

Sevenoaks Town Council
Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE
Held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks
On Monday 29th April 2019

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.00 p.m.

Cllr S G Raikes, Chairman	Present		Cllr R J Parry	Present
Cllr N J L Busvine, OBE	Present		Cllr A Eyre, Vice Chairman	Present
Cllr J M Canet	Present		Cllr E Parson	Present
Cllr M A Chakowa	Apologies		Cllr R L Piper	Present
Cllr A S Clayton	Present		Cllr P E Towell	Present
Cllr R M C Hogarth	Present		Cllr Mrs P C Walshe	Present

In Attendance:

Cllr E Waite, Linda Larter MBE, Town Clerk and Christine Franklin, Responsible Finance Officer.

The meeting was not recorded.

Public Question Time There were no public present.

39. Apologies for Absence

Received from Cllr Maxine Chakowa

40. Declaration of Interests

There were no Declarations of Interest

41. Requests for Dispensations

There were no requests for Dispensations

42. Minutes of the Meeting held on 4th March 2019

RESOLVED: to receive, adopt and sign the Minutes as a true record of the meeting.

43. Sub Committees

a) Youth Council Meeting held on 13th March 2019

RESOLVED: Subject to noting that the meeting concluded at 6.55 p.m. it was agreed to note the Minutes of the meeting.

b) Youth Services Sub Committee Meeting held on 13th March 2019

Councillors requested that KCC Youth Services be informed that there were vulnerable members of the community throughout Sevenoaks and not just in selected wards. It was also noted that Cllr Waite had submitted a Freedom of Information Request to KCC requesting the information that had not been forthcoming to the Town Council, despite several requests.

RESOLVED: To accept the Minutes of the meeting.

c) Community Centre User Group Meeting held on 10th April 2019

RESOLVED: To accept the Minutes of the meeting.

44. Finance Reports

RESOLVED: The Responsible Finance Officer to provide a written report relating to some minor queries and to accept the following reports:

a) Statement of Accounts

The Committee received and considered the management accounts for the following periods – 1st – 28th February 2019 (net £79,643) and 1st – 31st March 2019 (net £73,890). It was noted that the March 2019 management accounts would be adjusted to reflect the end of year requirements e.g. creditors and final accounts would be reported to the next meeting.

Suppliers Accounts

The payment of the accounts listed in the period 1st – 28th February 2019 of £221,874.24.

Payroll Account

The payment from the accounts listed in the schedule for the period 1st – 28th February 2019 £63,559.70.

Petty Cash Account

The payment from the account listed in the schedule for the period 1st – 28th February 2019 £959.30.

Internal Auditor's Report

The Internal Auditor's Report for visit three on 25th March 2019 and the Responsible Finance Officer's response.

Annual Return 2018 / 2019

To note the proposed time table for the year end audit for 2018 / 2019.

Renewal of Insurance

To note the insurance renewal for the term 2019 / 20 at £12,928.69 and the fleet insurance at £2,980.

Hospitality and Gift Register

To receive and note the hospitality or gifts received by employees and Councillors for the period 1st February to 31st March 2019.

45. Community Infrastructure Levy (CIL) Receipts and Allocation of Expenditure

It was noted that Sevenoaks Town Council would be receiving £21,315.32 Community Infrastructure Levy in April 2019.

It had previously been agreed that this would be used as a contribution towards the Access Ramp from the Community Centre site to platform 1 of the Bat & Ball Station.

It was also noted that £1,200,000 CIL grant from Sevenoaks District Council had been received as part funding for the Bat & Ball Centre project.

RESOLVED: To note the report.

46. Grant Application from ‘Art in June’

The Committee considered the grant application request for fifty custom car magnets to promote the project.

RESOLVED: To provide a grant of £250, subject to normal conditions.

47. Minutes of the Sevenoaks Town Partnership held on 17th April 2019

RESOLVED: To receive and accept the Minutes.

48. Current Matters and Priorities

The Committee received and considered the reports relating to current matters and the Town Council priorities.

It was noted that the new Town Council would review its priorities following the Election. Councillors requested that consideration be given to moving Bradbourne Lakes up on the priorities whilst noting that the Town Council did not manage the facility.

RESOLVED: To receive and accept the reports.

49. Press Release

It was agreed not to issue a press release.

There being no further business the Chairman closed the Meeting.

Signed

Chairman

Dated