

**Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 18<sup>th</sup> August 2014 in the Council Chamber, Guildhall, Sandwich**

**Present: Councillors: The Deputy Mayor, Mrs M Russell (in the chair)**

**HJ Bragg  
BW Butcher  
PI Carter  
Mrs S Laslett  
Mrs V Lioté  
MW Moorhouse  
BA Scott  
JO Sneller  
MB Trussler  
JJ Watts  
DMA Wood**

**Officers: Miss L Fidler & Miss T Weir**

**06.08.14 APOLOGIES**

Apologies were received and accepted from the Mayor, who was on holiday; from Cllr Daw, who was on holiday; from Cllr Mrs Dunay, who was on holiday, and from Cllr Scollard, who had another engagement.

**07.08.14 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**08.08.14 MINUTES**

(i) Councillors received and considered the Minutes of the Meeting of the Trustee, held on 28<sup>th</sup> July 2014.

**RESOLUTION: To approve these Minutes.**

(ii) Councillors received and considered the Minutes of the Meeting of the Trustee, held on 4<sup>th</sup> August 2014.

**RESOLUTION: To approve these Minutes.**

**09.08.14 PAYMENT SCHEDULES**

(i) The Sandwich Toll Bridge Fund Payment Schedule, totalling £2708.22, was received, approved and signed.

(i) The Museum & Archives Payment Schedule, totalling £671.98, was received, approved and signed.

**10.08.14 FINANCE**

Councillors received and considered the following financial information:

(i) Sandwich Toll Bridge Fund - statement of accounts as at 30<sup>th</sup> June 2014.

**RESOLUTION: That these accounts be noted.**

(ii) Sandwich Guildhall Museum: General Account - income & expenditure account for the period 1<sup>st</sup> April 2014 to 30<sup>th</sup> June 2014.

**RESOLUTION: That these accounts be noted.**

**11.08.14 GUILDHALL REPAIRS & MAINTENANCE**

(i) Councillors received a proposal from Cllrs Sneller and Trussler that the Guildhall Forecourt be laid with tarmac.

**RESOLUTION: That this matter be deferred for consideration to the meeting of the Trustee on 15<sup>th</sup> September.**

(ii) Councillors considered the proposals of CPS Heating & Plumbing Contractors and Grummants regarding the central heating system in the Guildhall. Councillors expressed concern at the discrepancies between the two sets of proposals and that

faults reported now had not been picked up by Grummants during their previous work at the Guildhall.

**RESOLUTION: That the Town Council should contact Grummants through the Council's solicitor expressing a view that Grummants should fix the identified faults at their own expense.**

**12.08.14 GUILDHALL PROMOTION**

(i) Councillors considered an email from Estrella Events, dated 21<sup>st</sup> July 2014, regarding a proposal to hold a wedding fayre at the Guildhall.

**RESOLUTION: That the Town Clerk's office should request references from Estrella Events for fayres held at other venues, and that Estrella Events should be charged the standard fee to hold the fayre at the Guildhall.**

(ii) Councillors considered a letter dated 10<sup>th</sup> July and proposal from Open Sandwich Design for development of the Guildhall weddings website.

**RESOLUTION: That Open Sandwich Design's proposal be accepted on the basis that the proposed work should be completed within eight weeks.**

**13.08.14 FISHERGATE**

Councillors received a report from Miss Laura Fidler, Clerk to the Trustee, and considered the continued vacancy of the Fishergate.

**RESOLUTION: That the Sandwich Historical Boatyard Trust be asked if it would be willing to pay the same rent as was charged to the previous tenants of the Fishergate and that a deadline of 1<sup>st</sup> January 2015 should be set to keep the Fishergate available, without charge, for the Trust's eventual use.**

**14.08.14 ASSET MANAGEMENT**

Councillors received a letter dated 24<sup>th</sup> July 2014 from Quilter Cheviot regarding the Fund's shares in Kentz Corporation.

**RESOLUTION: That this information be noted.**

**15.08.14 DATE AND TIME OF NEXT MEETING**

Extraordinary meeting: Thursday 21<sup>st</sup> August, 6pm, to consider and make resolution(s) as required on the Guildhall Museum Forward Plan.

Ordinary meeting: Monday 15<sup>th</sup> September 2014, following the meeting of the Town Council, in the Council Chamber.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_