

WESTERHAM TOWN COUNCIL

Minutes of the Finance and General Purpose Committee held on
Monday 12th January 2015 at 7.30pm in Russell House, Market Square,
Westerham

Present: Councillors: Mr P Ashley (PA) - Chairman
Mr E Boyle (EB)
Mr C Hanson (CH)
Mr S Wilkie (SW)

In attendance: Town Clerk: Mrs A Howells (AH)
Six members of the public

Item		Action
1.	<u>Apologies for Absence</u> Mr A Wesley - holiday	
2.	<u>Declarations of Interest not previously declared</u> Cllr Wilkie – Crockham Hill CIC	
3.	<u>Minutes of the Council Meeting on 10th November 2014</u> were approved.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> None	
5.	<p><u>Finance</u></p> <p>5.1 Cheque list to 31st December 2014 – Cllr Ashley had nothing to bring to the Committee's attention.</p> <p>5.2 Committee Accounts to 31st December 2014 – The accounts were approved and there were no queries.</p> <p>5.3 Internal Controls document – Mrs Marshall was preparing an Internal Controls document as required by the External Auditor. Following discussion it was agreed that Cllr Hanson would check the document and then it would be sent to F&GP committee members with comments before going to Council on 26th January.</p> <p>5.4 Pension Issues – Advice from NALC had been circulated regarding LGPS Funding Deficit and Future Arrangements and this was noted. The Clerk was asked to confirm the type of pension scheme to which employees belonged.</p> <p>5.5 Data Protection Registration – The renewal of £35 was agreed.</p> <p>5.6 Lloyds fixed term deposit renewal – Following discussion it was agreed to</p>	<p>AH AH DM</p>

	<p>renew the deposit for one year at 1.1% interest.</p> <p>5.7 IT Support Proposal – A proposal had been received from a local IT company and following discussion it was agreed to seek another quote.</p> <p>5.8 Grant to Sea Cadets – A request had been received for a grant towards a proposed trip to the War Graves in Europe costing £12,000. Following discussion it was agreed in principle to donation of £500 subject to the Sea Cadets being able to raise the balance of the total sum and also that a request for further information regarding the trip be sent.</p>	<p>AH</p> <p>AH</p>
6.	<p>Precept 2015/16</p> <p>6.1 Provisional Local Government Finance Settlement 2015/16 – was noted.</p> <p>6.2 WTP had requested to increase Christmas Lights budget – Cllr Boyle reported that there had been a number of technical issues last year that had led to criticisms from the community. The Retailers would be handing over the project to WTP. Following discussion it was agreed as a gesture of goodwill to increase the budget to £1500; this would include the cost of the anchor bolt testing. No contract for Christmas Lights would be placed until funds to cover the contract had been received.</p> <p>6.3 Draft Budgets for 2015/16 including Precept recommendations – Draft budgets for all Committees other than F&GP had been circulated; however bottom line figures for all Committees were agreed. Following lengthy discussion it was agreed to recommend a precept of £182,600 to Council, an increase of 1.97%. The F&GP detailed budget would need to be agreed at the next F&GP meeting.</p>	<p>AH</p> <p>AH</p>
7.	<p>Land Issues</p> <p>7.1 Fullers Hill Public Toilets - No new information had been received from SDC.</p> <p>7.2 Land transfers – The transfer TP1 forms for two parcels of land at Ash Road had been received from SDC. The forms were signed by Cllrs Ashley and Hanson; the Clerk to return the forms.</p> <p>7.3 Darenth car park extension – A useful meeting had been held with WTP, SDC and WTC in which SDC fully supported the project and agreed to match fund the amount raised by WTC and WTP.</p> <p>7.4 Sale of land rear of Deanery Road, Crockham Hill – Six residents attended the meeting and five written responses had been received regarding SDC's decision to put the land up for auction or have WTC request the site be considered as a Rural Exception site. Residents were against these proposals and were unhappy that SDC had not consulted residents and wished WTC to –</p> <ul style="list-style-type: none"> • Work hard on behalf of residents to obtain a delay in the process • Help support the residents and object to any planning application • Help residents produce a reasonable offer to SDC to stop the land going to auction. • Residents currently paid all maintenance costs <p>Cllr Ashley responded that WTC fully supported protecting the land and there appeared to be enough interest to form a trust to maintain the land. Cllr Ashley would contact SDC and raise residents' concerns and request a meeting to discuss the matter. Cllr Ashley proposed this matter be moved to the Planning Committee; this was agreed.</p>	<p>AH</p> <p>PA</p>

8.	<u>Russell House</u> 8.1 Lease renewal – The lease renewal was progressing.	
9.	<u>Election Procedures</u> Information had been received from KALC regarding an Election Awareness Event at Sevenoaks Community Centre on Friday 13 th March at 7.30pm. This event would be publicised on the website and on notice boards and through Visit Westerham.	AH
10.	<u>Consultations</u> 10.1 Electoral Review of Kent County Council was noted.	
11.	<u>Crockham Hill CIC</u> Cllr Wilkie reported that the CH CIC did not now need a loan from WTC as further debentures had been received from the community; he thanked WTC for the offer of a loan. The Escalate Loan from KCC could now go ahead as match funding had been received. Cllr Ashley congratulated all those who had been involved as this project who had taken on a huge amount of work.	
12.	<u>Correspondence</u> 12.1 An email had been received from a resident regarding lack of available parking spaces in the Doctor's surgery car park. Following discussion it was agreed to respond that there was no easy solution however the Clerk would contact the Practice Manager to see if patients could be informed of potential long waiting times so car park tickets bought for parking in the town covered the appropriate time.	AH
13.	<u>Reports from Councillors</u> None	
14.	<u>Newsletter and web-site</u> None	
15.	<u>Matters for District and County Councillors</u> None	
16.	<u>Further Matters for Consideration at the next meeting</u> F&GP Budget	
17.	<u>Date of next meeting</u> Monday 2 nd March 2015	

The meeting was concluded at 9.15 pm

Minutes confirmed as a correct record:

Chairman