



**SANDGATE PARISH COUNCIL**  
**Minutes of a Finance Committee Meeting held on**  
**Tuesday 15<sup>th</sup> July 2014 at 3.30pm**

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**Present:** Chairman            Cllr Nina Bliss (NB)  
                 Councillors        Robert Bliss (RB), Richard Grundy (RG), Jan Holben (JH)  
   and Tim Prater (TP)  
                 Parish Clerk     A Oates

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The meeting commenced at 3.30pm

No members of the public attended

1. **Apologies for absence:** there was none.
2. **Declarations of Interest** – there was none.
3. **Minutes** - The minutes of the meeting held on 3<sup>rd</sup> June 2014 were submitted, approved as a correct record and signed by the Chairman.  
**Proposed by:** Cllr Robert Bliss  
**Seconded by:** Cllr Tim Prater  
**Agreed** unanimously
4. **Land Assets Management Sub-committee (LAM)**  
The last meeting had been held earlier the same day, prior to the Finance meeting, therefore it was agreed that all noted actions and proposals made at the meeting be recommended for approval.  
**Proposed by:** Cllr Robert Bliss  
**Seconded by:** Cllr Richard Grundy  
**Agreed** unanimously.
5. **Christmas Lights working group update**
  - 5.1 It was felt that 8ft trees would not have enough impact. The clerk was asked to contact John Barber for any contacts he might have for suppliers of taller trees.
  - 5.2 The clerk would check on the electricity supply available at Wilberforce Road green.
  - 5.3 TP would purchase a solar powered decorative ball from Sainsburys to test for effectiveness.
  - 5.4 A meeting was being arranged with Joy Evans to discuss the Christmas lights switch-on event.
  - 5.5 The clerk would contact Eric Stokes at Millennium Quest (MQ) to discuss the sale price of the lights and to inform him that SPC doesn't want to continue hiring the Santa Sleigh and Christmas trees that are displayed in the Enbrook Valley shopping centre.
  - 5.6 It was agreed that a decision regarding the sale of the 25 lights would need to be taken so as not to incur storage costs and they would need to be PAT tested should they be sold to another party (other than MQ).
  - 5.7 The clerk would enquire of John Barber and Joy Evans whether they could offer storage facilities for the Christmas lights.

6. **Cycle racks** – the Clerk updated that the housing association has been asked for permission to install cycle racks outside the front of the library. Should permission be granted, it was proposed and agreed that three racks should be purchased.

**Proposed by:** Cllr Nina Bliss

**Seconded by:** Cllr Jan Holben

**Agreed** unanimously

7. **Hanging baskets, troughs, boat planters**

It was discussed, proposed and agreed that the three boats should have winter plantings and, when in situ, also the new planters/troughs by the war memorial. The cost for the boats plantings would be about £210.

**Proposed by:** Cllr Nina Bliss

**Seconded by:** Cllr Jan Holben

**Agreed** unanimously.

8. **2014/15 Budget**

8.1 The Bank Reconciliation was presented and approved (*appendix 1*).

8.2 The Payments & Receipts summary account was presented (*appendix 2*) showing revised budgets and reserve fund figures as recommended by TP and the clerk following discussions at a meeting the previous week.

8.3 The separate spreadsheets for the HSIF (*appendix 3*), grounds maintenance & handyman services (*appendix 4*) and LAM and AEP budgets (*appendix 5*) were presented and discussed.

8.4 The clerk would write to Jeremy Whittaker to give him an update on all the HSIF projects, especially the extended HG Wells exhibition.

8.5 It was agreed that two new flag poles should be purchased – one to replace the broken one and one to have as a spare.

8.6 The flags would come down sometime in September; it was agreed that the WWI Commemorative flags and some French flags should go back up in the vicinity of the war memorial for the week preceding Remembrance Day in November.

**It was proposed that the accounts be agreed and approved.**

**Proposed by:** Cllr Nina Bliss

**Seconded by:** Cllr Jan Holben

**Agreed by all**

9. **High Street Innovation Fund projects**

This was covered under item 8 above.

10. **Information**

10.1 Granville Road toilet block – SDC would be producing a first draft of the lease.

10.2 Letter received from SDC regarding the transfer of parks and open spaces to Folkestone Town Council – the parish council was asked to comment on this.

11. **Date of next meeting** – in September, date to be decided.

The meeting ended at 4.15pm.

Signed by the Chairman, Finance Committee.....Date.....