

**MINUTES**  
**OF THE MEETING OF**  
**HYTHE TOWN COUNCIL'S**  
**FINANCE & GENERAL PURPOSES COMMITTEE**  
**HELD ON THURSDAY 6<sup>TH</sup> AUGUST 2009**

Present: Councillor J A Schoner (In the Chair)

Councillors Mrs K T Belcourt, D Briddock, R H Carroll, A J Ewart-James, S W Hayward, M J Lyons, S Matthews, Mrs A Mayne, D Owen, A Smith and R Watson

Also Present: Councillor R Belcourt and the Town Clerk

Apologies: Councillor A Mayne

**123/09 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 25<sup>TH</sup> JUNE 2009**

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor R H Carroll and

**RESOLVED** – That the Minutes of the Meeting held on the 25<sup>th</sup> June 2009, having been circulated, be confirmed as a correct record and signed by the Chairman.

**124/09 DECLARATION OF INTERESTS**

There were none declared.

**125/09 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN ACCORDANCE WITH STANDING ORDER NO. 70**

There was no adjournment.

**126/09 APPROVAL OF PAYMENTS FOR THE PERIOD TO 30<sup>TH</sup> JUNE 2009**

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor R Watson and

**RESOLVED** – That the payments for the period to 30<sup>th</sup> June 2009, covering cheque numbers 011405 - 011470 be authorised, as appended to these Minutes.

**127/09 APPROVAL OF BUDGET STATEMENT TO 30<sup>TH</sup> JUNE 2009**

It was

**PROPOSED BY:** Councillor M J Lyons  
**SECONDED BY:** Councillor D Owen and

**RESOLVED** – That the Budget Statement to 30<sup>th</sup> June 2009 be approved.

**128/09 APPROVAL OF BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 30<sup>TH</sup> JUNE 2009**

It was

**PROPOSED BY:** Councillor D Owen  
**SECONDED BY:** Councillor S W Hayward and

**RESOLVED** – That the Balance Sheet and Income & Expenditure Account to 30<sup>th</sup> June 2009 be approved.

**129/09 REPORT OF RECEIPTS TO 30<sup>TH</sup> JUNE 2009**

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor M J Lyons and

**RESOLVED** - That the Receipts for the period to 30<sup>th</sup> June 2009 be accepted.

**130/09 AUTHORISATION OF TRANSFER OF FUNDS**

It was

**PROPOSED BY:** Councillor M J Lyons  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the transfer of £288.75 from Revenue to Capital - Eaton Lands Reserve additional rent northern meadow allotment site (Half Year - September 2009 – March 2010), be approved.

It was

**PROPOSED BY:** Councillor M J Lyons  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the transfer £1,632.00 from the unallocated Capital reserve to Revenue in respect of Office photocopier - Resolved Min No 407/08 refers, be approved.

**131/09 BANKING ARRANGEMENTS – RESOLVED MIN NO 45/09, TOWN CLERK'S REPORT 05/08 & RESOLVED MIN NO 144/08 REFERS**

Members considered the previously circulated e mail received from Mr Radley of National Westminster Bank following on from a meeting with the Town Clerk.

It was

**PROPOSED BY:** Councillor J A Schoner  
**SECONDED BY:** Councillor D Briddock and

**RECOMMENDED** – That this item be deferred for consideration at the next Council Meeting due to be held on the 13<sup>th</sup> August 2009.

**132/09 HYTHE FIREWORKS & BONFIRE REPORT**

Councillor M Lyons updated Members on the current position. Letters for sponsorship had been dispatched and acknowledged. A further batch was in the process of being circulated and with the backing of a Councillor an optimistic outcome was anticipated.

**133/09 MINUTES OF THE SEEDA SPORTS PAVILION STEERING GROUP OF THE 30<sup>TH</sup> JULY 2009**

It was

**PROPOSED BY:** Councillor D Owen  
**SECONDED BY:** Councillor M J Lyons and

**RECOMMENDED** – That the Minutes of the SEEDA Sports Pavilion Steering Group Meeting of the 30<sup>th</sup> July 2009 be received and the decisions taken therein be endorsed.

**134/09 EATON LANDS**

Members considered making an “Awards for All” application for a leaflet to accompany the current improvements and for Public Bridleway HB24 improvements.

