

**MINUTES**

**OF THE MEETING OF**

**HYTHE TOWN COUNCIL'S**

**FINANCE & GENERAL PURPOSES COMMITTEE**

**HELD ON THURSDAY 18<sup>TH</sup> FEBRUARY 2010**

- Present:** Councillor J A Schoner (In the Chair)  
Councillors D Briddock, S W Hayward, Mrs R J Griffiths,  
Mrs A Mayne, A Smith and R Watson
- Also Present:** The Town Clerk
- Apologies:** Councillors K T Belcourt, A J Ewart-James, M J Lyons, S Matthews,  
A Mayne and D Owen

**345/09 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE  
MEETING HELD ON 14<sup>TH</sup> JANUARY 2010**

It was

**PROPOSED BY:** Councillor D Briddock  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the Minutes of the Meeting held on the 14<sup>th</sup> January 2010, having been circulated, be confirmed as a correct record of the meeting and signed by the Chairman.

**346/09 DECLARATION OF INTERESTS**

There were none declared.

**347/09 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN  
ACCORDANCE WITH STANDING ORDER NO. 70**

There was no adjournment.

**348/09 APPROVAL OF PAYMENTS FOR THE PERIOD TO 31<sup>ST</sup> JANUARY 2010**

It was

**PROPOSED BY:** Councillor S W Hayward  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the payments for the period to 31<sup>st</sup> January 2010, covering cheque numbers 011715 - 011750 be authorised, as appended to these Minutes.

**349/09 APPROVAL OF BUDGET STATEMENT TO 31<sup>ST</sup> JANUARY 2010**

It was

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

**RESOLVED** – That the Budget Statement to 31<sup>st</sup> January 2010 be approved.

**350/09 APPROVAL OF BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 31<sup>ST</sup> JANUARY 2010**

It was

**PROPOSED BY:** Councillor Mrs R Griffiths  
**SECONDED BY:** Councillor A Smith and

**RESOLVED** – That the Balance Sheet and Income & Expenditure Account to 31<sup>st</sup> January 2010 be approved.

**351/09 REPORT OF RECEIPTS TO 31<sup>ST</sup> JANUARY 2010**

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor D Briddock and

**RESOLVED** - That the Receipts for the period to 31<sup>st</sup> January 2010 be accepted.

**352/09 INTERNAL AUDIT & ASSETS REVIEW SUB-COMMITTEE**

It was

**PROPOSED BY:** Councillor Mrs R Griffiths  
**SECONDED BY:** Councillor Mrs A Mayne and

**RECOMMENDED** – That the Minutes of the Internal Audit & Assets Review Sub-Committee be received and the recommendations contained therein be endorsed.

**353/09 HYTHE ART SOCIETY**

Members considered the previously circulated request from the Art Society for a grant towards the cost of hiring the Town Hall for its Annual Summer Exhibition.

It was

**PROPOSED BY:** Councillor S W Hayward  
**SECONDED BY:** Councillor R Watson and

**RECOMMENDED** - That the Hythe Art Society be granted £200.00 from the underspend in the Arts, Culture & Leisure Fund in the current year, subject to no further applications' being received this year.

**354/09 THE FOLKESTONE ACADEMY**

Members discussed the previously circulated letter and subsequent email from the Folkestone Academy requesting the use of some of the Hythe Tennis Courts in July 2010.

It was

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

**RECOMMENDED** – That:

- 1 The Folkestone Academy be granted the use of the Hythe Tennis Courts in July 2010 for four days and the courts as prescribed in their correspondence.
- 2 A fee of £100.00 be charged for the four days, as requested and the courts as prescribed, i.e £10.00 per court per day.

**355/09 HYTHE SPORTS PAVILION****(i) Minutes of the Site Progress Meeting held on the 22<sup>nd</sup> January & 18<sup>th</sup> February 2010**

The Minutes of the Meeting held on the 22<sup>nd</sup> January 2010 had been previously circulated to Members. The Chairman updated Members on the Site Progress Meeting of the 18<sup>th</sup> February 2010. The external door, plastering to the showers and disabled shower, the front entrance door, glazing and patio doors, external rendering, external boarding, roofing and screeds had all been completed. The dry lining to the first floor was 90% complete. The electrical first fix on both floors was 95% completed. The mechanical first fix on both floors was 50% completed and the first fix carpentry was 85% completed.

