



SANDGATE PARISH COUNCIL
Minutes of a Finance Committee Meeting held on
Tuesday 5th September at 2.30pm

Present: Chairman Cllr Nina Bliss (NB)
Councillors Robert Bliss (RB), Jan Holben (JH)

Assistant Parish Clerk G Thomas

The meeting commenced at 2.30pm

No members of the public attended

- 1. Apologies for absence:** Cllrs Tim Prater and Richard Grundy
- 2. Declarations of Interest** – there were none.
- 3. Minutes** - The minutes of the meeting held on 15th July 2014 were submitted, approved as a correct record and signed by the Chairman.
Proposed by: Cllr N Bliss
Seconded by: Cllr J Holben
Agreed unanimously
- 4. Land Assets Management Sub-committee (LAM)**
4.1 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 Nina Bliss
Agreed unanimously.

4.2 Nina Bliss proposed that Geoff Daniels refurbish the Beacon for a cost of £250
Proposed by: Cllr Nina Bliss
Seconded by: Cllr R Bliss
Agreed unanimously
- 5. Christmas Lights working group update**
5.1 Cllr N Bliss informed the committee of the offer received from Eric Stokes of Millenium Quest. A payment £2197 + VAT would mean that the SPC would have ownership of Santa and sleigh and MQ would take ownership of the 24 high street lamppost lights. In addition MQ would install and take down decorations and trees for 2015/16 at no additional cost. It was proposed to accept the Millenium Quest offer.
Proposed by: Cllr N Bliss
Seconded by: Cllr J Holben
Agreed unanimously

- 5.2 The Assistant Clerk told the committee that she had spoken to Juicy Fresh regarding supplying 15 foot Christmas trees and that they had quoted £200.00 per tree. The Assistant Clerk was asked to get costs for installation and report back.
- 5.3 Cllr N Bliss showed the committee the solar globe that Cllr Prater had suggested for street decoration and it was decided that before the purchase of numerous globes that the globe should be tested in a street setting. Cllr Prater to be asked to install the globe at his work place and report back to the committee.
- 5.4 Cllr N Bliss told the committee that the Parish Clerk had met with Joy Evans from Saga regarding the Christmas festivities. Cllr J Holben said that there needed to be clarification about who would be lead person for the Parish Christmas event.

6. 2014/15 Budget

- 6.1 The cheque schedule and cheques for signing were presented and approved (*Appendix 1*)
- 6.2 Cllr N Bliss said that she was extremely unhappy with the late payment to local businesses. The payment to the Gurkha Palace after the Fun Day was over four weeks late. Cllr N Bliss said that it needed to be ensured that in the future, local companies got prompt payments.
- 6.3 Cllr JH said that many of the entertainments for the Fun Day got cash payments on the day. Cllr JH suggested that, for the sole purpose of Fun Days and similar events, there should be a change of process regarding payments. Cllr JH suggested that companies providing services at events, invoiced the parish early, and then cheques could be drawn and taken to the event and given to the company on confirmation of the service provision.
- 6.4 Kent County Council Legal Scheme was re-discussed following the report presented by the assistant clerk (*Appendix 2*) comparing the two legal services provided by KALC and KCC and the committee decided to sign up to the KCC scheme as soon as possible

Proposed by: Cllr N Bliss
Seconded by: Cllr J Holben
Agreed unanimously

7. Insurance

The committee agreed to pay Zurich Municipal the amount of £2,031.90 for renewal of the parish's insurance policy

Proposed by: Cllr N Bliss
Seconded by: Cllr J Holben
Agreed unanimously

8. Tourism support

Cllr R Bliss informed the committee that as there has been no support from any other Parish and with the knowledge that the Tourism Officer is taking on the role of Town Centre Manager- SPC would formally withdraw the proposed £1500 grant at the main Parish Meeting.

9. High Street Innovation Fund projects update

The assistant clerk gave the committee a printed copy of the draft environment minutes pertaining to these projects

10. Information – None

11. Date of next meeting : TBC

The meeting ended at 3.35pm.

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