

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 15 June 2015 at 7:00 pm.

PRESENT

Cllr R L Piper (Chairman)	
Cllr S L Arnold <i>[ex officio]</i> Cllr N J L Busvine OBE Cllr J M Canet Cllr M Chakowa Cllr A Eyre	Cllr R M C Hogarth Cllr R J Parry (Vice Chairman) Cllr S G Raikes Cllr Mrs P C Walshe
(10)	

ALSO IN ATTENDANCE

Cllr Mrs Parry
Chief Executive/Town Clerk
Responsible Finance Officer
Committee Clerk

APOLOGIES

Cllrs A S Clayton and E Parson

PUBLIC QUESTION TIME

No members of the public were present for the duration of the meeting.

It was noted that the meeting was not able to be recorded.

Cllr Piper welcomed the new Councillors to the Committee.

54 DECLARATIONS OF INTEREST

Cllr N J L Busvine OBE declared a pecuniary interest in Agenda Item No 8 [Minute No 61 regarding a discussion on street lights and Clarendon Road refers].

Cllr A Eyre declared a pecuniary interest in Agenda Item No 5 (a), Item No 9 in Section 2 of the Annual Statement [Minute No 58 a) (i) refers] and did not partake in the discussions.

Cllr S G Raikes declared a pecuniary interest in Agenda Item No 8 *[Minute No 61 regarding a discussion on street lights and Woodside road refers]* and did not partake in the discussions.

55 DISPENSATION

No requests had been received or approved.

56 MINUTES

RESOLVED: the minutes of the meeting of the Finance & General Purposes 20th April 2015 and ratified at Annual Council meeting on 18th May 2015 be noted and signed as a true record.

57

SUB COMMITTEES

a) Youth Council

RESOLVED: the minutes of the Meeting of the Youth Council held on 3rd June 2015 be received and noted as a true record.

b) Youth Services Sub Committee

RESOLVED: the minutes of the Meeting of the Youth Services Sub Committee held on 3rd June 2015 be received and noted as a true record.

58

FINANCE REPORTS

The Finance reports were received and considered

RESOLVED that:

a) Annual Return and Statement of Accounts

Following discussions and the Chairman's reading of the nine statements on page 3 of the Annual Return for the year ended 31st March 2015, it was unanimously resolved to

- i. approve the Annual Return and subject to ratification at the meeting of the Town Council, permit the Mayor and Town Clerk to sign the Annual Return on behalf of Sevenoaks Town Council
- ii. agree to answer yes to all the governance questions in the Annual Return
- iii. note the variances above 15% to be 18% on additional income due to grants received and 35% higher on expenditure due to capital expenditure and KCC pension contributions
- iv. it was NOTED that new Councillors would be asked to complete bank mandates to be cheque signatories.

Cllr Eyre did not participate in the voting for the accounts.

- v. the statement of accounts together with the Finance Officer's report for the period 1st to 30th April 2015, be received and adopted with the following comment :

- a. the disposal of Raleys was predicted to represent a net deficit of approximately £5k against the budget of the year:

The total budgets for the year were set as follows:

- Raleys Gym – cost £23.4k (some costs will continue to be incurred up to June 2015 as closure was in May 2015, therefore savings potentially may be reduced to approx £20k);
- Rental income bungalow/centre – net income £25k – income ceased in 2014/15 so this income will be lost in full.

b) Suppliers' Accounts

the accounts listed in the schedules for the month of March 2015 (£91,720.43) and April 2015 (£94,836.71) be authorised for payment.

c) Payroll Account

the payments from the account listed in the schedules 1 March 2015 to 30th April 2015 be confirmed.

- d) Petty Cash Account
the payments from the petty cash account for the months of March 2015 (£308.11) and April 2015 (£492.79) be confirmed.
- e) Hospitality and Gifts Register
The addendum to the published agenda note that hospitality and gifts were received by the employees of Sevenoaks Town Council during the period 1 April to 31st May 2015, which were noted and received.
- 59 NATIONAL ASSOCIATION OF LOCAL COUNCILS' (NALC) BRIEFINGS AND POLICY CONSULTATION
RESOLVED: the Local Audit and accountability Act 2014 Commencement Orders be received and noted.
- 60 VINE CAFE
RESOLVED: the Town Clerk's progress and financial report be received and noted.
- 61 STREET LIGHTING
A progress report by the Responsible Finance Officer was received, considered and noted.
RESOLVED: a firm quotation be obtained for the disconnection and removal of all street lights from all non-contributing roads (including Linden Chase and its cul-de-sacs). Residents who have not paid or are unwilling to pay will be contacted and informed that unless residents opt to pay to update their street lights and maintain them thereafter, the street lights will be turned off after a period of 2 months of notification and then removed within a period of 3 months of switch-off.
- 62 CAMPAIGN FOR THE PROTECTION OF RURAL ENGLAND [CPRE]
RESOLVED: the Town Council renews its membership of the CPRE.
- 63 SDC PARISH CHARTER
RESOLVED: the proposed Sevenoaks District Parish/Town Charter be received and noted.
- 64 CURRENT MATTERS & PRIORITIES
RESOLVED: the list of current matters and Priorities be received and noted.
- 65 PRESS RELEASE
RESOLVED: no item be considered worthy of a press release.

There being no further business the Chairman closed the meeting at 8:26pm

Signed by the Chairman Dated

