



**SANDGATE PARISH COUNCIL**  
**Minutes of a Finance Committee Meeting held on**  
**Friday 19<sup>th</sup> July 2013 at 11am**

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**Present: Chairman**            **Cllr Mrs N Bliss**  
                 **Councillors**        **R Bliss, Mrs J Holben and T Prater**  
                 **Parish Clerk**        **A Oates**

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The meeting commenced at 11.30am

No members of the public attended

1. **Apologies for absence:** Cllr R Grundy.
2. **Declarations of Interest** – there were none.
3. **Minutes** - The minutes of the meeting held on 6<sup>th</sup> June 2013 were submitted, approved as a correct record and signed by the Chairman.  
**Proposed by:** Cllr Mrs N Bliss  
**Seconded by:** Cllr T Prater  
**Agreed** unanimously
4. **Land Assets Management (LAM)**  
The last meeting had been held just prior to this Finance meeting, therefore it was agreed that all proposals made at the meeting be recommended for approval.  
**Proposed by:** Cllr Mrs J Holben  
**Seconded by:** Cllr Mrs N Bliss  
**Agreed** unanimously
5. **Family Fun Day**  
It was confirmed that expenditure was within the £2,500 budget and a further £150 was going to be donated by Collier-Stevens.
6. **Christmas Lights**
  - 6.1 Two prices had been obtained for installation, dismantling and storage of the Christmas lights. There was only a small difference between the two quotes so it was proposed that the quote from Millennium Quest be accepted.
  - 6.2 There would be a shortfall of £3,000 in the budget. It was proposed therefore that £5,000 be reduced from the Safety & Cleanliness budget and put into Contingency and £3,000 of this vired across to the Christmas Lights budget.  
**Proposed by:** Cllr Mrs N Bliss  
**Seconded by:** Cllr R Bliss  
**Agreed** unanimously

**7. Sandgate Design Statement**

The Environment Committee had submitted a proposal to print 100 copies of the Statement at a cost of approximately £1,299.36 – it was proposed that this be agreed and it was proposed to vire across £1,400 from Contingency towards this final cost of the production of the SDS.

**Proposed by:** Cllr Mrs N Bliss

**Seconded by:** Cllr R Bliss

**Agreed** unanimously

**8. Grant Application**

A grant application had been received from Adel Wilson on behalf of Young Sandgate Society. It was pointed out that this application should have been presented to main council, for which the clerk apologised. However, the committee agreed to make a decision due to the small grant amount requested. It was proposed to give £78 to YSS for the production of ten T-shirts.

**Proposed by:** Cllr Mrs N Bliss

**Seconded by:** Cllr Mrs J Holben

**Agreed** unanimously. It was a condition of the grant that evidence is supplied of YSS's good works. It was also agreed that the funding would be paid direct to Silkworm Studios who would be producing the Tshirts.

**9. Safety & Cleanliness Budget**

The budget would be amended in line with the agreements under item 6 above. The discussion as to how the revised budget of £10,000 could be spent was deferred to the next meeting.

**10. 2013/2014 Budget**

The bank reconciliation and the cheque schedule (cheques 100857 to 100863) were presented. These were approved and signed by the Finance Chairman, subject to one amendment – under the notes for cheque no 100860, not all of the cost would be reimbursed, some of the cost would come from the Environment budget.

**Proposed by:** Cllr Mrs N Bliss

**Seconded by:** Cllr T Prater

**Agreed** unanimously

**11. Library lease** – it was agreed that this be deferred to the next meeting.

**12. Information** - none

**13. Date of next meeting** – to be decided.

The meeting ended at 12.06pm.

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