

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 16 December 2013 at 7:00pm.

PRESENT

Cllr R L Piper (Chairman)

Cllr N J L Busvine
Cllr J M Canet
Cllr G R S Clack *[arrived 7:13pm]*
Cllr A S Clayton
Cllr Mrs M E Crabtree *[left @ 8:04pm]*
Cllr A Eyre

Cllr R M C Hogarth *(ex officio)*
Cllr R J Parry *[arrived 7:06pm]*
Cllr S G Raikes (Vice Chairman)
Cllr P E Towell
Cllr Mrs P C Walshe
(12)

ALSO IN ATTENDANCE

Cllrs S L Arnold and Mrs M A London

Chief Executive/Town Clerk
Deputy Town Clerk
Responsible Finance Officer
Committee Clerk

25 Members of the Public

PUBLIC QUESTION TIME

District Councillor Mrs E Purves asked why the Town Council if thought of smaller home units when drawing up the plans for the disposal of Raleys Gym and seeking planning permission.

The Chairman advised that the Town Council had indeed favoured this option with the aim of building fourteen smaller homes, but the plan would not fit in within the District Council's planning policies.

299 DECLARATION OF INTEREST

Cllrs Mrs M E Crabtree and R J Parry declared a non-pecuniary interest in all matters relating to Kent County Council.

Cllrs R M C Hogarth , R L Piper, S G Raikes and P E Towell declared a non-pecuniary interest in all matters relating to Sevenoaks District Council and matters relating to markets [Agenda Item No 12 (12) and Minute No 309 refers].

Cllr S G Raikes declared a pecuniary interest in street lighting.

300 MINUTES

It was RESOLVED that the minutes of the meeting of the Finance & General Purposes Committee held on 4 November 2013 be adopted subject to the amendment being noted that Cllr S G Raikes had declared a pecuniary interest in street lighting. The Minutes were so signed by the Chairman.

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SUB COMMITTEES

It was RESOLVED that:

a) Youth Council

The minutes of the Youth Council meetings held on 30 October and 4 December 2013 be received and adopted

b) Youth Services Sub Committee

The minutes of the Youth Services Sub Committee meetings held on 30 October and 4 December 2013 be received and adopted

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FINANCE REPORTS

It was RESOLVED that the:

a) Statement of Accounts

Statement of Accounts, together with the Finance Officer's report from 1 to 31 October 2013, be received and adopted.

b) Suppliers' Accounts

Accounts listed in the schedules from 1 to 31 October 2013 (£33,971.68) 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 to 31 October 2013 having been compared with the schedules be confirmed.

d) Petty Cash Account

Payments from the petty cash account from 1 to 31 October 2013 (£432.66) having been inspected and compared with the schedules, be confirmed

e) Auditors

The External Auditor's report for the period ended 31 March 2013 be received and noted. The Finance & General Purposes Committee congratulated the Finance team on the clear audit report received.

f) Electronic Banking

The Department for Communities and Local Government's draft Legislative Reform Order to abolish the 2 signature rule currently preventing Local Council from using electronic payments methods be received and noted and a letter be written to Michael Fallon MP.

g) Handelsbanken Bank Mandate

Town Council opens a Handelsbanken Bank Account and that the Bank Resolution in respect of the Handelsbanken bank mandate be noted and adopted.

h) Hospitality and Gifts Register

It was NOTED that no Hospitality or Gifts were received by the employees of Sevenoaks Town Council and Town Councillors during the period from 1 to 31 October 2013.

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'SAFE & SENSIBLE' STREET LIGHTING

It was RESOLVED that

- a) a letter from Kent County Council (KCC) dated 29 November 2013 together with a Briefing Note regarding Safe and Sensible Street Lighting be received and noted
- b) the Town Clerk to investigate if Sevenoaks Town Council can follow the same model
- c) the Town Clerk write to Sevenoaks District Council, with a copy to Kent County Council, requesting for the removal of the redundant poles on the pavement in Vine Court Road prior to the street lights being turned off overnight.

304 SEVENOAKS TOWN COUNCIL LEASES

A report with a recommended policy for the length of Town Council leases was received and considered.

It was proposed and RESOLVED that Sevenoaks Town Council set a standard policy of 10 years term with suitable break clauses. There will be exceptions to the 10 years if the tenant makes a credible case for an investment plan.

Cllr Mrs M E Crabtree left the meeting @ 8:04pm

Cllr A S Clayton left the meeting @ 8:04pm and returned @ 8:07pm.

305 LOCAL ENTERPRISE PARTNERSHIP

Details regarding a proposal for regeneration of the Bat & Ball area were received and noted. **It was RESOLVED UNANIMOUSLY that** the Town Council registers its interest in the Local Enterprise Partnership and Regeneration of Bat and Ball environs as per the agenda report.

306 SEVENOAKS TOWN PARTNERSHIP/SEVENOAKS TOWN COUNCIL WEBSITES

A progress report relating to the two websites was received and noted.

307 CAR PARKING IN SEVENOAKS

Car Parking in Sevenoaks Town was considered and discussed. **It was RESOLVED UNANIMOUSLY that** the Town Council become actively involved in the car parking provision and policies for the town by undertaking the following:

- a) To include car parking provision within the Neighbourhood Plan
- b) Undertake an independent car park survey to assess the needs for the whole town
- c) Sevenoaks Town Council to review its own assets in relation to car parking provision.
- d) Sevenoaks Town Council consider obtaining additional assets in relation to car parking provision.
- e) Sevenoaks Town Partnership to consider car parking at its meeting in January.
- f) Chairman of Finance & General Purposes Committee, Planning Committee and Sevenoaks Town Partnership to jointly prepare response to Government Consultation on Local Authority Parking – prior to 14th February 2014.

308 KENT COUNTY COUNCIL [KCC] - CHILDREN CENTRES

The outcome of the KCC's consultation regarding the Future of Children's Centres in Kent was received and noted. **It was NOTED that** no children's centres are due to close in Sevenoaks.

309 CURRENT MATTERS & SEVENOAKS TOWN COUNCIL PRIORITIES

The Town Council's current matters and priorities were received and noted.

- 310 DRAFT REVENUE ESTIMATES 2014/2015 & ROLLING CAPITAL PROGRAMME
It was **RESOLVED** that the draft estimates for the 2014/2015 & Rolling Capital Programme be deferred to the meeting of the Finance and General Purposes Committee on 13 January 2014 due to clarification from the government regarding the parish's receipt of government council tax grant and referendum rules being awaited.
- 311 LEASE TO LIONS CLUB
A report from the Town Clerk and a letter dated 15 December 2013 from the Lions Club regarding a lease to the Lions Club for land at the Community Centre, used for storage was received and noted. It was **RESOLVED** that both sides pay their own legal costs.
- 312 MARKETS IN SEVENOAKS
Since the distribution of the agenda on 12 December 2014, it was noted that the report no longer be private and confidential. The Town Council had been asked to take over the Saturday Market in Blighs. It was reported that the landowner of Blighs decided on Friday afternoon to withdraw its Saturday market and inform the stall holders on Saturday. It was **RESOLVED** that
- a) the Town Clerk make representation to reverse the decision in order that a market be held in Blighs on Saturdays to bring in footfall to the shops leasing other properties within the Blighs area for the commercial vibrancy of Sevenoaks town and write to the landowners
 - b) Sevenoaks Town Council make the approach to manage the Blighs Market and re launch as a regular Farmers Market
- 313 PRESS RELEASE
It was **RESOLVED** that no item be worthy of a press release

The meeting closed at 8:50pm

Signed by the Chairman