

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 15 December 2014 at 7:00pm.

PRESENT

Cllr R L Piper (Chairman)

Cllr S L Arnold	Cllr Mrs M E Crabtree
Cllr N J L Busvine OBE <i>[arrived 7:09pm]</i>	Cllr R J Parry (Vice Chairman)
Cllr J M Canet	Cllr S G Raikes <i>[ex officio]</i>
Cllr G R S Clack	Cllr P E Towell
Cllr A S Clayton <i>[arrived 7:44pm]</i>	Cllr Mrs P C Walshe

(11)

ALSO IN ATTENDANCE

Chief Executive/Town Clerk
Responsible Finance Officer
Committee Clerk

APOLOGIES

None

PUBLIC QUESTION TIME

No Members of the public were present.

296 DECLARATIONS OF INTEREST

Cllr A Eyre declared a non-pecuniary interest in Agenda Item 5 f in relation to the winding up reserve of the STAG. [Minute No 300 f (i)]. No further declarations of interest were received.

297 DISPENSATION

No requests had been received or approved.

298 MINUTES

RESOLVED that the minutes of the meeting of the Finance & General Purposes Committee held on 3 November 2014 be received, noted and signed as a true record.

299 SUB COMMITTEES

a) Youth Council

RESOLVED that the minutes of the Annual General Meeting of the Youth Council held on 19 November 2014 be received and noted.

b) Youth Services Sub Committee

NOTED that the meeting of the Youth Services Sub Committee due to have been held on 19 November 2014 was cancelled.

300 FINANCE REPORTS

The Finance reports were received and considered

RESOLVED that:

a) Statement of Accounts

the statement of accounts together with the Finance Officer's report from 1 to 31 October 2014, be received and adopted.

NOTED that Bullfrog Productions are expected to attend a future meeting of the Finance & General Purposes committee with regard to their previous application for grant funding [Minute 245 refers].

b) Suppliers' Accounts

the accounts listed in the schedules from 1 to 31 October 2014 (£86,314.13) having been inspected and compared with the schedules be authorised for

- payment.
- c) Payroll Account
the payments from the account listed in the schedules from 1 to 31 October 2014 having been compared with the schedules be confirmed.
 - d) Petty Cash Account
the payments from the petty cash account from 1 to 31 October 2014 (£897.81) having been inspected and compared with the schedules, be confirmed.
 - e) Investment Strategy 2015/2016
the current Investment Strategy of spreading risk across all approved institutions be continued.
 - f) Current General Reserves
The recommendations from the Responsible Finance Officer be adopted as follows:
 - i. to continue with the current policy of Sevenoaks Town Council in that the general reserves fund will equate to at least 6 months of the current precept and that this will be reviewed when Sevenoaks Town Council moves into the new Community Centre
- Cllr Eyre abstained from discussions in relation to the Stag Winding up reserve.*
- ii. to adopt the proposal to utilise the Community Centre reserve, current balance of £13k, in the forthcoming rebuild of the Community Centre.
 - iii. To continue to maintain the Pension Reserve and Planning Fees reserves
 - iv. Sevenoaks Town Council reviews any liabilities in relation to the Stag in the near future.
- g) Hospitality and Gifts Register
the Hospitality or Gifts received by the employees and Members of Sevenoaks Town Council up to 31 October 2014 be noted.

301 COMMUNITY STAGE

A report relating to the purchase and provision of Community Stage was received and noted.

RESOLVED to agree in principle to purchase a Community Stage subject to a business plan being presented by the Town Clerk to a future meeting of the Finance and General Purposes Committee.

302 RIBA COMPETITION

A report relating to the RIBA Competition for the new Sevenoaks Community Centre was received and noted.

RESOLVED unanimously

- i. to proceed with the proposal for the new facility to be built behind the current building, thereby enabling current usage to continue. The new facility specification to include the following:
 - a. Budget of £1,800,000
 - b. A new facility for Sevenoaks to be proud
 - c. Incorporate STC offices on first floor and combine revenue costs
 - d. Link to regeneration of Bat & Ball area, enable disabled access to the station
 - e. Provide improved day nursery facilities – combine into main body of the building
 - f. Provide a larger venue space for conference and events (up to 250 seated with tables) and modern IT facilities
 - g. A sustainable building – environmentally friendly
 - h. New builder, no borrowing
 - i. Floor surfaces in halls to accommodate some sports
- ii. that Members decide at a later date who will sit on the judging panel alongside a member from the Sevenoaks Day Nursery and the RIBA Advisor.

- 303 FRIENDS OF BAT & BALL STATION
RESOLVED unanimously to allocate £3000 from budget for the new group.
- 304 SEVENOAKS TOWN PARTNERSHIP
Concern was expressed about the financial viability of the Park and Panto Bus due to operating restrictions.
RESOLVED that the minutes of the Sevenoaks Town Partnership be received and noted.
- 305 LOCAL BUS SERVICE – LETTER FROM KEMSING PARISH COUNCIL DATED 6 NOVEMBER 2014
RESOLVED to defer to future meeting of the Finance & General Purposes Committee.
- 306 CURRENT MATTERS & PRIORITIES
RESOLVED to receive and note the list of current matters and Priorities.
- 307 DRAFT REVENUE ESTIMATES UPDATE
An update on the draft Revenue Estimates from the Responsible Finance Office for the period 2015/2016 was received and noted.
RESOLVED to recommend that the Town Council levy a Precept on Sevenoaks District Council for the 2015/2016 budget of £803,102 equating to a Band D rate of £88.69 per annum, (a zero increase)..
- 308 PRESS RELEASE
No item was considered worthy of a Press Release.

There being no further business the Chairman closed the meeting at 8:50pm

Signed by the Chairman

Dated