

Minutes of the Meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 27 June 2011 at 7:00pm.

PRESENT

Cllr R L Piper (Chairman)

Cllr J M Canet

Cllr Mrs M A London co-opted by Cllr G R S Clack } in accordance with Standing Order

Cllr C L Baker co-opted by Cllr A S Clayton } 15 a (iv)

Cllr R M C Hogarth

Cllr R J Parry

Cllr S G Raikes

Cllr P E Towell

Cllr Mrs P C Walshe (9)

In Attendance

Town Clerk

Deputy town Clerk

Responsible Finance Officer (RFO)

Committee Clerk

Apologies for Absence

Cllrs G R S Clack, A S Clayton, Mrs M E Crabtree, Mrs A E Dawson and A Eyre

PUBLIC QUESTION TIME

No members of the public were present at the meeting.

64 DECLARATIONS OF INTEREST

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

Cllr R J Parry being a Member of Kent County Council, stated he would reconsider matters to be discussed at this meeting at County level, taking into account all relevant evidence and representations at Kent County Council.

Cllr R J Parry, being a member of Kent & Medway Fire & Rescue, stated that he 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.

Cllrs R M C Hogarth, R L Piper, S G Raikes and P E Towell being Members of Sevenoaks District Council stated that they would reconsider matters to be discussed at this meeting at District level, taking into account all relevant evidence and representations at Sevenoaks District Council.

Cllrs S G Raikes and Mrs P C Walshe declared a personal interest being members of a Stag Community Arts Centre's user group.

Cllr S G Raikes declared a personal interest in Woodside Road Residents Association.

65 MINUTES

It was **RESOLVED that** the minutes of the meeting of the Finance & General Purposes Committee held on 13 June 2011 be adopted and signed by the Chairman.

66 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2011

It was **RECOMMENDED** to Council that the:

- a) Statement of Accounts be received and approved
- b) Annual Governance Statement be received and approved

and the returns be submitted to the Audit Commission.

67 FINANCE REPORTS

It was RESOLVED that

(a) Statement of Accounts

- the Statement of Accounts together with the Finance Officer's Report from 1 March to 30 April 2011 be received and adopted
- the Raleys Gym co-ordinator attend the next meeting of the Finance & General Purposes Committee

(b) Suppliers' accounts

The accounts listed in the schedules 1 March to 30 April 2011 (£69,847.14) having been inspected and compared with the schedules were unanimously authorised for payment.

(c) Payroll Account

The payments from the Payroll account from 1 March to 30 April 2011 having been inspected and compared with the schedules, be confirmed.

(d) Petty Cash Account

- the payments from the Petty Cash account from 1 March to 30 April 2011 (£1,097.80) having been inspected and compared with the schedules, be confirmed.
- The Responsible Finance Officer circulate due dates for members to sign off the payroll

(h) Hospitality and Gifts Register

The gifts received by employees of Sevenoaks Town Council during the period 1 March to 31 May 2011 be noted.

68 GRANTS

The Committee received and considered an application for grant aid of £500 from the School Partnership. It was **RESOLVED that** the following sum be awarded under the Local Government (Miscellaneous Provisions) Act 1976 (19)(3) as follows:-

Organisation	Sum of Grant Aid
Sevenoaks School Sports Partnership [Primary Schools]	£500

and it was **AGREED that**

- a) a condition of this grant is that this be used solely for Primary Schools in Sevenoaks Town
- b) representatives of the Sevenoaks School Sports Partnership [Primary Schools] be invited to attend the Finance & General Purposes Committee on 12 September 2011 to give a presentation.

69 COMMUNITY CENTRE ROOF

A report on the Community Centre's roof together with the Town Clerk's recommendation were received and noted.

It was RESOLVED that Councillors R L Piper and P E Towell together with the Town Clerk be given executive powers to authorise the repair of the Community Centre's roof having reviewed quotes up to the maximum sum of £13,800.

70 QUEENS DIAMOND JUBILEE

It was RESOLVED that Councillors R J Parry, S G Raikes, P E Towell and Mrs P C Walshe form a working party to consider the events for the Queen's Diamond Jubilee being held from 2 to 5 June 2012 and to report back to the meeting of the Finance & General Purposes Committee on 12 September 2011.

71 CURRENT MATTERS

A report of the current matters was received and considered.

It was RESOLVED that

- Cllr R M C Hogarth circulate a request to members to set up a working party regarding the Councillors guide to Performance Management
- the Town Clerk writes to the local Member of Parliament to request support for funding of the Sevenoaks Job Club
- the Town Councils' view on the Localism Bill has been brought to the attention of senior government departments and this will be raised again at the All Parliamentary Local Democracy Group to express the Town Council's ability to react quickly, cost effectively to deliver services if given the opportunity and funding.

72 PRESS RELEASE

The Committee agreed to issue a press release requesting ideas from the public for celebrating the Queens Diamond Jubilee in 2012.

IT WAS RESOLVED THAT under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.

73 SEVENOAKS RUGBY FOOTBALL CLUB

The Town Clerk gave a verbal update regarding the ongoing negotiations with Sevenoaks Rugby Football Club. She reported that a further formal meeting was scheduled to be held with the club on 30 June 2011. **It was unanimously RESOLVED** to support the actions being undertaken on behalf of the Council.

The Chairman declared the meeting closed at 7:40 pm.

Signed

Chairman

Dated