

WESTERHAM TOWN COUNCIL

Minutes of the Finance and General Purpose Committee held on
Monday 9th January 2017 at 7.30 pm in Russell House,
Market Square, Westerham

Present: Councillors: Mr P Ashley (PA) - Chairman
Mr E Boyle (EB)
Mrs H Ogden (HO)
Mrs S Sheen (SS)

In attendance: Town Clerk: Mrs A Howells (AH)

Item		Action
1.	<u>Apologies for Absence</u> Apologies were received and accepted from Cllr Wesley – holiday.	
2.	<u>Declarations of Interest not previously declared</u> None	
3.	<u>Minutes of the Meeting held on 28th November 2016</u> were approved at the Council meeting on 12 th December 2016.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> 4 Winnies Pre-School – SDC had refused the planning application. 4 Land Registry searches – Cllr Bates completed a land registry search and had confirmed that Hortons Way was not registered. 7.2 The cleaner for Russell House started before Christmas and the arrangement was working well. 8 CIL funding – The Clerk to follow up with SDC. 9 Land adjacent to Churchill School – Ecology project – The Clerk to chase the WTC Solicitor for an update. Cllr Ashley to review the agreement when finalised.	AH AH/PA
5.	<u>Finance</u> 5.1 Cheque list to 31st December 2016 – Cllr Ashley had nothing to bring to the Committee's attention, there were no queries. 5.2 Committee Accounts to 31st December 2016 – The Committee Accounts were approved and there were no queries. 5.3 Investment Policy – The Investment Policy had been circulated and subject to a minor amendment it was agreed to approve the Policy. Resolved: To approve the Investment Policy. 5.4 Internal Controls Policy – The Internal Controls Policy had been circulated	DM

	<p>and there were no amendments. It was agreed to recommend the approval of the Policy to Council.</p> <p>5.5 Nationwide fixed rate account – Following discussion it was agreed to re-invest £75,000 for a further year at an interest rate of 0.65% to spread WTC financial risk.</p>	AH DM
6.	<p><u>Precept</u></p> <p>6.1 Draft budgets for 2017/18 had been circulated and following discussion it was agreed to recommend to Council a precept increase to £195,925 based on Committee budget requirements, which was approximately a 4.7% increase on 2016/17. SDC tax base figures would shortly be announced, which were expected to lower the percentage slightly. Mrs Marshall would be asked to provide the figures for Council including the Band D increase.</p> <p>6.2 The Secretary of State for communities and local government announced that Council tax referendum principles would not be extended to parish and town councils in 2017/18. Proposals were deferred for this year however the level of precepts set by town and parish councils would be under close review.</p>	DM
7.	<p><u>Land Issues</u></p> <p>7.1 Fullers Hill Public Toilets – Information had been requested from SDC.</p> <p>7.2 Land rear of Deanery Road, Crockham Hill – Following an update request to SDC WTC had been informed that the transfer of land was progressing well.</p>	AH
8.	<p><u>Russell House</u></p> <p>8.1 Anti-social behaviour – The Clerk reported that litter was still an issue. Cllr Ogden reported that she and Cllr Boyle had met with the Police, CSU, a representative from Westerham Hall and The Crown Managing Agent on 13th December. The outcome of this meeting was that there would be an increased police presence in Westerham together with unmarked police vehicles at various times. Following the rampage in Westerham on 23rd December when the Tudor Rose, Westerham Hall and eight vehicles in Quebec Avenue had been damaged, Cllr Ogden had emailed the CSU. A report was awaited, the Clerk to chase. A further meeting will be held in three months' time to review the situation.</p>	AH
9.	<p><u>Squerryes community engagement</u></p> <p>Following discussion it was agreed that a briefing from Henry Warde would take place before the Council meeting on 23rd January for any Cllrs who wished to attend; this would be before presentations were made by him to the residents. Cllrs reiterated that their position was a listening brief only until any announcement from SDC on their review of the current Green Belt and the views of residents were established.</p>	
10.	<p><u>Local Council Award</u></p> <p>The Clerk had circulated details of the project plan for the revised submission of the Local Council Quality Award. Cllr Ogden agreed to look at the Community Engagement work and how to reflect this on the website. Cllr Sheen had drawn up a first draft of the proposed Action Plan and was thanked for her work. Following discussion the plan was agreed.</p>	AH/DM

11.	<u>Consultations</u> None	
12.	<u>Correspondence</u> None	
13.	<u>Reports from Councillors</u> Cllr Sheen reported that she and Cllr Ogden had attended the 2 minute silence in Costa on 24 th December in memory of Valerie Deakin who sadly lost her life a year ago.	
14.	<u>TN16 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> None	
17.	<u>Date of next meeting</u> Monday 6 th March 2017	

The meeting was concluded at 9.00 pm

Minutes confirmed as a correct record:

Chairman