

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

**HELD ON THURSDAY 22<sup>ND</sup> APRIL 2010**

Present: Councillor J A Schoner (In the Chair)

Councillors Mrs K T Belcourt, D Briddock, A J Ewart-James,  
Mrs R J Griffiths, S W Hayward, A Mayne, Mrs A Mayne,  
D Owen and A Smith

Also Present: The Town Clerk

**415/09 APOLOGIES FOR ABSENCE**

Councillors M J Lyons – Hospital Appointment  
Councillor S Matthews – Work Commitments  
Councillor R Watson – On Holiday

It was

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

**AGREED** – That the above apologies be accepted.

**416/09 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**  
**MEETING HELD ON 18<sup>TH</sup> MARCH 2010**

It was

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

**RESOLVED** – That the Minutes of the Meeting held on the 18<sup>th</sup> March 2010, having been circulated, be confirmed as a correct record of the meeting and signed by the Chairman.

**417/09 DECLARATION OF INTERESTS**

Councillor J A Schoner declared a personal interest in Min No 430/09 – Interreg Projects – Vice-President & Trustee of the Hythe Branch of the Folkestone & Hythe Scouts and Chairman of the Hythe Venetian Fete Society.

Councillor A J Ewart-James declared a personal interest in Min No 430/09 – Interreg Projects – Member and Treasurer of the Chamber of Commerce and Tourism.

\* Councillor D Briddock declared a prejudicial interest in Min No 432/09 – Use of the Town Hall – Agent to a Parliamentary Candidate.

\* Councillor A J Ewart-James declared a prejudicial interest in Min No 428/09 – Annual Overview & Scrutiny Programme – Treasurer of Hythe Against Crime.

\* Councillor Mrs K T Belcourt declared a prejudicial interest in Min No 428/09 – Annual Overview & Scrutiny Programme – Director of Hythe Against Crime.

**418/09 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN ACCORDANCE WITH STANDING ORDER NO. 70**

There was no adjournment.

**419/09 APPROVAL OF PAYMENTS FOR THE PERIOD TO 31<sup>ST</sup> MARCH 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> March 2010, covering cheque numbers 011786 - 011828 be authorised, as appended to these Minutes.

**Councillor D Briddock entered the Chamber at this juncture.**

**420/09 APPROVAL OF DRAFT BUDGET STATEMENT TO 31<sup>ST</sup> MARCH 2010**

It was

**PROPOSED BY:** Councillor S W Hayward

**SECONDED BY:** Councillor A Smith and

**AGREED** – That the Draft Budget Statement to 31<sup>st</sup> March 2010 be accepted pending finalisation of the year-end and internal audit.

**421/09 APPROVAL OF DRAFT BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 31<sup>ST</sup> MARCH 2010**

It was

**PROPOSED BY:** Councillor S W Hayward

**SECONDED BY:** Councillor A Smith and

**AGREED** – That the Draft Balance Sheet and Income & Expenditure Account to 31<sup>st</sup> March 2010 be accepted pending finalisation of year-end and internal audit.

**Councillor Mrs R J Griffiths entered the Chamber at this juncture.**

The Chairman explained that the Draft Budget Statement and Draft Balance Sheet and Income & Expenditure Accounts complied with the overall year-end reconciliation.

**422/09 REPORT OF RECEIPTS TO 31<sup>ST</sup> MARCH 2010**

It was

**PROPOSED BY:** Councillor A Smith

**SECONDED BY:** Councillor D Owen and

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

**423/09 HYTHER SPORTS PAVILION**

(i) Update on the Project

The Chairman updated Members on the Project. The handover completion date was to be the 17<sup>th</sup> May 2010. The standard of lighting in the toilet changing rooms and upper floor suite was deemed to be less than satisfactory from a Client's perspective. The car park had been completed and the landscaping was due to commence on Monday 26<sup>th</sup> April.

The placement of the gate had not been part of the contract and as the hangman's gate and overhead bar could not be installed for up to six weeks, the Chairman recommended that the wooden gate be put back "pro tem".

It was then

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

**RESOLVED** – That the wooden gate be put back "pro tem".

The Chairman further reported that the demolition of the old Pavilion was due to commence on the 4<sup>th</sup> May 2010, subject to EDF Energy's attendance to remove the meter and cut off the power supply. Snagging would be undertaken on a sieving process, first by the Contractor and then the Commissioned Architect and then by the Town Clerk / Agent.

(ii) Hythe Sports Pavilion Income & Expenditure Statement – To date

The Chairman reported that the project was on target financially and the Hythe Sports Pavilion Income & Expenditure Statement was then received.

