

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 17 June 2013 at 7:00pm.

PRESENT

Cllr R L Piper (Chairman)
Cllr S G Raikes (Vice Chairman)

Cllr N J L Busvine
Cllr J M Canet
Cllr G R S Clack (arrived 7:06pm)
Cllr Mrs M E Crabtree

Cllr A Eyre (arrived 7:05pm)
Cllr R J Parry
Cllr P E Towell
(9)

ALSO IN ATTENDANCE

Cllr S L Arnold, Deputy Town Clerk, Responsible Finance Officer and Committee Clerk

APOLOGIES

Cllrs A S Clayton, R M C Hogarth, Mrs P C Walshe and Chief Executive/Town Clerk

PUBLIC QUESTION TIME

No members of public were present at the meeting.

47 DECLARATION OF INTEREST

Cllr S G Raikes declared a Disclosable Pecuniary Interest in all matters relating to Street Lighting in Woodside Road, Sevenoaks and abstained from any discussions and voting.

Cllr N J L Busvine OBE declared a Disclosable Pecuniary Interest in all matters relating to Street Lighting in Clarendon Road, Sevenoaks and abstained from any discussions and voting.

48 MINUTES

It was RESOLVED that the minutes of the meeting of the Finance & General Purposes Committee held on 29 April be adopted and signed by the Chairman

49 SUB COMMITTEES

It was RESOLVED that:

(i) Community Centre

the Community Centre be authorised to appoint Company No 1 be appointed to carry out the following maintenance work at a cost of £2,790.00:

- To paint Small Hall (not inside cupboards)
- Reception area, main entrance and entrance lobby
- Bar Room and area behind bar
- Office
- 2 lobbies in between Main Hall and Small Hall

It was NOTED that:

- the maintenance works forms part of the 3 year rolling programme
- both companies who quoted were known to the Council and had previously worked satisfactorily for and provided references to the Town Council.

It was AGREED that the Community Centre Administrator be congratulated on the increase in revenue.

(ii) Youth Services Sub Committee

It was RESOLVED that the minutes of the Youth Services Sub Committee meeting held on 10 May 2013 be received and adopted.

It was AGREED that an update of processes put in place be reported to the next meeting of the Youth Services Sub Committee.

(iii) Youth Council

It was RESOLVED that the minutes of the Youth Council meeting held on 10 May 2013 be received and adopted subject to the following amendment:

- Minutes of the Sevenoaks Youth Town Council to read Minutes of the Sevenoaks Youth Council.

50

FINANCE REPORTS

It was RESOLVED that:

a) Statement of Accounts

- the Statement of Accounts, together with the Finance Officer's report from 1 April 2012 to 31 March 2013, be received and adopted
- the income and Expenditure accounts from 1 to 30 April 2013, be received and adopted

It was unanimously RESOLVED that the recommendations to provide £24,000 towards a new capital project for Open Spaces be approved and allocated to the Rolling Capital Programme Revenue Reserve. The allocations to be further discussed at a future Open Spaces and Leisure Committee meeting.

b) Suppliers' Accounts

the accounts listed in the schedules from 1 March to 30 April 2013 (£151,312.02) 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 March to 30 April 2013 having been compared with the schedules be confirmed

d) Petty Cash Account

the payments from the petty cash account from 1 March to 30 April 2013 (£1,060) having been inspected and compared with the schedules, be confirmed

e) Sevenoaks Town Partnership

a new bank account be opened with NatWest Bank in the name of Sevenoaks Town Partnership

f) Hospitality and Gifts Register

It was noted that no Hospitality or Gifts were received by the employees of Sevenoaks Town Council staff and Town Councillors during the period from 1 March to 30 April 2013.

51 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2013

It was RESOLVED that the

- a) Statement of Accounts
 - b) Annual Governance statement
 - c) Supporting Papers
- be received and approved and submitted to the Auditors.

52 ROUND TABLE FIREWORKS

A report from the Town Clerk was received and noted.

53 SEVENOAKS MARKETS

A report from the Town Clerk was received and noted.

It was AGREED that further information about the Character Markets be sought.

54 STREET LIGHTING

A report from the Town Clerk was received and noted.

Cllrs Busvine OBE and Raikes abstained from these discussions.

55 SUSTAINABLE COMMUNITIES ACT 2007

The Government Response to the Consultation on Proposal for extending Powers to town and parish councils was received and discussed.

It was NOTED that “the sustainable Communities Act 2007 harnesses the power of communities to deliver improvements and to shift the power balance from national government to local level.”

The Department for Communities and Local Government is aiming to make the order giving powers to town and parish councils to submit proposals under the Sustainable Communities Act 2007 shortly.

It was AGREED to bring further updates to the committee when available.

56 TOWN PARTNERSHIP

The Committee received and noted the minutes of the meetings held on 29 April 2013 subject to the following amendment - Cllr S G Raikes gave apologies.

57 PUBLIC TOILETS/ST JOHNS HILL SEVENOAKS

It was RESOLVED that the Mayor and Town Clerk be authorised to sign and seal the lease for the Public Toilets in St John’s Hill, Sevenoaks.

58 CURRENT MATTERS

- i) Raleys Development
noted
- ii) Road Closure for Remembrance Day and Christmas Lights
noted
- iii) Sevenoaks Job Club
It was AGREED that VAWK be asked if another volunteer may assist to provide cover
- iv) Payments by Parish and Community Councils and Charter Trustees
noted
- v) Data Transparency Act
noted

- vi) Community Centre
noted
- vii) Wall at Rear of Chamber
noted
- viii) Sports Strategy
noted
- ix) SRFC Complaint
A Complaints Hearing was held on 13 June 2013.

59 PRESS RELEASE

It was RESOLVED that the following matters be worth of a Press Release:

- a) the continuing success of the Sevenoaks Markets
- b) the launch of the Vintage Bus

The meeting closed at 8:39pm

Chairman Signed Date