



Sandwich Toll Bridge Fund

Wednesday 21st March 2018

Dear Councillor,

There will be a Meeting of the Council as Trustee of Sandwich Toll Bridge Fund in the Council Chamber at Guildhall at the conclusion of the Quarterly Meeting of Sandwich Town Council on **Monday 26th March 2018** at which your attendance is requested.

Business

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
(i) To approve the Minutes of the Meeting of the Trustee held on 26th February 2018 and to consider any matters arising from those minutes not covered elsewhere on this agenda.
Attach 1
- 4. FINANCE COMMITTEE**
(i) To approve the Minutes of the Finance Committee meeting of the Trustees held on 5th March 2018 and to consider any matters arising from those minutes not covered elsewhere on this agenda.
Attach 2
- 5. ADVISORY COMMITTEE**
(i) To approve the Minutes of the Advisory Committee meeting of the Trustees held on 19th March 2018 and to consider any matters arising from those minutes not covered elsewhere on this agenda.
Attach 3
- 6. PAYMENT SCHEDULES**
(i) To approve the Sandwich Toll Bridge Fund Payment Schedule.
Attach 4

(ii) To approve the Museum & Archives Payment Schedule.
Attach 5
- 7. FINANCE**
(i) To receive the Sandwich Toll Bridge Fund Statement of Accounts as at 28th February 2018.
Attach 6

(ii) To receive the Sandwich Guildhall Museum Statement of Accounts as at 28th February 2018.
Attach 7

8. **ASSET MANAGEMENT**
To receive and consider the following information from Quilter Cheviot:
- (i) Monthly investment report for the month ending 28th February 2018. **Attach 8**
9. **REDISPLAY IN THE MUSEUM**
To receive and consider report from Museum and Heritage Manager relating to changes to the display layout for the Auncel and approve fund request. **Attach 9**
10. **MUSEUM LEAFLETS**
To receive and consider report from Museum and Heritage Manager relating to ordering new museum leaflets and to approve fund request. **Attach 10**
11. **INSURANCE**
To receive a report from Acting Responsible Finance Office, Mrs Karen Palmer. **Attach 7 previously included with Council agenda**
12. **CONFIDENTIAL REPORT**
(i) To receive, consider and note HR report from Acting Town Clerk. **Enclosure 1 previously included with Council agenda**
13. **DATE AND TIME OF NEXT MEETING**
Monday 30th April 2018, following the Ordinary meeting of the Town Council, in the Council Chamber.



AMANDAJAYNE HOLLOBON-BAXTER
Acting Town Clerk
Sandwich Town Council and Sandwich Toll Bridge Fund