

MINUTES
OF THE MEETING OF
HYTHE TOWN COUNCIL'S
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON THURSDAY 30TH JUNE 2011

Present: Councillor J Schoner (In the Chair)

Councillors Mrs K Belcourt, A Ewart-James, J Griffiths, S Hayward,
M Lyons, A Mayne, Mrs A Mayne, D Owen, P Peacock,
Mrs W Peacock, A Smith and R Watson

Also Present: The Town Clerk

89/11 APOLOGIES FOR ABSENCE

There were none.

90/11 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 2ND JUNE 2011

It was

PROPOSED BY: Councillor S Hayward
SECONDED BY: Councillor M Lyons and

RESOLVED – That the Minutes of the Meeting held on the 2nd June 2011, having been circulated, be confirmed as a correct record of the meeting and signed by the Chairman.

91/11 DECLARATION OF INTERESTS

There were none declared.

92/11 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN ACCORDANCE WITH STANDING ORDER NO. 70

There was no adjournment.

93/11 APPROVAL OF PAYMENTS MADE ON COUNCIL'S BEHALF FOR THE PERIOD TO 31ST MAY 2011

It was

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

RESOLVED – That the payments for the period to 31st May 2011, covering cheque numbers 012322 – 012365 be authorised, as appended to these Minutes.

94/11 APPROVAL OF BUDGET STATEMENT TO 31ST MAY 2011

It was

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

RESOLVED – That the Budget Statement to 31st May 2011 be approved.

95/11 APPROVAL OF BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 31ST MAY 2011

It was

PROPOSED BY: Councillor D Owen
SECONDED BY: Councillor Mrs W Peacock and

RESOLVED – That the Balance Sheet and Income & Expenditure Account to 31st May 2011 be approved.

96/11 REPORT OF RECEIPTS TO 31ST MAY 2011

It was

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

RESOLVED - That the Receipts for the period to 31st May 2011 be accepted.

97/11 TRANSFERS

It was

PROPOSED BY: Councillor Mrs W Peacock
SECONDED BY: Councillor M Lyons and

RESOLVED – That:

- (i) The transfer of allotment land rent to the Eaton Lands Trust (currently at the level of £908.00) be approved – Resolved Min Nos 311/10 and 347/10 refer.
- (ii) The transfer of enhanced allotment rent to the Allotment R/R fund amounting to £1,808.66 be approved – Resolved Min Nos 311/10 and 347/10 refer.

98/11 YOUTH FUND – RESOLVED MIN NO 51/11 REFERS

Members discussed the Youth Fund's current monetary level.

It was

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

RECOMMENDED – That:

- 1 The Youth Fund account be closed.
- 2 The balance of £13.00 be vired to the Skatepark R/R Fund.

Councillor Mrs W Peacock recorded her vote against the above recommendation.

99/11 MINUTES OF THE SPORTS PAVILION USER STEERING GROUP MEETING HELD ON THE 8TH JUNE 2011

It was

PROPOSED BY: Councillor Mrs K Belcourt
SECONDED BY: Councillor S Hayward and

RECOMMENDED – That the Minutes of the Sports Pavilion User Steering Group Meeting held on the 8th June 2011 be received and the recommendations contained therein be endorsed.

100/11 MINUTES OF THE S106 WORKING GROUP MEETING HELD ON THE 9TH JUNE 2011

It was

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

RECOMMENDED – That the Minutes of the S106 Working Group Meeting held on the 9th June 2011 be received and the recommendations contained therein be endorsed.

The following Councillor ascribed areas of responsibility were noted as follows:

Councillor M Lyons – Ladder Signs.
 Councillor D Owen – Seed Funding.
 Councillor R Belcourt – Christmas Lighting.

101/11 PURCHASE OF OFFICE EQUIPMENT – RESOLVED MIN NO 59/11 REFERS

Members discussed the prices of a replacement computer for the Plans & Works Clerk and a new Postage Machine.

(i) Computer

Members discussed the 2 options tabled by the Chairman. Option 1 - £1,476.29 and Option 2 - £702.15 + VAT.

It was

PROPOSED BY: Councillor S Hayward
SECONDED BY: Councillor Mrs W Peacock and

RECOMMENDED – That Option 2 for the purchase of one computer, one monitor and one software package be approved.

(ii) Postage Options

Members discussed the options in respect of postage which included the use of a franking machine, smart stamp, online postage and stamps.

It was

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

RECOMMENDED – That:

- 1 A franking machine be purchased outright.
- 2 The cost of £1,020 plus £30.00 service provisions to be paid for from contingency.
- 3 The Plans & Works Clerk be thanked for the completion of this exercise.

102/11 HYTHE TOWN HALL

Members discussed the previously circulated email from Councillor R Watson and the responses from the Town Clerk.

It was

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

RECOMMENDED – That:

- 1 An appropriate “No Smoking” sign be placed in the Notice Board at the Town Hall.
- 2 An email be sent to Councillor R Love requesting his assurance that his cleaning department speak to its operatives so as to ensure that the Undercroft and its environs are cleansed on a regular basis.

103/11 INSTALLATION OF BOLLARDS AT HYTHE SKATEPARK – RESOLVED MIN NO 480/10 REFERS

Members discussed the proposed installation of bollards on the land north of the Hythe Skatepark. This proposal was deemed to be unacceptable in the terms of the territorial availability to achieve the required purpose and in terms of Health & Safety.

It was

PROPOSED BY: Councillor A Ewart-James
SECONDED BY: Councillor D Owen and

RECOMMENDED – That a meeting be held between Hythe Town Council, the Hythe Cricket Club and Hythe Tennis Club to explain the alternative proposals for the installation of fencing and a gate at the entrance to the cricket/Skatepark area.

104/11 FENCING, TWISS ROAD ALLOTMENTS - RESOLVED MIN NO 412/10 REFERS

Members discussed the received quotations for the above work as follows:

Quote 1	£3,822.20 exc VAT
Quote 2	£2,390.00 exc VAT
Quote 3	£2,290.00 inc VAT

It was

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

RECOMMENDED – That:

- 1 The lowest quote of £2,290.00 including VAT be approved.
- 2 The funds for this work to be vired from the Allotments R/R Fund.
- 3 The Plans & Works Committee to determine the positioning of the x 3 gates.

