

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 9 September 2013 at 7:00pm.

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## PRESENT

### Cllr S G Raikes ( in the Chair)

Cllr N J L Busvine  
Cllr J M Canet  
Cllr G R S Clack  
Cllr Mrs M E Crabtree  
Cllr A Eyre

Cllr R M C Hogarth (*ex officio*)  
Cllr R J Parry (*arrived 7:06 departed 8:15*)  
Cllr R L Piper (*arrived 8:19*)  
Cllr P E Towell (10)

## ALSO IN ATTENDANCE

Deputy Town Clerk  
Responsible Finance Officer  
Committee Clerk  
Three members of the public

## APOLOGIES

Cllrs A S Clayton  
Mrs P C Walshe  
Chief Executive/Town Clerk

## PUBLIC QUESTION TIME

None.

### 148 DECLARATION OF INTEREST

Cllrs J M Canet and R M C Hogarth declared a non-pecuniary interest in the Grant application relating to The Sevenoaks Society.

Cllr Mrs M E Crabtree declared a non-pecuniary interest in all matters relating to Kent County Council

Cllr A Eyre declared a non-pecuniary interest in the Grant application relating to Green Street Blues and abstained from voting.

Cllr S G Raikes declared a non-pecuniary interest in the Grant application relating to the Sevenoaks Three Arts Festival and the Sevenoaks Area MIND.

### 149 MINUTES

**It was RESOLVED that** the minutes of the meeting of the Finance & General Purposes Committee held on 17 June 2013 be adopted and signed by the Chairman subject to the following amendment:

Minute 53 to read: ...*"it was AGREED that further information about the Charter Markets be sought."*

### 150 SUB COMMITTEES

**It was RESOLVED that:**

- (i) Youth Council  
The minutes of the Youth Council meetings held on 10 and 24 July 2013 be received and adopted.

- (ii) Youth Services Sub Committee  
**It was RESOLVED that** the minutes of the Youth Services Sub Committee meeting held on 10 and 24 July 2013 be received and adopted subject to the following amendment:

10 July 2013 - Minute 63 iii) to read: *"It was NOTED that in over 4000 visits from young people to the HOUSE in the Basement Youth Café there had been 9 reported incidents/call out to police or recorded by CSU."*

151

#### FINANCE REPORTS

**It was RESOLVED that the:**

- a) Statement of Accounts
  - i. Statement of Accounts, together with the Finance Officer's report from 1 May to 31 July 2013, be received and adopted
  - ii. the level of General Revenue Reserves be reviewed and reported at a future meeting of the Finance and General Purposes Committee
- b) Suppliers' Accounts  
accounts listed in the schedules from 1 May to 31 July 2013 (£138,232.10) 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 31 July 2013 having been compared with the schedules be confirmed.
- d) Petty Cash Account  
payments from the petty cash account from 1 May to 31 July 2013 (£2,305.67) having been inspected and compared with the schedules, be confirmed
- e) Review of Community Centre Credit Terms  
Town Council will no longer provide credit terms for either new small businesses or new individual hirers of the Community Centre
- f) Hospitality and Gifts Register  
Hospitality or Gifts received by the employees of Sevenoaks Town Council staff and Town Councillors during the period from 1 May to 31 August 2013 be noted.

152

#### GRANTS

**It was RESOLVED that the:**

- a) Grant Aid Schedule History  
The Committee received and noted the current Grant Aid Schedule History for the 2013/2014 financial year
- b) Grant Requests 2013/2014
  - i. Town Council using the General Power of Competence, make the following grants:

| Organisation                         | Sum Granted £                                                |
|--------------------------------------|--------------------------------------------------------------|
| Sevenoaks Three Arts Festival        | 600                                                          |
| Victim Support                       | 0                                                            |
| Sevenoaks Area MIND                  | 500                                                          |
| The Sevenoaks Society                | 500                                                          |
| Green Street Blues                   | 100<br>and a Bandstand concert during the 2014 summer season |
| Sevenoaks Community First Responders | 500                                                          |
| Oaks Martial Arts Foundation         | 0                                                            |

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

- c) Grant Reports  
Grant reports returned in accordance with the Town Council's terms and conditions be received and noted.
- 153 TOURIST INFORMATION CENTRE (TIC)  
A statistical report from the Town Clerk was received and noted. **It was RESOLVED that** the request to close the email account be adopted.
- 154 CURRENT MATTERS
- i) Raleys Development  
noted
  - ii) Road Closures for Pink Week, Firework Night, Remembrance Day and Christmas Lights  
noted that the Road Traffic Management Plans had been submitted to the KCC for road closures
  - iii) Sevenoaks Job Club & Connexions  
noted
  - iv) Street Lighting  
noted - to be an agenda item of a future meeting of the Finance and General Purposes Committee
  - vi) Data Transparency Act  
noted
  - vii) Community Centre  
noted
  - vii) Wall at Rear of Chamber  
noted
  - viii) Sports Strategy  
noted
- 155 PRESS RELEASE  
**It was RESOLVED that** a Press Release regarding the Town Council's financial support to the local community and to invite Grant applications from the Sevenoaks community be issued.

The meeting closed at 8:30pm

Chairman Signed ..... Date

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