



**SANDGATE PARISH COUNCIL**  
**Minutes of a Finance Committee Meeting held on**  
**Wednesday 13 December 2017 at 2.30 pm**

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**Present: Chairman                      Councillor Robert Bliss in the chair**  
                  **Councillors                Jan Holben, Tim Prater (from minute 9 onwards) and Adrian Watts**  
                  **Clerk                                P Savage**

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The meeting commenced at 2.30 pm

No members of the public attended

1. **Apology for absence:** Nina Bliss and Tim Prater (for lateness)
2. **Declarations of Interest** – there were none.
3. **Minutes** - The minutes of the meeting held on 15 November 2017 were submitted, approved as a correct record and signed by the Chairman.  
**Agreed by all who had attended that meeting**
4. **Land Assets Management Sub-Committee**  
The Committee noted the decisions and comments of the Sub-Committee which had met immediately before the Committee. The Committee agreed that the leaflets for dog fouling in Sandgate Park could be funded from the newsletter budget.
5. **2017-18 expenditure**  
The Committee received a report from the Responsible Finance Officer on expenditure so far in the financial year. Committee members raised the following issues:
  - Book budget: noted that this year's fund had been spent. Next year's budget should be the subject of publicity and consultation with residents via the newsletter/website
  - Newsletter: all councillors' ideas for the newsletter should be reflected in the next issue
  - Hanging baskets and troughs: noted the request from Environment Committee to include the pots outside 48-54 Sandgate High Street in the new contract be pursued.
  - Christmas event: Environment Committee to be asked to reconsider decision to make mulled wine and mince pies free for next year's Christmas event
  - Vending machine in library: RFO to review position to see whether replacement could be identified
6. **Boat prow**  
The Committee received the report of the RFO and agreed that the two boat prow should be purchased as planters at the entrance to the Parish Council area at the Golden Valley and Sandgate Hill.
7. **Library minor refurbishment**  
The Committee received the report of the RFO and agreed to the proposals with the addition of a replacement toilet.
8. **Planters and hanging baskets contract**

The Committee received the confidential report of the RFO on the receipt of three competitive tenders for the planting and watering of the hanging baskets in the Parish Council area.

**RESOLVED: that (1) the contract be awarded for 2018 to the lowest tenderer, Oportunitas, on the terms submitted with a total estimated cost of £4382 (depending on watering frequency) and subject to guarantees about planting quality; and (2) a review meeting be held with the contractor in June 2018**

**9. Kiosk and toilet block expenditure**

There was nothing further to report.

**10 Information**

There was no further information

**11. Date of next meeting:** 10 January 2018 on the rising of the Land Assets Management Sub-Committee. The Committee asked that the remaining meetings for the municipal year be rescheduled to take place on the first Tuesday of the month on the rising of the Land Assets Management Sub-Committee.

The meeting ended at 3.11 pm.

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