

**Minutes of a Meeting of Sandwich Town Council as Trustee of Sandwich Toll Bridge Fund, held on Monday 17<sup>th</sup> September 2018 in the Council Chamber, Guildhall, Sandwich**

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

**HJ Bragg  
PI Carter  
RA Daw  
JL Dunay  
JE Franklin  
D Friend  
JEM Gisbey  
PG Graeme  
MJ Holloway  
MW Moorhouse  
Ms L O'Donoghue  
JO Sneller  
JJ Watts  
DMA Wood**

**Officer: Miss L Fidler**

**01.09.18 APOLOGIES**

Apologies were received and accepted from Cllr Ms Felton.

**02.09.18 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**03.09.18 MINUTES**

The Minutes of the Meeting of the Trustee held on 30<sup>th</sup> July 2018 were received, approved as accurate and signed. There were no matters resulting therefrom not covered elsewhere on the agenda.

**04.09.18 FINANCE COMMITTEE**

Members received the Minutes of the Finance Committee meeting, held on 20<sup>th</sup> August 2018, and considered the Recommendations contained therein.

**RESOLUTIONS: The minutes were approved as accurate and signed, and the following recommendations were approved:**

**(i) Sandwich Folk & Ale Festival be awarded a grant of £1000.00 to support the Accorn Stage at the 2018 Festival.**

**(ii) Sandwich Festival be awarded a grant of £1500.00 to support the Festival in 2018.**

**(iii) Sandwich Infant School be awarded a grant of £2500.00 to purchase one interactive classroom screen.**

**(iv) King Street Party be awarded a grant of £1000.00 to support the 2018 event.**

**(v) The Sandwich Society be awarded a grant of £200.00 towards the Heritage Open Days event in 2018.**

**(vi) That no grant be awarded to the Kenward Trust to run a *Think Differently* session at Sandwich Technology School. The school should be able to support this project directly if desirable.**

**(vii) No further action will be taken to repair/install hearing support systems in the Guildhall's Main Hall, Jury Room and Meeting Room until the outcome of the HLF bid is known.**

- 05.09.18**            **PAYMENT SCHEDULES**  
(i) The Sandwich Toll Bridge Fund Payment Schedule, totalling £41,902.76, was received, approved and signed.  
(ii) The Museum & Archives Payment Schedule, totalling £463.60 was received, approved and signed.
- 06.09.18**            **FINANCE**  
(i) Members received the Sandwich Toll Bridge Fund Statement of Accounts as at 31<sup>st</sup> July 2018.  
(ii) Members received the Sandwich Guildhall Museum Statement of Accounts as at 31<sup>st</sup> July 2018.  
**RESOLUTION: That items (i) and (ii) be noted.**  
(iii) Members received the Scottish Widows IMHOF Statement as at 1<sup>st</sup> July 2018.  
**RESOLUTIONS: That this item be noted.**
- 07.09.18**            **ASSET MANAGEMENT**  
Members received and considered the following information from Quilter Cheviot:  
(i) Monthly Investment Report for the month ending 31<sup>st</sup> July 2018.  
**RESOLUTION: That this information be noted.**
- 08.09.18**            **SANDWICH SPRUCER**  
Members considered a report from Cllr Friend detailing an outline proposal for a “Sandwich Sprucer” that would be underwritten by Sandwich Toll Bridge Fund.  
**RESOLUTION: That this matter be deferred to the Advisory Committee for further information.**
- 09.09.18**            **CHARITABLE PURPOSES**  
Members received a report from Miss L Fidler regarding the thirteen charitable purposes, as defined by the Charities Act 2011.  
**RESOLUTION: That this information be noted.**
- 10.09.18**            **CONFIDENTIAL ITEM**  
(i) Members received a written report from Cllr Ms O’Donoghue, on matters relating to various staffing matters; including staff absences and TOIL.  
**RESOLUTION: This information was noted and Cllr Ms O’Donoghue, as HR Councillor, and Ms Hollobon-Baxter, HR Manager, will continue to submit monthly reports to the Trustee on staffing matters.**
- 11.09.18**            **DATE AND TIME OF NEXT MEETING**  
Monday 29<sup>th</sup> October 2018, following the Ordinary meeting of the Town Council, in the Council Chamber.