

MINUTES
OF THE MEETING OF
HYTHE TOWN COUNCIL'S
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON THURSDAY 3RD JULY 2008

Present: Councillor J A Schoner (In the Chair)

Councillors Mrs K T Belcourt, R H Carroll, A J Ewart-James,
Mrs Z Harris, S W Hayward, A Mayne, Mrs A Mayne, D
Owen, A Smith and R Watson

Also Present: The Town Clerk

Apologies: None

**88/08 MINUTES OF THE FINANCE AND GENERAL PURPOSES
COMMITTEE MEETING HELD ON 5TH JUNE 2008**

It was

PROPOSED BY: Councillor R H Carroll
SECONDED BY: Councillor S W Hayward and

RESOLVED – That the Minutes of the meeting held on the 5th June 2008, having been circulated, be confirmed as a correct record and signed by the Chairman.

89/08 DECLARATION OF INTERESTS

Councillor A J Ewart-James declared a personal interest in Min No 99/08 – Cinque Ports Promotional Package – Chairman of the Cinque Ports Confederation and its Working Group on this item.

**90/08 ADJOURNMENT OF MEETING FOR PUBLIC INCLUSION IN
ACCORDANCE WITH STANDING ORDER NO. 70**

It was

PROPOSED BY: Councillor A J Ewart-James
SECONDED BY: Councillor Mrs A Mayne and

RESOLVED – That the meeting stand adjourned.

Mr A Metherell addressed the Meeting. *

Please see attachment for public comments which are attached but do not constitute part of the Minutes.

It was then

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

RESOLVED – That the Meeting be reconvened.

91/08 APPROVAL OF PAYMENTS FOR THE PERIOD TO 24TH JUNE 2008

It was

PROPOSED BY: Councillor R H Carroll
SECONDED BY: Councillor D Owen and

RESOLVED – That the payments for the period to 24th June 2008, covering cheque numbers 010962 – 010992 be authorised, as appended to these Minutes.

92/08 APPROVAL OF BUDGET STATEMENT TO 24TH JUNE 2008

It was

PROPOSED BY: Councillor R H Carroll
SECONDED BY: Councillor R Watson and

RESOLVED – That the Budget Statement to 24th June 2008 be approved.

93/08 APPROVAL OF BALANCE SHEET & INCOME & EXPENDITURE ACCOUNT TO 24TH JUNE 2008

It was

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

RESOLVED – That the Balance Sheet and Income & Expenditure Account to 24th June 2008 be approved.

94/08 REPORT OF RECEIPTS TO 24TH JUNE 2008

It was

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

RESOLVED - That the Receipts for the period to 24th June 2008 be accepted.

Councillor Mrs Z Harris entered the Chamber.

95/08 TO AUTHORISE THE TRANSFER OF FUNDS

It was

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

RESOLVED – That:

- (i) The transfer of £330 from Revenue to Eaton Lands Capital in respect of rent for allotment areas be approved.
- (ii) The Transfer of £9,300 of Big Lottery Funds to the Eaton Lands Capital Reserve upon its receipt at the beginning of July be approved.
- (iii) The transfer of received enhanced fees to a new Allotment Capital Fund of c£1,600 be approved.

96/08 MINUTES OF THE SPORTS PAVILION SUB-COMMITTEE MEETING HELD ON THE 25TH JUNE 2008

It was

PROPOSED BY: Councillor R H Carroll
SECONDED BY: Councillor R Watson and

RECOMMENDED – That the Minutes of the Sports Sub-Committee Meeting held on the 25th June 2008 be approved and the decisions taken therein be endorsed.

97/08 KENT TREE WARDEN SCHEME - HYTHE

Members discussed the previously circulated request from BTCV in respect of funding for Hythe's Tree Wardens.

It was

PROPOSED BY: Councillor S W Hayward
SECONDED BY: Councillor R H Carroll and

RECOMMENDED – That a donation of £100 be made to BTCV in respect of Hythe's Tree Wardens.

98/08 PENSION POLICY APPROVAL

Members considered the previously circulated KCC amendments to the Pension Scheme. The Chairman announced that the Town Clerk was to attend a training seminar on the amendments to the Scheme.