It was

**PROPOSED BY:** Councillor Mrs K T Belcourt  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the Town Clerk makes an application to “Awards for All” for the above improvements.

**135/09 SPORTS PAVILION/RECREATION GROUND**

The Town Clerk reported to members on the requirement to review access arrangements to cricket teams.

It was

**PROPOSED BY:** Councillor J A Schoner  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That:

1. All cricket bookings to be paid for prior to the cricket match’s taking place.
2. All keyholders to return the keys and these then to be handed to the cricket representative upon payment in advance of the match and the keys to be returned on the following Monday to the office.

**136/09 SPORTS PAVILION - CONSTRUCTIONS**

The Chairman and the Town Clerk reported to Members on the pre-construction meeting held on Wednesday 5<sup>th</sup> August 2009. The contract for £771,108 had been confirmed and the completion date was hoped to be the 23<sup>rd</sup> April 2010. The car park standard was to be maintained at 32 car spaces and within the tender specification. Any access to the site would be by strict appointment with the Town Clerk. There had been an issue in regards to the new football pitch whereby detritus had appeared on the surface and it was recommended that topsoil be over laid. The Town Council’s Surveyor was to investigate the possibility of relocating the topsoil which would be removed during the construction of the new pavilion to the site of the football pitch. The hard tennis courts would be closed from Monday 17<sup>th</sup> August 2009 when work was due to commence on the new pavilion. The working hours of the contractor would be weekdays 7.30 am – 5.00 pm. A hard copy of the tender submission document was to be circulated to Members. The Public Works Loan Board funds had now been received in the bank. The contractor was to provide the boards for the advertising of sponsors. A full set of constructions drawings had been provided for the steel procurement. A Health & Safety Plan had been provided to the CDM Consultant. Confirmation for works to proceed was to be sent to HTC from the CDM Consultants. Monthly progress meetings and valuation cost reports were to be arranged. The first meeting was to be held on 24<sup>th</sup> September 2009 at 10.00 am.

Dayworks were not to be undertaken without the consent of the Quantity Surveyor. The time capsule was to be buried in a 4” diameter tube with a deadline of 14<sup>th</sup> September 2009. The old Pavilion’s foundations were to be excavated out and the area reinstated in grass in May 2010. Value engineering opportunities were to be pursued, with any fundamental changes to be reported to Members and considered at the monthly progress meetings.

**137/09 SECURITY ISSUES – RESOLVED MIN NO 38/09 REFERS**

The Town Clerk reported to Members on the site inspections undertaken with PCSO Wise with the following recommendations ensuing:

The Green

Cinque Ports Avenue Gate – two dropped bollards to be put in place.

Boundary Road Gate – one dropped bollard to be put in place.

Portland Road Gates – no action required.

Eaton Lands

No action was recommended.

Horn Street

Some post and rail fencing to be erected adjoining the existing bottom gate. The top access was to have anti-horse and anti-motor bike inhibitors put in place.

South Road

The western gate was to have headroom restrictor in place once Pavilion works have been completed. The eastern gate was to have centrally placed bollard to inhibit incursion. (This was usually only opened on a very infrequent basis in any event)

Land off Canal Towpath

PCSO Wise recommended a height restrictor at the entrance on Twiss Road and this would secure all of the land, including SDC land, from that access. The gate by the Cricket Club was considered to be secure. SDC was to be requested to install a height restriction barrier at Twiss Road.

It was

**PROPOSED BY:** Councillor J A Schoner

**SECONDED BY:** Councillor D Owen and

**RECOMMENDED** – That all the above items be put in hand and the Town Clerk to write to Shepway District Council regarding the installation of the height restriction barrier at the Twiss Road entrance to the Canal Bank.

**138/09 HYTHE CRICKET CLUB –RESOLVED MIN NOS 43/07, 117/07, 389/07, 57/08, 173/08, 363/08 & 401/08 REFER**

Members considered the previously circulated details from the Cricket Club in respect of the land north of the Hythe Skatepark.

It was

**PROPOSED BY:** Councillor J A Schoner

**SECONDED BY:** Councillor A Smith and

**RECOMMENDED** – That the Town Clerk prepare a list of conditions for the lease preparation for consideration at the Council meeting due to be held on the 13<sup>th</sup> August.

Meeting closed at 7.55 p.m.

Dated the \_\_\_\_\_ Day of \_\_\_\_\_ 2009

.....CHAIRMAN