

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 8 September 2014 at 7:00pm.

PRESENT

Cllr R L Piper (Chairman)

Cllr S L Arnold
Cllr C L L Baker *[substitutue for Cllr A S Clayton]*
Cllr N J L Busvine OBE
Cllr J M Canet
Cllr G R S Clack
Cllr Mrs M E Crabtree

Cllr A Eyre
Cllr R J Parry - Vice Chairman
Cllr S G Raikes *[ex officio]*
Cllr P E Towell
Cllr Mrs P C Walshe

(12)

ALSO IN ATTENDANCE

Chief Executive/Town Clerk
Responsible Finance Officer
Committee Clerk
5 members of the public

APOLOGIES

Cllr A S Clayton

The Chairman advised the Members of the Public that Agenda Item No 8, Quaker Hall Allotments, would be discussed as Agenda Item No 4 for their convenience.

The Chairman stated that he would be recommending from the chair to propose a 10 year lease and for a Recorded Vote. He thought that a 5 year and 1 year rolling lease would be more beneficial but recognised the concerns of others regarding this.

The Chairman advised that Cllr C L L Baker was nominated by Cllr A S Clayton as his substitute.

PUBLIC QUESTION TIME

The Chairman invited the Members of public to put forward any questions.

A member of the Sevenoaks Allotment Holders Association (SAHA) thanked the Chairman for his statement and advised that SAHA is currently seeking legal advice.

150 DECLARATIONS OF INTEREST

Cllrs J M Canet and Mrs M E Crabtree declared a non-pecuniary interest in all matters relating to allotments, being a Quaker Hall Allotment holder.

151 DISPENSATION

No requests had been received or approved.

152 MINUTES

It was RESOLVED that the minutes of the meeting of the Finance & General Purposes Committee held on 16 June 2014, adopted at Council on 30 June 2014 be received, noted and signed.

153 QUAKER HALL ALLOTMENTS

At the previous Finance and General Purposes Committee it was agreed to request the Open Spaces and Leisure Committee to consider and recommend whether the Business Plan provided gave a case for the term of lease for the Quaker Hall Allotment Land to Sevenoaks Allotment Holders Association (SAHA) to be longer than 10 years. The allotment land itself will always remain as allotment land. The point of discussion being the management of the allotment land.

The Open Spaces & Leisure Committee held on 14th July 2014 **RESOLVED** the following

To recommend to the Finance & General Purposes Committee that the renewal of the Quaker Hall Allotment Lease to SAHA be for term of 5 years followed by a 1 Year Rolling.

The Committee received and considered the recommendation from the Open Spaces & Leisure Committee regarding the lease of Quaker Hall Allotment Land. The Chairman proposed that there would be a recorded vote, agreed.

- a. A motion was put forward that Sevenoaks Town Council negotiate a lease with SAHA for a 10 year terms unless SAHA put forward a credible reason for a longer lease by 31 January 2015.

A recorded vote was taken:

Councillor	Voted	Councillor	Voted
S L Arnold	Against	A Eyre	Against
N J L Busvine	Abstained	R J Parry	Against
C L L Baker	For	R L Piper	Against
J M Canet	For	S G Raikes	Against
G R S Clack	For	P E Towell	Against
Mrs M E Crabtree	For	Mrs P C Walshe	For

The motion was lost.

- b. A motion was put forward that Sevenoaks Town Council negotiate a lease with SAHA for a 10 year term. A **UNANIMOUS** vote was recorded.

Councillor	Voted	Councillor	Voted
S L Arnold	For	A Eyre	For
N J L Busvine	For	R J Parry	For
C L L Baker	For	R L Piper	For
J M Canet	For	S G Raikes	For
G R S Clack	For	P E Towell	For
Mrs M E Crabtree	For	Mrs P C Walshe	For

It was RESOLVED that a 10 year lease be drawn up with SAHA for the management of the Quaker Hall Allotments.

154 SUB COMMITTEES

It was **RESOLVED that**:

- (a) Youth Council
the minutes of the Sevenoaks Youth Council held on 23 July 2014 be received, noted and adopted
- (b) Youth Services Sub Committee
The minutes of the meeting of the Youth Services Sub Committee held on 23 July 2014 be received, noted and adopted

155 FINANCE REPORTS

The Chairman introduced the Committee to the new Responsible Finance Officer, Mrs Julie Lobley.

