

Minutes of a Meeting of the Sandwich Town Council Advisory Committee, held on Thursday 23 May 2013, in the Main Hall, Guildhall, Sandwich at 1pm.

Present: Councillors: The Mayor (in the Chair)
P Graeme
S G Leith
Mrs P Russell
J O Sneller

Officer Present: Mrs A Brooks

1.5.13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Carter, due to work commitments, Councillor Daw, who was on holiday, and Councillor Scott.

2.5.13 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS.

There were no declarations of Disclosable Pecuniary Interests or Other Significant Interests.

3.5.13 FREQUENCY OF COMMITTEE MEETINGS AND QUORUM REQUIREMENTS

Members considered Quarterly Meetings of the Finance and Tourism Committees, as per the draft calendar attached to the Agenda, and amending the Committees' Terms of Reference accordingly.

RECOMMENDATION:

(i) That Meetings of the Finance and Tourism Committees take place on a quarterly basis, at 6 pm, with an Officer presiding, commencing with the following dates:-

- **Finance Committee to meet on 15 July 2013, 7 October 2013, 6 January 2014 and 7 April 2014.**
- **Tourism Committee to meet on 14 August 2013, 13 November 2013 and 12 February 2014.**

(ii) That the Terms of Reference of the Finance and Tourism Committees be amended to reflect the change to Quarterly Meetings.

The meeting closed at 1.20 pm.

Signed: _____ Date: _____