

**Minutes of the Ordinary Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund Monday 22<sup>nd</sup> May 2023**



Chair: Cllr P Carter  
 Councillors: I Black, D Carter, E Csuka, J Franklin, S Mallett, M Moorhouse, M Pennington, L Ripley, V Tomlins, C Wiles

Officer and others attending: Gill Gray Interim Town Clerk and one resident.

STBF.05.23.1	<p><b>Apologies for absence received:</b>          Apologies were received and accepted from: Cllr W Fortescue due to travel commitment, Cllr P Breen due to travel commitment, Cllr N Gray due to travel commitment, Cllr D Marie due to work commitment, Cllr C Ungerson due to travel commitment and Cllr S Chandler (KCC) as prior commitment in her diary.</p>	
STBF.05.23.2	<p><b>Declarations of interest:</b>          The following declarations of interest were received:          None.</p>	
STBF.05.23.3	<p><b>Minutes of the previous Meeting:</b>          To approve the Minutes of the Ordinary Meeting of STC as Trustee of Sandwich Toll Bridge Fund, held on 24<sup>th</sup> April 2023 and to consider any matters arising from those minutes not covered elsewhere in this Agenda.  <b>It was moved by Cllr Franklin and seconded by Cllr Moorhouse and RESOLVED: that the minutes of the STC as Trustee of STBF held on 24<sup>th</sup> April 2023 be signed and approved as an accurate record of the meeting.</b></p>	
STBF.05.23.4	<p><b>Payment Schedules:</b></p> <p><b>4a</b> Members received the Sandwich Toll Bridge Fund Schedule of Payments for May.  <b>RESOLUTION: Schedule of Payments for May were received and approved. Four Members abstained.</b></p> <p><b>4b</b> Members received the Sandwich Toll Bridge Fund Guildhall Schedule of Payments for May.  <b>RESOLUTION: Schedule of Payments for May were received and approved. Four Members abstained.</b></p> <p><b>4c</b> Members received the Museum and Archives Schedule of Payments for May.  <b>RESOLUTION: Schedule of Payments for May were received and approved. Four Members abstained.</b>          Cllr Black stated that it was important that a STBF briefing and training for Cllrs is provided by the RFO. Interim Town Clerk assured Members that this was planned. Cllr Mallett</p>	

	<p>queried the entry on the funding schedule as there should be an amount recorded for the 40's Salute event, Interim Town Clerk to speak to the RFO and report back to Council.</p>	
STBF.05.23.5	<p><b>Finances and Investments:</b></p> <p><b>5a</b> To receive and approve the Sandwich Toll Bridge Fund Statement of Accounts as at 30<sup>th</sup> April 2023.  <b>RESOLUTION: STBF Statement of accounts 30<sup>th</sup> April 2023 were received and approved. Three Members abstained.</b></p> <p><b>5b</b> To receive and approve the Sandwich Toll Bridge Fund Guildhall Statement of Accounts as at 30<sup>th</sup> April 2023.  <b>RESOLUTION: STBF Guildhall Statement of accounts 30<sup>th</sup> April 2023 were received and approved. Three Members abstained.</b></p> <p><b>5c</b> To receive and approve the Sandwich Toll Bridge Fund Guildhall Museum Statement of Accounts as at 30<sup>th</sup> April 2023.  <b>RESOLUTION: STBF Guildhall Museum Statement of accounts 30<sup>th</sup> April 2023 were received and approved. Three Members abstained.</b></p> <p><b>5d</b> To receive and approve the Quilter Cheviot Assets Management monthly investment report as at 30<sup>th</sup> April 2023  <b>RESOLUTION: Quilter Cheviot Assets Management Investment report 30<sup>th</sup> April 2023 were received and approved. Three Members abstained.</b>  Cllr Black enquired how often the investments are reviewed, the Mayor confirmed that this is done annually.</p>	
STBF.05.23.6	<p><b>Grant Applications:</b>  To receive and consider the following grant applications:  None received.</p>	
STBF.05.23.7	<p><b>Bank Account Signatories</b>  Members considered a report from the RFO regarding bank account signatories.  <b>It was moved by Cllr Csuka and seconded by Cllr Mallett and RESOLVED: that Cllrs Csuka, Pennington, and Ripley be added as bank signatories for STC/STBF NatWest bank accounts; all ex-Cllrs and staff no longer employed by STC or Charity be removed immediately as signatories on the Bank Mandate.</b></p>	
STBF.05.23.8	<p><b>Museum Reports</b>  A Collections Care Grant and Payment  B Museum and Archive Committee  C Plaque for John May  Members considered three reports from the Museum Coordinator.  <b>It was moved by Cllr Moorhouse and seconded by Cllr Ripley and RESOLVED: that the Collections Care Grant and Payment were approved at a total cost of £1,514.94 including VAT from the Museum Account.</b></p>	

	<p><b>It was RESOLVED: that Item B was deferred until the membership of the Museum and Archive Committee was confirmed to the Trustee. Four Members abstained.</b></p> <p><b>It was moved by Cllr Franklin and seconded by Cllr Wiles and RESOLVED: that Item C was deferred until the use of the area at the back of the Court Room was determined.</b></p>	
STBF.05.23.09	<b>Meeting closed at 9.05pm</b>	
STBF.05.23.10	<b>Date of next STBF Meeting: 26<sup>th</sup> June 2023.</b>	

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