

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 28th September 2015 in the Council Chamber, Guildhall, Sandwich

Present: **Councillors:** **The Mayor, Cllr Graeme (in the chair)**

HJ Bragg
PI Carter
RA Daw
Mrs JL Dunay
JE Franklin
MJ Holloway
Mrs VA Lioté
Ms O'Donoghue
CL Trim
MB Trussler
DMA Wood

Officer: **Miss L Fidler**

06.09.15 APOLOGIES

Apologies were received and accepted from Cllr Miller, who had a personal commitment; Cllr Watts who was unwell; Cllr Moorhouse who was unwell, and Cllr Gisbey who had not yet arrived from attending a meeting at Dover District Council regarding Operation Stack, on behalf of the Town Council.

07.09.15 DECLARATIONS OF INTEREST

There were no declarations of interest.

08.09.15 MINUTES

The Minutes of the Meeting of the Trustee held on 24th August 2015 were received, approved and signed.

09.09.15 FINANCE COMMITTEE

The Minutes of the Finance Committee Meeting, held on 21st September 2015, were received, approved and signed.

RESOLUTION: That the following recommendations be approved:

(i) That an interest-free loan for £10,000 repayable over 10 years, should be granted to the Tennis Club for this purpose [i.e. towards the cost of the Clubhouse, primarily the roof].

(ii) That Sandwich Toll Bridge Fund are not able to grant a lease to the Market Place Surgery at this stage, however we suggest that they approach Dover District Council, who own the other half of the car park, who may take a different view.

10.09.15 PAYMENT SCHEDULES

(i) The Sandwich Toll Bridge Fund Payment Schedule, totalling £16,997.50 was received, approved and signed.

(ii) The Museum & Archives Payment Schedule, totalling £298.01, was received, approved and signed.

11.09.15 FINANCE

(i) The Sandwich Toll Bridge Fund Statement of Accounts as at 31st August 2015 was received.

RESOLUTION: That this information be noted.

(ii) The Sandwich Guildhall Museum Statement of Accounts as at 31st August 2015 was received.

RESOLUTION: That this information be noted.

12.09.15 MUSEUM & ARCHIVES

The Trustee received and considered a proposal from Linda Elliott, Sandwich Guildhall Archive Assistant.

RESOLUTION: That the Archivists be permitted to investigate Sandwich's holdings currently stored at the Kent History & Library Centre in Maidstone, and the cost of storage facilities, paying particular attention to the Sandwich Custumal.

13.09.15 MAGNA CARTA REDISCOVERED

The Trustee received a verbal update from the Clerk to Sandwich Toll Bridge Fund regarding the progress of the *Magna Carta Rediscovered* exhibition.

RESOLUTION: That staff be thanked for their work relating to the exhibition.

14.09.15 ASSET MANAGEMENT

The Trustee received and considered the following information from Quilter Cheviot:

(i) Investment report for the month ending 31st July 2015 and covering letter dated 19th August 2015 (full investment report available in the Clerk's office).

RESOLUTION: That this information be noted.

(ii) UK Pound Sterling Income Account Statement, period to 15th August 2015.

RESOLUTION: That this information be noted.

(iii) Letter dated 27th August 2015 and contract notes regarding the purchase of holdings in Blackrock Fund Managers Ltd Continental European Income D Units Inc; Schroder Unit Trusts European Alpha Income Hgd Z Inc, and Pets At Home Group ord GBP0.01.

RESOLUTION: That this information be noted.

(iv) Letter dated 1st September 2015 regarding Capital and Income Statements and the Monthly Income Payment.

RESOLUTION: That this information be noted.

(v) Letter dated 15th September 2015 regarding GCP Student Living: 2014 Dividend Alterations.

RESOLUTION: That this information be noted.

(vi) UK Pound Sterling Income Account Statement, period to 15th September 2015.

RESOLUTION: That this information be noted.

(vii) Investment report for the month ending 31st August 2015 and covering letter dated 17th September 2015 (full investment report available in the Clerk's office).

RESOLUTION: That this information be noted.

15.09.15 CONFIDENTIAL ITEM

The Trustee received a report by the Clerk to Sandwich Toll Bridge Fund regarding the insurance of artefacts.

RESOLUTION: That the recommendations made in the report be approved.

16.09.15

DATE AND TIME OF NEXT MEETING

Monday 26th October 2015, following the Ordinary meeting of the Town Council, in the Council Chamber.

DRAFT