hall, where social distancing can be achieved) to discuss Sandwich Town Council finances, with the aim of progressing ideas to maximize income, in order to make the Guildhall more self-sustaining.

Invitees to be confirmed (or volunteers to be arranged on the 27th July meeting of Sandwich Town Council).

22.07.20 DATE OF NEXT MEETING

Monday 17th August 2020 to be set as a provisional date, pending the meeting above being arranged.

Summary of Actions to be undertaken upon Resolution by full Council.

Minutes	Action	Member/Officer to complete	Update/record of completion
21.07.20 (ii)	A meeting is to be arranged (invitees to be confirmed) to take place by early August, in the Main Hall, to discuss Sandwich Town Council finances and ideas for increasing income sources.	Officers to arrange.	Meetings not yet taken place in person although Zoom meetings taken place during Nov 2020.