

**FINANCE & GENERAL PURPOSES COMMITTEE
MINUTES**

MONDAY 25th APRIL 2016

Cllrs. B. Bayford, J. Bayford, Binks, Buckley, Dexter, Leys, Matterface, D. Saunders (Chairman), M. Saunders, Savage, Shaw, Taylor-Smith.
Administrator: Christine Chappell.

**Minutes marked * require a resolution from the
Town Council**

400 APOLOGIES FOR ABSENCE

Cllrs. Hayton, Moore and Parsons.

401 DECLARATIONS OF INTEREST

None.

402 MINUTES

RESOLVED to APPROVE and Chairman to SIGN the minutes of the Finance and General Purposes Committee meeting held on Monday 14th March 2016.

RECEIVED:

The minutes of the Community Centre and Pierremont Park/Buildings Sub-Committee meeting held on Monday 21st March 2016 (unconfirmed).

The minutes of the Staff Management Sub-Committee meeting held on Wednesday 13th April 2016 (unconfirmed)

The minutes of the Internal Audit Effectiveness Review Sub-Committee held on Monday 18th April 2016. (unconfirmed)

403 CHAIRMAN'S REPORT and UPDATE FROM MEMBERS OF ORGANISATIONS

The Chairman had nothing to report.

As a trustee of CT10 Parochial Charity, Cllr Matterface gave an update on their AGM, the welcoming of the new priest to Holy Trinity Church, the progress of the proposed development of the site at Alexandra Road, the progress of the signing of the lease of Culmer's Land to the Town Council and the grant-making activities of the charity.

404 PARISH PARTICIPATION

There were no questions or representations from members of the parish.

405 CORRESPONDENCE and CONSULTATION RESPONSES

Notice of consultations had been circulated: members were invited to respond as individuals.

406 FINANCIAL MATTERS and ACCOUNTS FOR PAYMENT*

NOTED that a Town Clerk's report was not available.

RECEIVED the oral report of the independent person required to check the Council's bank reconciliation.

RESOLVED not to make any revisions to the current fees and charges for the year 2016 – 2017.

RECEIVED notification that the £100 fee for the Armed Forces Day road closure has been waived.

RECEIVED notification that no further meetings had taken place with the volunteers from the Royal School for the Deaf.

Ref. Min. 305 of 2015-2016

RESOLVED that the November 5th Fireworks event is to take place on Saturday 5th November 2016.

Cllr. Leys arrived at the meeting

RESOLVED to RECEIVE and AUTHORISE the payment of accounts schedule no. 259 after the amount for cheque 7649 is corrected.

407 INTERNAL AUDIT EFFECTIVENESS REVIEW*

Ref. Min. 398 of 2015-2016

NOTED that a Town Clerk's report was not available.

RESOLVED to RECEIVE the Statement of Internal Control for 2015-2106 and to RECOMMEND that it is adopted by the Town Council.

No amendments to the Statement of Internal Control were required arising from the Town Council's activity in the last week of March 2016.

RESOLVED not to reduce the membership of the Finance & General Purposes Committee.

RESOLVED to defer the decision to engage a professional Finance Officer for the Pierremont /Retort House Restoration Project in July.

RESOLVED to discontinue the printing of an Annual Report as full financial information is provided on the Council website. If requested a paper copy will be made available.

NOTED the need to check and confirm that all parties using equipment at Mocketts Wood or any other site are suitably qualified and insured.

408 RETORT HOUSE, PIERREMONT SITE

Ref. Min. 362 of 2015-2016

NOTED that a Town Clerk's report was not available.

NOTED however that the project is progressing.

409 BROADSTAIRS AND ST. PETER'S COMMUNITY CENTRE TRUST

NOTED that a Town Clerk's report was not available.

Noted that five nominations for trustees had been made and their paperwork required completion before the handover could progress.

410 PREPARATION FOR ANNUAL COUNCIL MEETING

NOTED that a Town Clerk's report was not available.

NOTED that arrangements for the Annual Council Meeting are in progress and that the draft Ceremony Script would be emailed out by Cllr. Binks.

411 ANNUAL REPORT

NOTED that no draft report was available and the earlier resolution to discontinue printing.

412 ASSET DISPOSAL: PUBLIC TOILETS

RESOLVED to DEFER any Town Council response until after receipt and discussion of the Thanet District Council review of their assets.

413 ALLOTMENTS

Ref. Min. 198 of 2015-2016

NOTED that a visit to both allotment sites had taken place on Thursday 14 April 2016

NOTED the Allotment Administrator's report and no recommendations were arising. A further visit is planned for June 2016.

414 CULMER'S LAND

Ref. Min. 351 of 2015-2016

NOTED that a Town Clerk's report was not available.

NOTED that following a site visit by the Chair of Allotments and Land Sub-Committee, Town Clerk and Administrator to check the boundary of the proposed development by CT10 Charities in relation to Culmer's Land, the Administrator has been requested to check if the trees on the development site have TPO's.

415 BANDSTAND KIOSK

Ref. Min. 353 of 2015-2016

NOTED that there were no matters arising in relation to the Bandstand Kiosk.

No press or public were present

416 STAFFING MATTERS

NOTED that a Town Clerk's report was not available.

NOTED that the Town Clerk was on leave due to a bereavement.

NOTED that the Acting Town Clerk will be in the Office as agreed on Wednesday 4 May 2016 to cover the Town Clerk's planned absence.

417 PROPOSED FORWARD AGENDA ITEMS

Decorative Lighting.

Date of the next meeting: Monday 06 June 2016.

Administrator

Meeting closed at 9.15 p.m.

Meeting was recorded: ~~yes~~/no

Members of the public were present: ~~yes~~/no

Members of the press were present: ~~yes~~/no