

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on Monday 19th December 2022 at the conclusion of the Town Council Meeting at 7pm.

Present: Councillors: J Franklin (Chairman)

**P Carter
D Carter
D Friend
P Graeme
N Gray
K Heaven
D Marie
M Moorhouse
D Sivrikaya
M Pennington
H Sampson
C Ungerson
C Wiles**

Officer: Responsible Finance Officer (Minutes)

05.12.22 APPROVAL FOR APOLOGIES FOR ABSENCE

Apologies were received from Cllr A Fox, who had a personal commitment.

06.12.22 DECLARATIONS OF INTEREST

The Mayor, Cllr J Franklin declared an interest in item 8, as a Trustee of Age Concern.

07.12.22 MINUTES

(i) Councillors received and considered the Minutes of the Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund held on 30th November 2022.

RESOLUTION: Minutes were approved as accurate and signed.

(ii) Councillors received and considered the Minutes of the Finance Committee held on 12th December 2022.

RESOLUTION: Minutes were approved as accurate and signed.

08.12.22 PAYMENT SCHEDULES

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

RESOLUTION: All payments were approved.

Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.

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

RESOLUTION: All payments were approved.

Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.

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

RESOLUTION: Payments were approved.

Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.

09.12.22 FINANCES & INVESTMENTS

- (i) To receive and note the Sandwich Toll Bridge Fund Statement of Accounts and cash flow statement as at 30th November 2022.
RESOLUTION: Received and approved.
Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.
- (ii) To receive and note the Sandwich Toll Bridge Fund Statement of Accounts, petty cash and cash flow statement as at 30th November 2022.
RESOLUTION: Received and approved.
Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.
- (iii) To receive and note the Sandwich Toll Bridge Fund Guildhall Statement of Accounts and petty cash as at 30th November 2022.
RESOLUTION: Received and approved.
Cllrs Sivrikaya voted against, Cllr Heaven abstained from voting.
- (iv) To receive and note the Quilter Cheviot Investment Management monthly report as at 30th November 2022.
RESOLUTION: Received and noted.

10.12.22 **DELEGATED POWERS TO DISPOSE OF NON-ACCESSIONED OBJECTS**

The Trustee received and considered a report from the Museum Coordinator seeking delegated power to dispose of un-accessioned objects. Cllr Ungerson spoke to outline risks involved in disposing of Objects from the Museum.

RESOLUTION: The Museum Coordinator should not be given delegated powers, but should provide a list of non-accessioned items to the Trustee for approval. A local historian or archivist should also be consulted as part of the process.

11.12.22 **CONCERN ABOUT MUSEUM ARTEFACTS**

Council was asked to receive and consider a report from the Museum Coordinator seeking approval to carry out an investigation and potentially dispose of items from the Museum's collection. The Chairman, Cllr J Franklin read out a list of items supplied by the Museum Coordinator, to the Trustees.

RESOLUTION: A Military Expert from the Royal Engineers Unit in Dover to be consulted.

Cllr P Graeme and Cllr J Franklin left the room.

12.12.22 **CONCESSION FOR ROOM HIRE COSTS**

The Trustee considered waiving the cost of room hire for the Age Concern Christmas Party.

RESOLUTION: The request has been refused on the grounds that it is retrospective, which contravenes Sandwich Toll Bridge Fund grant application criteria, and that Age Concern charge residents for the meal.

Cllr P Graeme and Cllr J Franklin re-entered the room.

13.12.22 **THE EMPIRE CINEMA BOUNDARY WALL**

Trustee received a report from the Chief Executive Officer, regarding works required to the boundary wall at the Empire Cinema.

RESOLUTION: A structural engineer and a solicitor to be appointed.

14.12.22 GRANT APPLICATION

The Trustee considered a grant application from Sandwich Salutes the 40s Festival for £2,000 to contribute to the 2023 event. The Trustee noted that there is already an overspend of £10,020 on this year's grant budget and that the suggested 2023/24 grants budget is £20,000. Trustee was asked to confirm which financial year this grant should be allocated to, if successful.

RESOLUTION: Grant of £2,000 is approved, to be paid from the 2023/24 budget.

15.12.22 DATE OF NEXT MEETING

Monday 30th January 2023 at the conclusion of Sandwich Town Council meeting.

Signed.....

Date.....