

Minutes of a Meeting of the Sandwich Town Council Finance Committee, held on Monday 7th April 2014, in the Mayor's Parlour, Guildhall, Sandwich at 6pm.

Present: Councillors: The Mayor (in the Chair)

**H J Bragg
P Graeme
MB Trussler
JJ Watts**

Officers: Miss L Fidler

01.04.13 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Mrs Dunay, Sneller and Wood who were on holiday.

02.04.14 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS.

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

03.04.14 CONFIDENTIAL ITEMS

It was agreed that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the item 03.04.14 (i) on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of the Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against this item.

(i) STAFFING SALARIES

Members considered a report from Miss L Fidler regarding office pay scales.

RECOMMENDATION: Following a Dover Job Evaluation Questionnaire undertaken by DDC the following office staff to have their pay grades adjusted as such:

- Assistant Town Clerk/Mayor's Secretary

NALC/SLCC Grade for job 23-27 points, to start at Point 23 (£20,400).

- Finance Officer/Admin Assistant

NALC/SLCC Grade for job 18-22 points, to start at Point 18 (£17,333).

The additional funding required to come from the Staffing Contingency Budget.

04.04.14 GRANTS 2014/15

Members consider the following information: :

(i) A report from Miss T Weir regarding Guidelines for Awarding Grants.

RECOMMENDATION: That the attached guidelines be approved.

(ii) An email from Miss T Weir to Tom Rowland of Trains4Deal and a response regarding the agreed grant of £500.

RECOMMENDATION: That £500 already allocated for the Trains4Deal fund still be awarded.

(iii) Request from Sandwich Lawn Tennis Club for a grant of £200.

RECOMMENDATION: That a grant of £150 be awarded to Sandwich Lawn Tennis Club.

(iv) Request from the Girlguiding Sandwich Division for a grant of £750.

This request for a grant is currently withdrawn and no longer needs to be considered.

(v) Request from The Becker Ensemble for a grant of £1,500.

RECOMMENDATION: That a grant of £250 be awarded to The Becker Ensemble.

05.04.14 DATE OF NEXT MEETING

The next meeting of Sandwich Town Council Finance Committee will be held on Monday 7th July 2014, at 6pm in the Mayor's Parlour.

Signed: _____ Date: _____

DRAFT