

MINUTES
OF THE MEETING OF
HYTHE TOWN COUNCIL'S
FINANCE & GENERAL PURPOSES COMMITTEE

HELD ON THURSDAY 15TH OCTOBER 2009

- Present: Councillor J A Schoner (In the Chair)
- Councillors Mrs K T Belcourt, D Briddock, A J Ewart-James, M J Lyons, S Matthews, A Smith and R Watson
- Also Present: The Town Clerk and Mr S Way (Employer's Agent – Hythe Sports Pavilion)
- Apologies: Councillors R H Carroll, S W Hayward, A Mayne, Mrs A Mayne and D Owen

197/09 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 17TH SEPTEMBER 2009

It was

PROPOSED BY: Councillor A J Ewart-James
SECONDED BY: Councillor Mrs K T Belcourt and

RESOLVED – That the Minutes of the Meeting held on the 17th September 2009, having been circulated, be confirmed as a correct record of the meeting and signed by the Chairman.

198/09 DECLARATION OF INTERESTS

There were none declared.

199/09 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN ACCORDANCE WITH STANDING ORDER NO. 70

There was no adjournment.

The Chairman ruled that Agenda Item 12 (i) be brought forward to allow Mr S Way to give his verbal report to Members.

200/09 HYTHE SPORTS PAVILION & NEW PITCH

Agenda Item No 12 (i)

Update on Progress

Mr S Way gave a verbal report to Members on progress to date. He stated that the project was on budget and on programme and there was nothing else to report at this stage.

201/09 APPROVAL OF PAYMENTS FOR THE PERIODS TO 31ST AUGUST & TO 30TH SEPTEMBER 2009

It was

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

RESOLVED – That the payments for the periods to 31st August and to 30th September 2009, covering cheque numbers 011520 - 011609 be authorised, as appended to these Minutes.

202/09 APPROVAL OF BUDGET STATEMENT TO 30TH SEPTEMBER 2009

It was

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

RESOLVED – That the Budget Statement to 30th September 2009 be approved.

203/09 APPROVAL OF BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 30TH SEPTEMBER 2009

It was

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

RESOLVED – That the Balance Sheet and Income & Expenditure Account to 30th September 2009 be approved.

204/09 REPORT OF RECEIPTS TO 31ST AUGUST & TO 30TH SEPTEMBER 2009

It was

PROPOSED BY: Councillor A Smith
SECONDED BY: Councillor A J Ewart-James and

RESOLVED - That the Receipts for the periods to 31st August and to 30th September 2009 be accepted.

205/09 TRANSFER FROM CAPITAL TO REVENUE

It was

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

RESOLVED – That the transfer of £5,851.20 from Capital to Revenue in respect of the repairs to the safety surface on the Play Area at the Green, be approved.

206/09 LIBRARY RENT

Members considered the request from the Davis Oaklands Charity Trust for the Town Council to handover the full Library rent. Members were referred to the provisions of the Counterpart Underlease between Hythe Town Council and Kent County Council which had been made available in the Office for Members' perusal. The Chairman outlined the outcomes of the meeting with the Charity Commission representatives held on the 29th July and informed Members that the Charity Commission had agreed the borrowing of £180k in principle based upon the outcomes of that meeting. He also referred to the revenue deficit year-on-year that currently pertained to the Charity and which the above virement would remedy.

It was

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

RECOMMENDED – That:

- 1 Following Council's approval, the Town Clerk write to the Charity Commission to state that the full amount of the Library rent was to be paid to the Charity.
- 2 The Library Counterpart Lease and Lease be amended accordingly

207/09 CRICKET CLUB LEASE

Members considered the previously circulated draft lease in respect of the land north of the Hythe Skatepark. The Chairman reported on the issue of the entrance gate which had been proposed by the Cricket Club but this request had not yet been formally presented to the Town Council.

It was

PROPOSED BY: Councillor M J Lyons
SECONDED BY: Councillor R Watson and

RECOMMENDED – That the draft Lease be agreed as circulated.

208/09 HYTHE SPORTS PAVILION & NEW PITCH(i) Progress

The Chairman reported that the Time Capsule had been inserted into the foundations of the Sports Pavilion and the first pour of concrete was due to take place tomorrow (Friday 16th October 2009). The seeding of the new football pitch was also due to take place on Friday 16th October.

(ii) Minutes of the Site Progress Meeting held on the 24th September 2009

The Minutes had been previously circulated to Members. The Chairman reported that the CCTV cost element for the Pavilion was to be paid for separately via the CCTV Sinking Fund.

It was

PROPOSED BY: Councillor Mrs K T Belcourt
SECONDED BY: Councillor A J Ewart-James and

RECOMMENDED – That the Minutes of the Site Progress Meeting held on the 24th September 2009 be received.

(iii) Procurement of the External CCTV System for the Pavilion – Resolved Min No 171/09 Refers

It was

PROPOSED BY: Councillor Mrs K T Belcourt
SECONDED BY: Councillor D Briddock and

RECOMMENDED – That the main site Contractor (W W Martin) be authorised to undertake the procurement of the CCTV system for the Pavilion by competitive tender as part of the overall contract.

- (iv) Hythe Sports Pavilion Income & Expenditure Statement – To Date
The statement had been previously circulated to Members.

It was

PROPOSED BY: Councillor A J Ewart-James
SECONDED BY: Councillor Mrs K T Belcourt and

RECOMMENDED – That the Hythe Sports Pavilion Income & Expenditure Statement be received.

209/09 APPOINTMENT OF INTERNAL AUDIT & ASSETS REVIEW SUB-COMMITTEE

It was

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

RECOMMENDED – That Councillors J A Schoner, A J Ewart-James and Mrs K T Belcourt be appointed to the Internal Audit & Assets Review Sub-Committee.

210/09 HYPHE FIREWORKS & BONFIRE REPORT

Members had been previously circulated with a letter from Councillor M J Lyons. He and Councillor D Owen had met and confirmed that the Fireworks Display was to go ahead on the 4th November 2009 on the Green. The Town Clerk gave advice that the Fireworks Society required separate insurance cover to operate the display so as to satisfy the Town Council's insurance company and read out an email from WPS Brokers of the 7th October 2009 confirming this requirement. Councillor M J Lyons thanked the Chairman and the Town Clerk for their assistance in this matter.

It was

PROPOSED BY: Councillor J A Schoner
SECONDED BY: Councillor A J Ewart-James and

RESOLVED – That:

- 1 The Hythe Fireworks Society be granted free use of the Green for its event to be held on Wednesday 4th November 2009, subject to the usual conditions' being met.
- 2 The Firework Society to ensure that the insurance requirements were met.
- 3 Any surplus Town Council-held funds from events from past years to be donated to the Fireworks event.

211/09 EATON LANDS

Members discussed the financial award from the Big Lottery Fund of £6,108 and the Town Clerk's email dated the 5th October 2009. The award related to improvements to Bridleway HB24 and for the leaflet production for Eaton Lands.

It was

PROPOSED BY: Councillor Mrs K T Belcourt
SECONDED BY: Councillor M J Lyons and

RESOLVED – That:

- 1 The Town Clerk be authorised to obtain a specification for improvements to HB24 to be submitted to Kent County Council for approval.
- 2 The Town Clerk be authorised to obtain quotations when the specification had been approved.
- 3 The Town Clerk be authorised to obtain quotations for the publication of the leaflets.

Meeting closed at 8.00 p.m.

Dated the Day of 2009

.....CHAIRMAN