



SANDGATE PARISH COUNCIL
Minutes of a Finance Committee Meeting held on
Tuesday 4 September 2018 at 12.45 pm

Present: Chairman	Councillor Nina Bliss
Councillors	Robert Bliss, Jan Holben, Tim Prater and Adrian Watts.
Clerk	P Savage

The meeting commenced at 12.45 pm

No members of the public attended

1. **Apologies for absence:** there were none as all councillors were present.
2. **Declarations of Interest** – there were none.
3. **Minutes** - The minutes of the meeting held on 17 July 2018 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 and endorsed recommendations of the Sub-Committee which had met immediately before the Committee. This included the recommendation to recommend to Council the funding of £25,000 towards replacement play equipment in Sandgate Park.
5. **2018-19 budget monitoring**
The Committee received reports from the Responsible Finance Officer on expenditure and payments so far incurred. This included the following
 - List of payments made since previous meeting
 - Budget monitor
 - Bank reconciliation (signed by the Chairman of the Committee and the RFO)

The following issues were raised (RFO to action):

 - Training: was any expenditure needed for library assistant training?
 - Granville Parade toilets: how often were they cleaned each day?
 - Noting that a small expenditure would be required from twinning for armistice commemorations
6. **Sandgate Park and Martello Towers**
Noted that this had been discussed at the Land Assets Management Sub-Committee immediately before this meeting.
7. **Information**
There was none

8. Date of next meeting: 2 October 2018 at 12.15 pm or on the rising of the Land Assets Management Sub-Committee whichever is the earlier. Noted apologies of Councillor Jan Holben.

The meeting ended at 1.11 pm.

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

PAYMENTS SINCE PREVIOUS MEETING

26/06/18	BES	✓	dd	119.41	6.27	125.68
20/06/18	BT	✓	DD	124.80	24.96	149.76
27/06/18	Clerk salary	✓	BACS	1,008.74	0.00	1,008.74
27/06/18	RFO salary	✓	BACS	275.09	0.00	275.09
20/06/18	Floraselect	✓	BACS	400.00	80.00	480.00
20/06/18	Shepway Computers	✓	BACS	78.00	15.60	93.60
20/06/18	Sandgate Printers	✓	BACS	50.00	0.00	50.00
20/06/18	LTT	✓	BACS	132.78	0.00	132.78
20/06/18	Shepway Computers	✓	BACS	50.00	10.00	60.00
01/04/18	write off 2017-18		na	7.82	0.00	7.82
20/06/18	Coopers	✓	BACS	8.00	1.60	9.60
12/07/18	BT		DD	20.90	4.18	25.08
20/06/18	Craft supplies	✓	BACS	26.46	0.00	26.46
04/07/18	Harmers		BACS	40.00	8.00	48.00
04/07/18	Harmers		BACS	476.00	95.20	571.20
04/07/18	Harmers		BACS	60.00	12.00	72.00
04/07/18	Harmers		BACS	55.00	11.00	66.00
04/07/18	Harmers		BACS	55.00	11.00	66.00
04/07/18	Craft supplies		BACS	35.44	0.00	35.44
04/07/18	Harmers		BACS	644.00	128.80	772.80
04/07/18	Harmers		BACS	1,230.00	246.00	1,476.00
04/07/18	Elliotts		BACS	114.00	22.80	136.80
04/07/18	Elliotts		BACS	134.00	26.80	160.80
04/07/18	Shepway Computers		BACS	78.00	15.60	93.60
04/07/18	Kent Office Supplies		BACS	47.50	9.50	57.00
04/07/18	HMRC		BACS	926.84	0.00	926.84
04/07/18	Cleaning and handyman		BACS	103.75	0.00	103.75
04/07/18	Library staff		BACS	175.00	0.00	175.00
04/07/18	Fun day supplies		BACS	21.99	0.00	21.99
04/07/18	Library staff		BACS	172.81	0.00	172.81
04/07/18	PHS		BACS	167.40	33.48	200.88
04/07/18	KALC		BACS	1,275.00	255.00	1,530.00
04/07/18	Internal auditor		BACS	100.00	0.00	100.00
01/06/18	Nest	✓	DD	33.79	0.00	33.79
01/06/18	Business stream	✓	DD	86.00	0.00	86.00
01/05/18	Business stream	✓	dd	86.00	0.00	86.00
26/06/18	BES	✓	dd	262.99	52.60	315.59
24/07/18	BES		dd	307.89	61.58	369.47