(iii) Premises Licence Agreement & Conditions of Use Documents

Members discussed the previously circulated Licence Agreement and Conditions of Use documents in respect of the Sports Pavilion.

It was

**PROPOSED BY:** Councillor A J Ewart James  
**SECONDED BY:** Councillor D Owen and

**RESOLVED** – That the Premises Licence Agreement & Conditions of Use documents be approved, as amended, with the addition of the Indoor Sporting events' timings of 9.00 am – 10.30 pm to be added to the Premises Licence Application.

**424/09 SKATEPARK UPDATE**

The Chairman reported on quotations received to date as follows:

Quote A	£37,200 + VAT
Quote B	£29,000 + VAT
Quote C	£25,000 + VAT

It was

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

**RECOMMENDED** – That:

1 The lowest quote be accepted, subject to funding becoming available.

**Proposed Amendment**

It was

**PROPOSED BY:** Councillor D Briddock  
**SECONDED BY:** Councillor D Owen and

**RECOMMENDED** – That:

- 2 The Town Clerk undertakes checks to ensure the financial viability of the successful firm.

**The substantive motion was then put and carried as follows:**

- 1 The lowest quote be accepted, subject to funding becoming available.
- 2 The Town Clerk undertakes checks to ensure the financial viability of the successful firm.

**425/09 CINQUE PORTS PROMOTION**

Members considered the previously circulated email from Mr Ian Russell in relation to funding for the Cinque Ports Marketing Campaign.

It was

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

**RECOMMENDED** – That the Town Council support the initiative of the Cinque Ports Promotion, but not on a financial basis.

**426/09 INCURSION ARRANGEMENTS**

Members noted the previously circulated letter from Councillor M J Dearden in respect of the above.

**427/09 LIBRARY RENT REVIEW**

Members discussed the Library Rent Review which was due for completion by the end of March 2011.

It was

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

**RECOMMENDED** – That the Town Clerk be authorised to commence the Library Rent Review which was due for completion by the end of March 2011.

**\* Councillors Mrs K T Belcourt and A J Ewart-James left the Chamber for the discussion and vote on the following item:**

**428/09 ANNUAL OVERVIEW & SCRUTINY PROGRAMME**

Members discussed the previously circulated letter from Shepway District Council in respect of the above.

It was

**PROPOSED BY:** Councillor D Briddock  
**SECONDED BY:** Councillor Mrs R J Griffiths and

**RECOMMENDED** – That the Scrutiny Programme be invited to examine the Shepway District Council decision on the use and monitoring of the CCTV system in Hythe.

**Councillors Mrs K T Belcourt and A J Ewart-James returned to the meeting at this juncture.**

**429/09 S106 AGREEMENT**

Members discussed the previously circulated email from Mr Ben Geering dated the 1<sup>st</sup> April 2010. The Chairman advised that a Sub-Committee of the Finance & General Purposes Committee was to be set up in the new Civic Year so as to ascertain how the S106 agreement was to be managed and implemented.

**430/09 INTERREG PROJECTS**

The Chairman reported on the presentation made to Interreg on Friday 16<sup>th</sup> April 2010 and the Power Point was circulated to all Members. A small Sub-Committee was to be established at the Annual Council Meeting to look at and undertake the work on the proposed submitted projects by the 9<sup>th</sup> July 2010.

**431/09 TREE WORKS AT EATON LANDS**

The Town Clerk reported on quotations received to date.

It was

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

**RECOMMENDED** – That the quote for £500.00, covering tree works at both Eaton Lands and Longbridge be accepted.

**\* Councillor D Briddock left the Chamber for the discussion and vote on the next item.**

**432/09 USE OF HYTHE TOWN HALL**

Members discussed the previously circulated emails in respect of Hustings Meetings in the Town Hall – in accordance with S95 of the Representation of the People Act 1983.

It was

**PROPOSED BY:** Councillor J A Schoner  
**SECONDED BY:** Councillor Mrs R J Griffiths and

**RESOLVED** – That the expenses and conditions hire for the Town Hall in respect of General Election Hustings Meetings would be as follows:

- 1 £5.00 per hour.
- 2 £20.00 caretaking fees.
- 3 Public Liability Insurance cover of £5m to be provided, together with a signed Conditions of Use Form and Risk Assessment Form.

**433/09 BOUNCY CASTLE – THE GREEN**

No details had been received from a neighbouring resident in Victoria Avenue in respect of the placement of a Bouncy Castle on the Green and therefore this item was not discussed.

Meeting closed at 8.25 p.m.

Dated the Day of 2010

.....CHAIRMAN