

Minutes of a Meeting of the Trustees of Sandwich Toll Bridge Fund, held on Monday 21 October 2013, in the Council Chamber, Guildhall, Sandwich.

Present: Trustees: **The Mayor (in the Chair)**
HJ Bragg
PI Carter
RA Daw
Mrs JL Dunay
P Graeme
Mrs S Laslett
Mrs V Lioté
Mrs P Russell
JP Scollard
JO Sneller
MB Trussler

Officer: **Miss L Fidler**

18.10.13 APOLOGIES

Apologies were received and accepted from Councillors Moorhouse, Scott and Watts.

19.10.13 DECLARATIONS OF INTEREST

Cllr Scollard declared an interest in the Museum Payment Schedule, item 24.10.13, because he is the recipient of a cheque for expenses.

20.10.13 MINUTES

The Minutes of the Meeting of the Trustees, held on 7th October 2013, were received, approved and signed.

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

There were no matters arising.

22.10.13 FINANCE COMMITTEE

The Minutes of the Meeting of the Finance Committee, held on 7th October 2013, were received approved and signed.

RESOLUTION: That the following recommendations be approved:

- **That one of the offices used by the Citizens Advice Bureau will be considered for use by Kent Police.**
- **That quotes be obtained to carry out the following, possibly as projects in 2014/15:**
 - **Updates to the Lightning Conductor System;**
 - **Sand back and varnish Main Hall & Jury Room;**
 - **New office computers (budget £1500 to be split 50/50 with Sandwich Town Council);**
 - **Refurbishment of the exterior of the North elevation including repair to louvered panel;**
 - **Re-setting of Guildhall Forecourt;**
 - **Electrical rewiring of original Guildhall;**
 - **Porch repairs for St. Peters Day & Social Hall.**

- That Sandwich Toll Bridge Fund purchases a D-Cinema System for the Empire Cinema (see Item 29.10.13)

- That no grant be offered be offered to Euan Maybank & Rachel Smith for the restoration of the sailing barge Tollesbury.

23.10.13 PAYMENT SCHEDULE

The Payment Schedule for Sandwich Toll Bridge Fund, totalling £17,781.76, was received, approved and signed.

24.10.13 MUSEUM & ARCHIVES PAYMENT SCHEDULE

The Payment Schedule for the Guildhall Museum & Archives, totalling £91.80, was received, approved and signed.

25.10.13 FINANCE

Members received the Statement of Accounts for the period ending 30th September 2013.

RESOLUTION: That this information be noted.

26.10.13 THE FISHERGATE

Members received information from GW Finn & Sons and Duncan Graham Partnership regarding the renovation and letting options for the Fishergate.

RESOLUTION: The Clerk will contact English Heritage and the Landmark Trust to further progress the proposal for the Fishergate to be turned into a residential property.

27.10.13 CORRESPONDENCE

Members received the following correspondence:

(i) Email dated 3rd October 2013 from CASE Kent regarding a “Trustees’ Conference” on 7th November 2013, and consider whether any Trustees wish to attend.

RESOLUTION: Cllr Mrs Laslett will attend this conference.

(ii) Letter dated 10th October 2013 from Whitfield & Aspen Staff, Parents and Friends Association (WASPFA) regarding a proposed Celebration Garden.

RESOLUTION: That this information be noted.

(iii) Email from Cllr Paul Carter, dated 14th October 2013, regarding use of Guildhall rooms for a memorial reception for the late Mr Keith Wells.

NOTE: Cllr Carter had informed the Chairman that this matter no longer needed to be considered, it was removed from the agenda.

28.10.13 ASSET MANAGEMENT

Members received the following correspondence from Quilter Cheviot:

(i) Correspondence (4th and 11th October 2013) regarding the recent privatisation of Royal Mail.

RESOLUTION: That this information be noted.

29.10.13 CONFIDENTIAL ITEM

EMPIRE CINEMA

Information from Bell Theatre Services was received regarding a D-Cinema System for the Empire Cinema.

RESOLUTION: That the quotation of £35,263.00 (excl. VAT) from Bell Theatre Services be accepted for new projection and sound equipment at the Empire Cinema. The tenant must cover the cost of insurance, repairs (parts and labour) and an annual service of the equipment in order to protect the investment.

30.10.13

DATE AND TIME OF NEXT MEETING

Monday 4th November 2013, following the meeting of the Town Council, in the Council Chamber.

Signed: _____ **Date:** _____

DRAFT