



SANDGATE PARISH COUNCIL
Minutes of a Finance Committee Meeting held on
Thursday 5th September 2013 at 2.45pm

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

The meeting commenced at 3.15pm

No members of the public attended

1. **Apologies for absence:** there were none.
2. **Declarations of Interest** – there were none.
3. **Minutes** - The minutes of the meeting held on 19th July 2013 were submitted, approved as a correct record and signed by the Chairman.
Proposed by: Cllr T Prater
Seconded by: Cllr Mrs J Holben
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. **To consider proposals from the Environment Committee**
 - 5.1 It was proposed and agreed that two double bins be purchased from the Street Furniture budget, with funds being vired equally from the Environment Improvement and Safety & Cleanliness budgets.
Proposed by: Cllr Mrs N Bliss
Seconded by: Cllr R Bliss
Agreed unanimously.
 - 5.2 Boats project: Cllr Mrs Holben was getting more information which she would feed back to the Environment Committee. A local driftwood artist was suggested.
6. **Safety & Cleanliness budget**
As was discussed at the LAM meeting, a list of work needs to be compiled. When this was done, some costings could be sought for a self-employed handyman/litter picker/park warden.

7. Granville Parade toilet block

The income and expenditure figures supplied by SDC were looked at. The clerk was asked to enquire of SDC if the parish council could lease the kiosk space and, if this was feasible, would the parish council be able to sublet it. It was mentioned that a possible tenant of the kiosk may also take on a kiosk at the recreation ground. A local company had already expressed an interest to kit out a kitchen in a kiosk at the rec – free of charge. Maybe this company could be interested in doing the same for the Granville Parade kiosk. This could be looked into.

8. Projector screen for planning meetings

It was proposed that a ceiling-mounted projector screen be purchased, subject to permission from KCC to having it fixed to the ceiling in the library and not to exceed a budget of £300 for the purchase and fixing. This would come from the Office Equipment & Furniture budget.

Proposed by: Cllr Mrs N Bliss

Seconded by: Cllr T Prater

Agreed unanimously.

9. 2013/2014 Budget

The bank reconciliation (*appendix 1*), cheque schedule for cheques numbered 100864 – 100875 (*appendix 2*), cheque schedule for cheques numbered 100876 – 100893 (*appendix 3*) and petty cash schedule (*appendix 4*) were presented, approved and signed by the Finance Chairman. The bank statements were checked and initialled. The clerk's report was received and approved.

Proposed by: Cllr Mrs J Holben

Seconded by: Cllr R Grundy

Agreed unanimously

10. Library lease

Information had been received from the NALC solicitor and this had been forwarded to KCC for consideration. The next step was to await their response and to see the figures they propose.

12. Information – there was no further information.

13. Date of next meeting – Thursday 3rd October at 3pm.

The meeting ended at 4.05pm.

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