

Minutes of a Meeting of the Trustees of Sandwich Toll Bridge Fund, held on Monday 2nd September 2013, in the Council Chamber, Guildhall, Sandwich.

Present: Councillors: The Mayor (in the Chair)

**HJ Bragg
PI Carter
RA Daw
Mrs JL Dunay
P Graeme
SG Leith
Mrs S Laslett
Mrs V Lioté
MW Moorhouse
Mrs P Russell
JP Scollard
BA Scott
JO Sneller
MB Trussler**

Officer: Miss L Fidler

11.9.13 APOLOGIES

Apologies were received and accepted from Councillor Watts due to being away.

12.9.13 DECLARATIONS OF INTEREST

Councillor Graeme and Councillor Trussler declared a private interest in matters relating to Sandwich Masonic Hall Benevolent Trust (Item 17.9.13 (i)).

13.9.13 MINUTES

The Minutes of the Meeting of the Trustees, held on 19th August 2013, were received, approved and signed.

14.9.13 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

15.9.13 PAYMENT SCHEDULES

The Payment Schedule for Sandwich Toll Bridge Fund, totalling £9,062.50, was received, approved and signed.

The Payment Schedule for the Museum & Archives, totalling £36.36, was received, approved and signed.

16.9.13 ASSET MANAGEMENT

Members received and considered the following items of correspondence:

(i) Income Account Statement for the period to 15th August 2013.

RESOLVED: That the information be noted.

(ii) Letter of 13 August 2013 re. Sale of Aquila stock

RESOLVED: That the information be noted.

17.9.13

CORRESPONDENCE

Members received and considered the following items of correspondence:

(i) Letter from S.A.T. Mills of the Sandwich Masonic Hall Benevolent Trust regarding placement of an information trailer on the Guildhall forecourt.

RESOLUTION: To grant the request.

(ii) Letter from Louise Drysdale of Carers' Support regarding placement of an advertising banner on the Guildhall balcony.

RESOLUTION: To grant the request.

18.9.13

CONFIDENTIAL ITEM

Members considered the following item:

CHANGES TO OFFICE STAFFING STRUCTURE & RESULTING RECRUITMENT

A report, from miss L Fidler, regarding the future of the office staff was considered.

RESOLUTION: The internal promotion of Miss L Fidler and Miss T Weir was agreed. An advertisement will be placed in two editions of the East Kent Mercury and Thanet Extra for a Finance Officer/Admin Assistant with a closing date for applications of two weeks after the first advert. The selection and interview panel will consist of the Mayor, Deputy Mayor, Cllr Trussler and the Town Clerk. The continued use of an agency temp was approved until this vacancy can be filled.

19.8.13

DATE AND TIME OF NEXT MEETING

Monday 16th September 2013, following the meeting of the Town Council, in the Council Chamber.

Signed: _____ Date: _____