It was

PROPOSED BY: Councillor A J Ewart-James
SECONDED BY: Councillor R H Carroll and

RECOMMENDED – That the KCC amendments to the Pension Scheme be endorsed.

99/08 CINQUE PORTS PROMOTIONAL PACKAGE

Members considered the previously circulated request from the Cinque Ports Confederation for a financial contribution from Hythe Town Council to assist with the production of the Cinque Ports Promotional Package.

It was

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

RECOMMENDED – That:

1. A donation of £300 derived from Miscellaneous Establishment Costs be made to the Cinque Ports Confederation to assist with the Cinque Ports Promotional Package.
2. The Mayor to request the Confederation’s Promotion Working Group to approach all District Councils for a financial contribution.

100/08 TENNIS HUT REPLACEMENT

Members discussed the design and planning details of a tennis hut replacement. Details had been made available in the Office for Members’ perusal.

It was

PROPOSED BY: Councillor R H Carroll
SECONDED BY: Councillor D Owen and

RESOLVED – That a shed 8’ x 6’ be ordered to replace the existing tennis hut and a planning application be submitted accordingly.

101/08 REDUNDANT SEATS, NORTHERN CANAL BANK

Members considered the refurbishment of proposed redundant seats (x5) and the placement thereof. These seats were being offered “gratis” by Shepway District Council and were to be replaced by modern replacements.

It was

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

RECOMMENDED – That the redundant seats (x5) sited on the northern canal bank be taken over by Hythe Town Council and be refurbished and relocated to other sites.

102/08 TENDERS – HYTHE LIBRARY & SANFORD HOUSE – EXTERNAL RE-DECORATION AND ASSOCIATED WORKS

The Town Clerk informed Members that four tender documents had been dispatched and two had been returned. The Chairman reported on received Tenders as follows and gave details from the Contract Administrator’s report on the received prices:

(i) <u>Hythe Library</u>	(ii) <u>Sanford House</u>
Tender 1 £11,665.00	Tender 1 £8,554.00
Tender 2 £11,575.00	Tender 2 £7,862.00

It was

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

RESOLVED – That Tender 2 be accepted in respect of both properties.

Councillors J A Schoner and R H Carroll recorded their abstentions to

the above vote (as tender openers).

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103/08 BOWLING FENCE

The Town Clerk reported on the possible replacement of the bowling area's northern fence.

It was

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

RECOMMENDED – That the bowling area's northern fence be repaired by means of metal posts being put in place to reinforce the fence.

104/08 PLAY AREA, THE GREEN – REPORTED INCIDENT

The Town Clerk reported on this matter and that a letter of complaint had been received in regard to the entrance gate to the play area. Members had been previously circulated with an email from the Town Clerk and the response from the Shepway District Council Play Area Inspector and further details had been made available in the Office for Members' perusal. The installation contractor had advised that both gates and fencing had been correctly installed in line with ROSPA guidelines. The Town Clerk further reported that ROSPA inspections were undertaken annually with no issues having been raised since the gates and fencing had been installed over six years ago.

It was

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

RECOMMENDED – That the complainant be advised that, as the gates had been inspected by Shepway District Council and nothing had been found, awry, no further action was necessary.

105/08 HYPHE TOWN HALL, DRY ROT WORKS

The Town Clerk reported on a disputed invoice in respect of the above. Members had been previously circulated with related correspondence.

It was

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

RECOMMENDED – That the reduced outstanding invoice be paid in the sum of £595.00.

106/08 MINUTES OF THE PERSONNEL SUB-COMMITTEE MEETING HELD ON THE 27TH JUNE 2008

It was

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

RECOMMENDED – That the Minutes of the Personnel Sub-Committee Meeting held on the 27th June 2008 be received and the decisions taken therein be endorsed.

Councillors J A Schoner, A Smith and Mrs A Mayne recorded their

Mr A Metherell

Mr Metherell posed two questions to the Meeting:

1. Was a replacement pavilion contingent upon Hythe Town Council winning the Village Green Application?
2. Had the land been registered, would Hythe Town Council have abandoned plans for any type of replacement pavilion? If so, at what time was this action agreed by the Council?

The Chairman gave a verbal response to both questions.