

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 17 January 2011 at 7.00pm

PRESENT

Cllr R L Piper (Chairman)
Cllr J F London (Vice Chairman)

Cllr J M Canet	Cllr R J Parry (arr 7:07)
Cllr A S Clayton (arr 6:35)	Cllr S G Raikes (ex Officio)
Cllr A Eyre	Cllr Mrs P C Walshe (arr 7:10)
Cllr R M C Hogarth	(9)

Also Present

Cllr Mrs M A London (arr 7:14)
Cllr M G Short (arr 7:10)

In Attendance

Two Members of the Public
Town Clerk
Deputy Town Clerk
Responsible Finance Officer (RFO)
Committee Clerk

Apologies for absence were received from Cllrs Mrs M E Crabtree and Mrs A E Dawson

PUBLIC QUESTION TIME

No questions were posed by the members of the public who were present.

265 DECLARATIONS OF INTEREST

The following disclosures of interest from Members in respect of items of business included on the agenda were received:-

Cllrs J F London and R J Parry being Members of Kent County Council, stated they would reconsider matters to be discussed at this meeting at County level, taking into account all relevant evidence and representations at Kent County Council.

Cllrs London and Parry, being members of Kent & Medway Fire & Rescue, stated that they would reconsider matters to be discussed at this meeting at the Authority, taking into account all relevant evidence and representations at Kent and Medway Fire and Rescue Authority.

Cllr R L Piper being a Member of Sevenoaks District Council stated that he would reconsider matters to be discussed at this meeting at District level, taking into account all relevant evidence and representations at Sevenoaks District Council with particular regard to the Stag Community Arts Centre.

Cllr S G Raikes declared a personal interest in being a member of a Stag Community Arts Centre's user group.

Cllr J F London declared a personal interest in Sevenoaks Rugby Football Club.

266 MINUTES

It was **RESOLVED that** the minutes of the meeting of the Finance & General Purposes Committee held on 8 November 2010 be signed by the chairman.

267 SUB COMMITTEES

It was RESOLVED that:

(a) Youth Services Sub Committee

The minutes of the Youth Services Sub Committee meeting held on 22 September 2010 be received and noted subject to the following amendment:

Apologies for Absence to read: Cllr R M C Hogarth

(b) Youth Council

The minutes of the Youth Council meetings held on 17 November 2010 and 5 January 2011 be received and adopted, subject to the following amendment:

Minute 21 a) to read: "Sevenoaks Youth Council agreed that they would sponsor the Army Assault course to the sum of £700."

268 FINANCE REPORTS

It was RESOLVED that:

(a) Statement of Accounts

The Statement of Accounts together with the Finance Officer's Report from 1 October to 31 December 2010 be received and adopted.

It was AGREED that

- the current investment with Santander be redeemed in February 2011
- the increased promotion of halls for hire is undertaken during the current year

(b) Supplier's Accounts

The accounts listed in the schedules 1 October to 31 December 2010 (£102,172.58) having been inspected and compared with the schedules be unanimously authorised for payment.

(c) Payroll Account

The payments from the Payroll account from 1 October to 31 December 2010 having been inspected and compared with the schedules be confirmed.

(d) Petty Cash Account

The payments from the Petty Cash account from 1 October to 31 December 2010 (£1,818.77) having been inspected and compared with the schedules be confirmed.

- (e) Interim Internal Audit of Sevenoaks Town Council 2010/2011
The letter dated 6 January 2011 on the above matter received from the Audit Commission be received and noted.
- (f) NatWest Bank Mandate
It was RESOLVED that the resolution in respect of the NatWest Banking Mandate and a facsimile Indemnity be received and approved.
- (g) Hospitality and Gifts Register
The gifts received by employees of Sevenoaks Town Council during the period 1 October to 31 December 2010 be noted.

269 DRAFT REVENUE ESTIMATES 2011/2012 & ROLLING CAPITAL PROGRAMME
It was unanimously RESOLVED that:

- (a) 2011/12 Revenue Estimates
the Revenue Estimates for 2011/2012 be accepted and to recommend that the Council levy a Precept of £715,000 for the financial year 2011/2012, which would be equivalent to 0% increase on Band D Council tax payers.
- (b) Rolling Capital Programme
the Rolling Capital Programme for 2011/12 to 2012/13 be approved and recommended to Council for adoption.
- (c) Review of Charges
the revised charges be adopted.

270 PHOTOCOPIER REVIEW
It was RESOLVED that the recommendation to purchase the Colour Canon Machine Model iR Advance C5051i (Company A) outright, in the sum of £7,507.44, be accepted.

271 SEVENOAKS SUMMER FESTIVAL
It was RESOLVED that a grant of £5000 be awarded to the Sevenoaks Summer Festival 2011.

272 CURRENT MATTERS
A report of the current matters was received and considered.

273 PRESS RELEASE
The committee agreed to issue a Press Release on:

- i. the Council levying a precept of £715,000. This would be equivalent to a zero percentage increase on Band D council tax payers
- ii. the grant of £5000 being awarded to the Sevenoaks Summer Festival 2011.

The meeting closed at 8.14 pm

THE CHAIRMAN