

**Minutes of a meeting of the Sandwich Town Council Advisory Committee held on Thursday 5<sup>th</sup> July 2018, in the Mayors Parlour, Guildhall, Sandwich, at 4pm.**

**Present:** The Mayor, Cllr Liote (in the chair)  
HJ Bragg  
JE Franklin  
JEM Gisbey  
PG Graeme  
MJ Holloway  
JO Sneller  
JJ Watts

**Officer:** Amandajayne Hollobon-Baxter

- 01.07.18 APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr Gisbey.
- 02.07.18 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**  
No declarations of disclosable pecuniary interests or other significant interests were made.
- 03.07.18 FISHERGATE**  
Lengthy conversations ensued regarding the possibilities for this asset, which were agreed were very limited.  
**RESOLUTION: Cllr Graeme proposed that Cllr Sneller checks the progress made of the schedule of works. Mayor to sound out Port and Haven Commissioners interest in more office space and Cllr Graeme talks with Mr Hill and Mr Brooks with resolution for all three points to referred back to full Council. Seconded by Cllr Sneller. All agreed.**
- 04.07.18 SANDWICH MEDIEVAL TRUST**  
The above trust had made presentations across the town which include Councillors. Cllr Watts requested a copy of the brief which Cllr O'Donoghue offered to supply. Cllr Holloway advised that DDC have always been looking for whoever occupies this building to repay capital outlay to DDC at some point. Freehold to remain the ownership of DDC. Cllr Franklin supported the project but did not feel STC should support financially. Cllr Bragg was not happy with the setup of the constitution of the charity. Cllr Holloway advised that tendering was probably not required as no one else had voiced an interest. Cllr Holloway further advised that Steve Laslett had requested a letter of support from DDC which the Leader was happy to offer.  
**RESOLUTION: Cllr Bragg proposed that this was a terrific idea which Sandwich wants and STC should offer their moral support but is unable to offer financial commitment. Seconded by Cllr Graeme.**
- 05.07.18 CONFIDENTIAL ITEM**  
**(i)** It is recommended 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 following item of business on the grounds that it involves the

likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

**RESOLUTION: Proposed by Cllr Graeme, seconded by Cllr Sneller. Agreed.**

**(ii) HR COUNCILLOR**

To consider and recommend appointment of HR Councillor Cllr Graeme asked by skills audit was not being considered. The Mayor felt the skills audit didn't amount to much or prove anything. All agreed it was a key role which STC required. Cllr Holloway proposed that O'Donoghue be appointed as the HR Councillor in view of her considerable management, communications, and people's skills and experience through her front line multi-agency peace keeping role in the Balkans. Holloway also underlined the importance of the Cllr fulfilling this role being able to work with the Mayor of the day.

**RESOLUTION: Cllr Holloway proposed Cllr O'Donoghue as HR Councillor and Cllr Franklin seconded.**

**(iii) HR/PROJECT MANAGER**

To receive job description clarification and further information regarding the review from Dakota Blue and recommendations contained therein.

**RESOLUTION: Cllr Graeme proposed approval of the HR/Project Manager job description. Cllr Sneller seconded. It was unanimously agreed.**

**06.07.18**

**DATE AND TIME OF NEXT MEETING**

To be arranged as required.