

MEETING OF THE POLICY AND FINANCE COMMITTEE held at The Guildhall,
Faversham, on Tuesday 24th September 2019

Present:

Cllr B J Martin	Cllr D Knights	Cllr J Irwin
Cllr K Barker	Cllr T Martin	
The Mayor, Cllr A Reynolds	Cllr J Saunders	

In Attendance

Emma Powell

44. Apologies for Absence

Cllr A Hook-Childcare
Cllr E Thomas-Illness
Cllr C Belsom

45. Declaration of Interest

None

46. Minutes of the Previous Meeting and Matters Arising

Cllr Barker mentioned the amendment to previous minutes regarding the incorrect date. Cllr B J Martin confirmed these amendments have been done and the correct date 'July 2017' was in place.

Cllr T Martin proposed, seconded by Cllr Knights and on being put to the meeting it was **RESOLVED to approve the minutes**

47. 12 Market Place

Cllr Barker discussed the Action Plan provided. Cllr Barker proposed creating a 'working group' to delegate the survey and to set up a meeting next week. To be discussed with the Town Clerk. All agreed that the survey can't be read clearly and need to come back to it.

Cllr Knights had concerns with some options appearing to look as though we would be in competition with local businesses and wouldn't want this to be the case, as need to work alongside our local businesses.

Cllr Saunders discussed the timetable and is hoping the decision will be made sooner than the proposed date (9/12/19). Cllr Barker explained that the date is not set in stone and that we have ambitions to work towards this date.

The Mayor, Cllr Reynolds suggested that maybe we try the options for a year, then revisit.

Cllr Barker proposed delegating the survey to the 'Working Group', seconded by Cllr Irwin and on being put to the meeting RESOLVED with the added comment by Cllr Irwin, that he agreed Cllr Knights had a valid point regarding the local businesses and this should be part of the survey. All agreed.

48. Creek Jetty

Cllr Barker explained we have still had no response from Mr B Pain. Cllr Barker has been liaising with MDL to ask if they're comfortable to produce/create a technical requirements tender, with documents to cover a floating and fixed jetty. We need to have a discussion with the committee or/and the Council to understand what we want to bring to the town. This also rests on the swing bridge.

Cllr Irwin thinks it will a good idea to liaise with the 'Heritage Harbour' to help with the decision.

Cllr Barker proposed, seconded by Cllr Knights and on being put back to the meeting it was **RESOLVED to get the Working Group to carry on with the work.**

49. Planning Committee

Cllr Saunders proposed this matter from the Planning Committee, that they felt the need for a Planning/Building Sector to be employed for larger applications. He recommended opening an invite for tender and thought Swale Borough Council and the Faversham Society would be good to approach for recommendations. Also need to consider what money would need putting by for this role.

Cllr Barker felt that maybe Adrienne Begent is qualified for this role. It was agreed this needs to be discussed with the Town Clerk.

Cllr T Martin proposed, seconded by Cllr Irwin and on being put to the meeting it was **RESOLVED to investigate current staffing ability, cost analysis of bringing someone in and training.**

50. New Model Finance Regulations

It was proposed by Cllr T Martin, seconded by Cllr Saunders that the Financial Regulations are accepted with the following adjustments. 1. To remove the word 'Model' 2. To remove the wording 'for England' and on being put to the meeting it was **RECOMMENDED that Faversham Town Council accept the Financial Regulations with requested the changes.**

51. Risk Assessment

Cllr B J Martin proposed, seconded by Cllr T Martin and on being put to the meeting it was **RECOMMENDED that Faversham Town Council adopts the Risk Assessment and Management Strategy.**

52. Budget Proposal

Cllr B J Martin talked through the draft budget timetable. Cllr T Martin expressed that the Heritage Committee was missing from the timetable. All agreed. Cllr Barker confirmed that it has been agreed that the staffing committee will follow the Town Council meeting on the 14th October 2019. The Mayor, Cllr Reynolds wanted to check if they needed to robe for the Town Council meeting and agreed this needed to be checked.

Cllr B J Martin proposed, seconded by Cllr Irwin and on being put to the meeting it was **RESOLVED to accept the timetable with the additions of the Heritage Committee on the 3rd October 2019 and the Planning horizon scanning for large development applications, coming through over the next year on the 29th October 2019.**

53. Delegated Authority

It was proposed by Cllr B J Martin, seconded by The Mayor, Cllr Reynolds and on being put to the meeting it was **RESOLVED to accept the Terms of Reference and Scheme of Delegation as is.**

54. Sports Council

All councillors looked over the list given. Missing clubs that were mentioned included Davington Cricket Club and Faversham Boxing Club. Cllr B J Martin also recommended adding Sport Development Officer at Swale.

Cllr B J Martin proposed, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to accept the letter with the Mayors intro and the listed sports clubs. With the additions that have been requested to add on.** All councillors have been advised to collate the details of missing clubs and forward onto the Town Clerk.

55. Annual Meeting of Town

It was proposed by Cllr B J Martin, seconded by The Mayor, Cllr Reynolds and on being put to the meeting it was **RESOLVED to move the Annual Town Meeting to March/April with the provision that in the election year it would be returned to May.**

56. Any Other Business

Cllr Saunders wanted to raise an issue with the Town Council meetings clashing with the Swale meetings. He suggests restarting the discussion with the Town Clerk, about finding a suitable date that doesn't clash. Cllr Barker feels it's important that Cllr Saunders, Cllr Jackson and Cllr Belsom to be part of the meetings.

Cllr B J Martin heard from the Monitoring Offices at Swale and has been advised for all to look at the Register of Interest. The suggestion is to email Democratic Services or Monitoring Offices at Swale to add onto the sponsor section to your Register of Interest. Another notice of advice regarding 'Register of the Information Commissioner's Office' councillors no longer have to register as individuals if their data is stored on their behalf by the council or the political party. Cllr Irwin recommended the Town Clerk to send out clear instructions to deal with these matters.