

Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 25th July 2016 in the Council Chamber, Guildhall, Sandwich

Present: Councillors: The Mayor, Cllr Graeme (in the chair)
HJ Bragg
RA Daw
JE Franklin
JEM Gisbey
MJ Holloway
Mrs VA Lioté
Ms L O'Donoghue
JO Sneller
CL Trim

Officer: Miss L Fidler

09.07.16 APOLOGIES

Apologies were received and accepted from Cllr Moorhouse, Cllr Watts and Cllr Wood due to being on holiday. And Cllr Carter and Cllr Mrs Dunay who had other private commitments.

10.07.16 DECLARATIONS OF INTEREST

There were no declarations of interest.

11.07.16 MINUTES

The Minutes of the Meeting of the Trustee held on 18th July 2016 were received, approved as accurate and signed. There were no matters resulting therefrom not covered elsewhere on the agenda.

11.07.16 MINUTES: MUSEUM/ARCHIVE COMMITTEE

The Minutes of the Museum/Archive Committee Meeting held on 18th July 2016 were received, approved as accurate and signed.

RESOLUTIONS: That the following recommendations of the Finance Committee be approved:

(i) That two climate control units for the Magna Carta and Charter of the Forest display cases are ordered now for delivery by mid-August and that these are funded by the Imhof monies.

(ii) That a small advert be placed in one national and one local paper asking for any claimants to the copyright of the Cinque Port/Dustcart film to come forward with details of their claim and that the Haven Café be informed that Sandwich Toll Bridge Fund owns the master copy of the film, claims copyright and requests that they stop all sales of the DVD and destroy all stock.

(iii) That the Museum footfall increase and projection of annual visitor numbers of 10,000 should be forwarded to Rummey Design consultants to be taken into account in their plans to address traffic issues in Sandwich.

(iv) That the Town Clerk liaise with Martin Leggatt and Barry Finch (DDC) so that the seat and rubbish bin currently blocking the clear view and walkway to the Museum door are relocated forward of their present position. Consideration should also be given to the installation of bollards to ensure that access cannot be blocked. A watching brief should be kept regarding blocking of the walkway: the Town Clerk should also contact Steve Laslett regarding the ice cream cart and should liaise with him and with Steve Kirkaldie regarding access during the Thursday and Saturday markets.

(v) That the Honorary Curator clarify whether postcards being sold in the Museum should cost 30p or 60p.

(vi) That an update report regarding proposed commemorative activities for the 800th anniversary of the Battle of Sandwich be brought to the next Committee meeting.

12.07.16 PAYMENT SCHEDULES

(i) The Sandwich Toll Bridge Fund Payment Schedule, totalling £16,869.01, was received, approved and signed.

(ii) The Museum & Archives Payment Schedule, totalling £181.99, was received, approved and signed.

13.07.16 FINANCE

(i) Members received the Sandwich Toll Bridge Fund statement of accounts as at 31st May 2016.

RESOLUTION: That this information be noted.

(ii) Members received the Museum accounts as at 31st May 2016.

Members received

RESOLUTION: That this information be noted.

(iii) Members received the Sandwich Toll Bridge Fund statement of accounts as at 30th June 2016.

RESOLUTION: That this information be noted.

(iv) Members received the Museum accounts as at 30th June 2016.

RESOLUTION: That this information be noted.

14.07.16 GUILDHALL FORECOURT

(i) Members received and considered a report by Miss L. Fidler, Clerk to the Trustee, regarding alcohol sale and consumption on the Guildhall Forecourt.

RESOLUTION: This matter will be deferred until the *Which was for Sandwich* consultation has concluded, which includes consideration of the Forecourt.

(ii) Members received and considered a report by Miss L. Fidler, Clerk to the Trustee, regarding the ambition to create a 'café culture' on the Guildhall Forecourt.

RESOLUTION: Cllr Holloway will work with Miss Fidler and DDC to reach an outcome on this matter.

15.07.16 ASSET MANAGEMENT

To receive and consider the following information from Quilter Cheviot:

(i) Letter dated 29th June 2016 regarding the outcome of the recent referendum on the UK's membership of the European Union.

RESOLUTION: That this information be noted.

(ii) Letter dated 5th July 2016 and contract note regarding the sale of a holding in Indivior Plc ord USD0.10.

RESOLUTION: That this information be noted.

(iii) Letter dated 12th July 2016 and monthly investment report for the period ending 30th June 2016 (full report available at the Clerk's office).

RESOLUTION: That this information be noted.

16.07.16 CONFIDENTIAL ITEM

Members considered three quotes for installation of electrical connections to supply events on the Guildhall Forecourt (at the Trustee meeting on 21st March 2016, the proposal to install such connections was considered and one of these quotes was received – it was resolved [minute point 07.03.16] “that the Trustee supports this proposal as necessary and that two further quotes should be sought”).

RESOLUTION: That the quote from Wymans Electrical Ltd be accepted.

17.07.16 DATE AND TIME OF NEXT MEETING

Monday 22nd August 2016, following the **Quarterly** meeting of the Town Council, in the Council Chamber.