

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on Monday 28th March 2022, at the conclusion of the Town Council Meeting at 7pm.

Present: Councillors: J Franklin (in the chair)

**D Carter
P Carter
M Clements
A Fox
D Friend
N Gray
K Heaven
D Marie
HW Sampson
D Sivrikaya
C Ungerson
C Wiles**

Officer: K Palmer (Minutes)

01.03.22 APPROVAL FOR APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Graeme and Cllr Bragg (unwell) and Cllr Lintott (work commitment).

02.03.22 DECLARATIONS OF INTEREST

Cllr Marie declared an interest in item 06.03.22 (i) as Secretary to Sandwich Salutes the 40's.

03.03.22 MINUTES

Councillors received and considered the Minutes of the Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on 28th February 2022.

RESOLUTION: Minutes were approved as accurate and signed.

04.03.22 PAYMENT SCHEDULES

(i) Members received the Sandwich Toll Bridge Fund Schedule of Payments for March.

RESOLUTION: All payments were approved.

Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.

(ii) Members received the Sandwich Toll Bridge Fund Guildhall Schedule of Payments for March.

RESOLUTION: All payments were approved.

Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.

(iii) Members received the Museum & Archives Payment Schedule for March.

RESOLUTION: All payments were approved.

Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.

05.03.22 FINANCES & INVESTMENTS

- (i) Cllrs received the Sandwich Toll Bridge Fund Statement of Accounts as at 28th February 2022.
RESOLUTION: Approved.
Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.
- (ii) Cllrs received the Sandwich Toll Bridge Fund Guildhall Statement of Accounts and petty cash as at 28th February 2022.
RESOLUTION: Approved.
Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.
- (iii) Cllrs received the Sandwich Guildhall Museum Statement of Accounts as at 28th February 2022.
RESOLUTION: Approved.
Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.
- (iv) Cllrs received the Quilter Cheviot Investment Management monthly report as at 28th February 2022.
RESOLUTION: This information was received and noted.
- (v) Cllrs received a letter from Quilter Cheviot Investment Management.
RESOLUTION: This information was received and noted.
- (vi) Cllrs received a 2021/22 forecast outturn and cash flow spreadsheet for Sandwich Toll Bridge Fund from the Responsible Finance Officer.
RESOLUTION: This information was received and noted.
Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.
- (vii) Cllrs received a 2021/22 forecast outturn and cash flow spreadsheet for Sandwich Toll Bridge Fund Guildhall Account from the Responsible Finance Officer.
RESOLUTION: This information was received and noted.
Cllrs Clements, Gray, Heaven and Ungerson abstained from voting.
Cllr Sivrikaya voted against.
- (viii) Cllrs received updated Sandwich Toll Bridge Fund Financial Regulations. Cllrs noted that Appendix 1 (last updated on 29th June 2020) details financial and other delegated powers of Officers. All updates / changes were highlighted for clarity.
RESOLUTION: Financial Regulations are approved.

Cllr Marie left the meeting at this point.

06.03.22 GRANT APPLICATION 2022/23

Cllrs considered the following grant application from the 2022/23 STBF grants budget. Cllrs noted that the 2022/23 grant budget is £15,000 and £2,000 has been awarded to the Folk and Ale Committee and a further £2,000 to Sandwich Cricket Club, therefore £11,000 funding remains.

- (i) Sandwich Salutes the 1940's: An application for £2,000 funding has been received, in order to fund the event in 2022. Further supporting information had been requested by the RFO.

RESOLUTION: Funding declined due to lack of prior accounts and detail in the application. However, an application would be welcomed next year when accounts from 2022/23 will be available.

Cllr Marie re-entered the meeting.

07.03.22 GUILDHALL REPAIRS

Cllrs received and considered a report and quotation from the Chief Executive advising of repairs required to the Guildhall.

RESOLUTIONS:

- (i) Although the quote already obtained is likely to offer the best value for money, an attempt should be made to find two further quotes as per the Financial Regulations.**
- (ii) If the further quotes are of a similar value to the first, the first quote should be accepted.**

Cllr Heaven, Cllr Sivrikaya and Cllr Clements abstained from voting.

08.03.22 GUILDHALL ARCHIVES

Cllrs received and considered a report and quotation from the Chief Executive and the Consultant Archivist, relating to the Guildhall Archives. Cllr Fox thanked Mrs Elliot and Mrs O'Donoghue for their hard work.

RESOLUTION: The Guildhall Archives should be relocated to the Guildhall Undercroft. (Details of timescales and cost implications were not discussed).

Cllr P Carter and Cllr Mrs D Carter abstained from voting.

09.03.22 DATE AND TIME OF NEXT MEETING

25th April 2022 at the conclusion of the Sandwich Town Council meeting.

Signed.....

Date.....