**(ii) New Gas Meter & Supplier at the Pavilion**

Advice had been received from the M & E Consultant in respect of British Gas at the above site progress meeting.

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor Mrs R Griffiths and

**RECOMMENDED** – That, as it was deemed currently to be the most effective utility provider, British Gas be engaged to supply the new gas meter at the Pavilion.

**(iii) Hythe Sports Pavilion Income & Expenditure Statement – To Date**

The statement had been previously circulated to Members.

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor Mrs R Griffiths and

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

**(iv) FA Chartered Standard Status**

The Town Clerk informed Members that the meeting due to be held on the 16<sup>th</sup> February 2010 had been cancelled due to adverse weather conditions. This meeting was now due to be held on Monday 1<sup>st</sup> March 2010.

**356/09 PERIMETER FENCING AT SOUTH ROAD**

Members considered the quotations received to date for the replacement fencing at South Road. The quotes received were as follows: £1,820.15, £1,671.80 & £1,859.53 all excluding VAT.

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor Mrs A Mayne and

**RECOMMENDED** – That the lowest quote of £1,671.80 be accepted.

**357/09 HYPHE SKATEPARK – DESIGN MEETING**

Members discussed the installation of additional equipment at the Hythe Skatepark. The Chairman reported on the site meeting held on the 28<sup>th</sup> January 2010.

It was

**PROPOSED BY:** Councillor S W Hayward  
**SECONDED BY:** Councillor Mrs A Mayne and

**RECOMMENDED** – That an alternative Company be approached as GBH had not responded within the time-frame provided.

**358/09 BIG LOTTERY FUND – EATON LANDS – TOWN CLERK’S REPORT 12/09 REFERS**

Members discussed the previously circulated Town Clerk’s report 12/09 and the recommendations contained therein.

It was

**PROPOSED BY:** Councillor A Smith  
**SECONDED BY:** Councillor S W Hayward and

**RECOMMENDED** – That the Town Clerk’s report be accepted and the recommendations contained therein be adopted as follows:

- 1 The lowest price of £7,580.00 be accepted in respect of the improvements to HB24, as detailed in the attached specification of works.
- 2 The Eaton Lands 10k leaflets as described above be produced at a maximum cost of £1,460.
- 3 Hythe Town Council provides the necessary net gap funding of approximately £357 to cover both items, the funding to be drawn from the following sources: Access from Code 4036 (Property Maintenance) and Leaflet – Code 4028 (Publications/Literature).

**359/09 LONGBRIDGE ALLOTMENTS – REVENUE BUDGET 2010/2011 ITEM**

Members considered the quotations received to date in respect of a new gate and fencing at Longbridge Allotments. The quotes received were as follows: £756.47 and £1,206.81 both excluding VAT.

It was

**PROPOSED BY:** Councillor S W Hayward  
**SECONDED BY:** Councillor R Watson and

**RECOMMENDED** – That the lower quote of £756.47 be accepted.

**360/09 HYPHE FESTIVAL COMPANY**

Members considered the previously circulated correspondence from the Hythe Festival Company requesting a grant for its 2010 Festival. A copy of the Hythe Festival Company’s accounts had been made available in the Office for Members’ perusal.

It was

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

**RECOMMENDED** – That:

- 1 A grant of £5,000 be awarded to the Hythe Festival Company towards the “Free for all on the Green” event, subject to the usual conditions’ being met.
- 2 Hythe Town Council be duly noted as sponsors of this event, plus recognition of Hythe Town Council’s sponsorship of the Band Concert on the 11<sup>th</sup> July 2010.

It was then

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

**RESOLVED: That the Press and Public be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meetings) Act 1960 from the following item:**

**361/09 TENNIS/BOWLS KIOSK**

The Town Clerk gave an account of the current position and updated the Committee.

It was

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

**RECOMMENDED** – That as, to date, no suitable applicant had come forward, the search was to continue and the Town Council’s own seasonal staff to be used if no appropriate operator were to be approved in time for the opening of the new Pavilion and summer season.

Meeting closed at 8.15 p.m.

Dated the                      Day of                      2010

.....CHAIRMAN