The Finance reports were received and considered

It was **RESOLVED that** the

- a) Statement of Accounts
Statement of Accounts, together with the Finance Officer's report from 1 May to 30 June 2014, be received and adopted.
- b) Suppliers' Accounts
Accounts listed in the schedules from 1 May to 30 June 2014 (£115,033.28) having been inspected and compared with the schedules be authorised for payment.
- c) Payroll Account
Payments from the account listed in the schedules from 1 May to 30 June 2014 having been compared with the schedules be confirmed.
- d) Petty Cash Account
Payments from the petty cash account from 1 May to 30 June 2014 (£997.67) having been inspected and compared with the schedules, be confirmed.
- e) Hospitality and Gifts Register
It was AGREED that the Hospitality or Gifts received by the employees of Sevenoaks Town Council up to 30 June 2014 be noted.

156 GRANTS

The Committee received, considered and noted Grant aid requests and reports received.

- a) **It was RESOLVED that** the following sums be awarded under the General Power of Competence [Localism Act 2011 sections 1-8 refers] for the financial year 2014/2015 to:

Organisation	Sum
Sevenoaks & Swanley CAB	780
Sevenoaks Three Arts Festival (Young Musician of the Year Award)	500
Sevenoaks Christian Counselling Service	1900
Kent Cricket Board	900

It was **AGREED that** conditions of the grant be outlined to the above organisations.

- b) **It was RESOLVED that** the grant reports be received and noted.

157 CHANGES TO OFFICER BANK SIGNATORIES

It was RESOLVED to approve the following changes to the Officer Bank Signatories:

- | | |
|---------------------------|-----------------------------------|
| 1. Remove Christin Parvin | past employee |
| 2. Add Julie Lobley | new Responsible Financial Officer |
| 3. Add Hugh D'Alton | new Assistant Town Clerk |

158 WW1 REMEMBRANCE DAY

The Committee received and noted a report from the Town Clerk regarding World War 1 1914-1918 Commemoration in Sevenoaks. It was noted that there had been positive feedback from families who really appreciated the commemoration.

159 SUSTAINABLE COMMUNITIES ACT – BUSINESS RATES

The Committee received and noted a letter received from Stephen Williams MP dated 1 September 2014 regarding the Town Council's failed bid under the Sustainable Communities Act for a return of % of Business Rates to Town and Parish Councils.

It was RESOLVED that the Town Clerk appeal the decision through the Selector, the National Association of Local Councils (NALC)

160 SUSTAINABLE COMMUNITIES ACT – ELECTRICITY

The Committee received and considered a proposal to support a bid from Patchway Town Council that the Government shall give all Parish and Town Councils the right to sell electricity that they generate from any local schemes.

It was RESOLVED that the Town Council support this bid.

161 SEVENOAKS MARKETS

The Committee received and noted a report from the Town Clerk regarding the Sevenoaks' Markets.

It was RESOLVED that the Town Clerk be authorised to spend up to £7,500 from capital funding to purchase bespoke stalls with appropriate branding that can be more economically erected and dismantled and stored.

162 CAR PARKING AT TOWN COUNCIL OFFICES

A report from the Town Clerk regarding the car park at the Town Council Offices was received and noted.

It was RESOLVED that

- a) an area of the council offices car park be 'designated' with road markings to enable local resident's car parking. The rest to be used for the purposes of Sevenoaks Town Council Offices and the Red Cross to enable them to be operational.
- b) the arrangement to be reviewed in 6 months' time.
- c) this arrangement be posted to the website.

163 CHRISTMAS LIGHTS

The notes of the Christmas Lights organisational meeting held on 18th August 2014, were received and noted.

It was RESOLVED that

- a) the Town Clerk be authorised to spend an additional £15,000 from General reserves on new Christmas Lights festoons.
- b) Cllr J M Canet research the needs and requirements of Upper St Johns and Cllr S G Raikes the needs and requirements of lower St Johns for Christmas Lights in 2015.

164 TOWN PARTNERSHIP

It was RESOLVED that the minutes of the meeting of the Sevenoaks Town Partnership held on 6 August 2014 be received and noted.

165 CURRENT MATTERS AND PRIORITIES

A list of current matters and Priorities were received and considered.

It was RESOLVED that the reports relating to Current matters and priorities be noted.

166 PRESS RELEASE

It was RESOLVED that a Press Release be issued regarding the Grant applications.

IT WAS RESOLVED THAT under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.

167 RALEYS DEVELOPMENT

Sevenoaks Town Council has **Resolved** that it believes the disposal of the land at Raleys will enable the Town Council to secure the promotion of the economic, social or environmental well-being of the area.

It was noted that ten financial bids had been received and were being considered. Councillors were invited to view additional information at the Council Offices. A further report recommending proposal for contractor would be presented to Committee and Council in the near future.

The meeting closed at 9:15pm

Signed by the Chairman

