

Sevenoaks Town Council
Minutes of the Finance & General Purposes Committee
held on 5th August 2019 in the Council Chamber

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.35 p.m.

Present:

Cllr Keith Bonin	Present	Cllr Roderick Hogarth	Present
Cllr Nicholas Busvine OBE	Present	Cllr Tom Morris Brown	Apologies
Cllr Sue Camp	Present	Cllr Robert Piper	Present
Cllr Dr Merylyn Canet	Apologies	Cllr Simon Raikes, Chairman	Apologies
Cllr Tony Clayton, Vice Chairman	Present	Cllr Edward Waite (7.40 p.m.)	Present
Cllr Andrew Eyre	Present		

Substitutes

Cllr Victoria Granville Baxter	For Cllr Dr Merylyn Canet
Cllr Claire Shea	For Cllr Tom Morris Brown
Cllr Richard Parry	For Cllr Simon Raikes

In Attendance: Town Clerk, Responsible Financial Officer.

Public Question Time: There were no members of the public present.

Cllr Clayton as Vice Chairman chaired the meeting. The meeting was not recorded.

193. Apologies for Absence

RESOLVED: To accept apologies for absence from Cllr Dr Merylyn Canet, Cllr Tom Morris Brown and Cllr Simon Raikes.

194. Requests for Dispensations

There were no requests for dispensations.

195. Declaration of Interests

There were no declaration of interests.

196. Minutes of the Finance & General Purposes Committee held on 10th June 2019.

RESOLVED: To receive and sign the Minutes as a true record of the previous meeting.

197. Streetlighting

The Committee received and considered the report from the Responsible Financial Officer and note the Town Council's policy as set out in Minute No. 61 of the Finance & General Purposes Committee held on 15th June 2015.

The following private roads had adopted their streetlights:

- Clarendon Road
- Quarry Hill
- Yeomans Meadow
- Heathfield Road
- Garvock Drive
- Wildernesse Mount
- Wood Drive
- St Botolphs Avenue
- St James Road
- The Glade
- South Park
- Harrison Way
- Farnaby Drive
- Wildernesse Avenue

The following private roads had not adopted their streetlights:

- Coombe Avenue
- Pineneedle Lane
- Heathfield Road
- Woodside Road
- Lyle Park
- Kinncraig Drive

RESOLVED:

- To proceed with LED upgrade option 3 i.e. LED upgrade plus match existing heritage style lighting on Rectory Land and Judd's Piece at a cost of £17,790 noting that the Sevenoaks Town Council shortfall of £11,717 to be met from Capital Reserves.
- To write to remaining private roads who have chosen to not adopt their streetlights providing one month's notice that the Town Council intends to proceed as per Minute No.61 F&GP 15th June 205 for removal of all lights on all private roads with unadopted lights at a cost of £12,978. Noted that the projected budget shortfall of £7,978 would be met from Revenue Reserves.
- To all private roads entering into the scheme to also be charged from the time that the last road entered into the scheme.

198. Finance Reports

- Statement of Accounts for 1st to 31st May 2019 and 1st to 30th June 2019.
- Suppliers Accounts
1st to 31st May 2019 £ **81596.51**
1st to 30th June 2019 £**73055.58**

- iii) Payroll Account
1st to 31st May 2019 **£77734.44**
1st to 30th June 2019 **£85312.17**
- iv) Petty Cash Account
1st to 31st May 2019 **£861.76**
1st to 30th June 2019 **£920**
- v) Hospitality and Gift Register report

RESOLVED: The Committee accept all the presented and reviewed Financial Reports and Officers provide additional information on the following matters to a future meeting:

- i) Budget for hire of community centre
- ii) Income & Expenditure for 2019 Wellbeing Show
- iii) Payment of £870 to PHC for health surveillance
- iv) Details of CCLA

199. Review of Financial Matters in accordance with the Town Council's Standing Orders – Press / Media Policy

The Committee reviewed and considered the Press / Media Policy as agreed at the Annual Meeting held on 13th May 2019.

RESOLVED: To adopt the policy.

200. Public Works Loan Board

RESOLVED: To note that Sevenoaks Town Council had received funds of £1.4m into its bank from the Public Works Loan Board on 15th July 2019. The funds would be invested in line with Sevenoaks Town Council's Investment Policy until required for payment for the new Bat & Ball Centre.

201. Sevenoaks Town Partnership

RESOLVED: To note the Minutes of the Sevenoaks Town Partnership held on 10th July 2019.

202. Current Matters and Priorities

RESOLVED: To note the contents of the reports relating to Current Matters and Priorities and that Sevenoaks Town Council would review its priorities at its Blue Skies Meeting to be held on 21st September 2019.

203. Press Release

RESOLVED: Not to issue a Press Release.

There being no further business the Chairman of the Committee closed the Meeting.

Signed
Chairman

Dated