

Minutes of a Meeting of the Trustees of Sandwich Toll Bridge Fund, held on Monday 16th December 2013, in the Council Chamber, Guildhall, Sandwich.

Present: **Trustees:** **The Mayor (in the Chair)**
 HJ Bragg
 PI Carter
 JL Dunay
 Mrs S Laslett
 Mrs V Lioté
 MW Moorhouse
 Mrs P Russell
 JP Scollard
 BA Scott
 JO Sneller
 MB Trussler
 JJ Watts
 DMA Wood

Officer: **Miss L Fidler**

17.12.13 APOLOGIES

Apologies were received and accepted from Cllr Daw and Cllr Graeme.

18.12.13 DECLARATIONS OF INTEREST

There were no declarations of interest.

19.12.13 MINUTES

The Minutes of the Meeting of the Trustees, held on 2nd December 2013, were received, approved and signed.

**20.12.13 MATTERS ARISING FROM THE MINUTES NOT COVERED
ELSEWHERE ON THE AGENDA**

There were no matters arising from the previous meeting that were not covered elsewhere on the agenda.

21.12.13 MUSEUM/ARCHIVE COMMITTEE

The Minutes of the Meeting of the Museum/Archive Committee, held on 2nd December 2013, were received approved and signed.

RESOLUTION: That the following recommendations be approved:

- Cllr Scollard will prepare the paperwork for a Heritage Lottery Fund grant that will be approved by the Trustees before submission.**
- The cost of a Roll of Honour Book / sellable publication will be researched.**
- The Terms of Reference for the Working Group, a copy of which is attached to the official minutes.**

22.12.13 PAYMENT SCHEDULE

The Payment Schedule for Sandwich Toll Bridge Fund, totalling £51,579.79, was received, approved and signed.

23.12.13 MUSEUM & ARCHIVES PAYMENT SCHEDULE

The Payment Schedule for the Guildhall Museum & Archives, totalling £69.93, was received, approved and signed.

24.12.13 ASSET MANAGEMENT

The following information was received from Quilter Cheviot:

(i) Letter of 2nd December and accompanying Contract Notes for the purchase of shares in Compass Group PLC, Melrose Industries Plc and Rolls Royce Holdings.

RESOLUTION: That this information be noted.

25.12.13 GUILDHALL

Members considered the need for a wiring diagram to be produced for the Guildhall to help inform future electrical work.

RESOLUTION: That a quote of £500 from P J Smith be accepted to produce an electrical schematic of the Guildhall.

26.12.13 COMMITTEE MEMBERSHIP

The Mayor invited Cllr Wood to be a member of the Committees vacated by his predecessor.

RESOLUTION: Cllr Wood accepted membership on the Advisory Committee, Hall Committee and Finance Committee.

27.12.13 DATE AND TIME OF NEXT MEETING

Monday 6th January 2013, following the meeting of the Town Council, in the Council Chamber.

Signed: _____ **Date:** _____