

**MINUTES OF THE POLICY AND FINANCE COMMITTEE MEETING** held at The Guildhall, Faversham, on Monday 16<sup>th</sup> March 2020, 7.30pm

**Present:**

Cllr B J Martin	Cllr Saunders	Cllr Irwin
Cllr T Martin	Cllr Barker	Cllr Knights
The Mayor Cllr Reynolds	Cllr Hook	

**In Attendance:**

L Bareham (Town Clerk)

<b>91.</b>	<p><b><u>Apologies</u></b> Apologies were received from Cllr Thomas</p>	
	<p>A statement was read by Cllr Knights to clarify the discussion regarding the Economic Development Officer at the previous meeting.</p>	
<b>92.</b>	<p><b><u>Declarations of Pecuniary Interest</u></b> None</p>	
<b>93.</b>	<p><b><u>Minutes and Matters Arising</u></b> Cllr Barker noted the action from the previous meeting. Cllr B J Martin proposed, seconded by Cllr Barker and on being put to the meeting it was <b><i>RESOLVED to approve the Minutes of the Meeting dated 28<sup>th</sup> January 2020</i></b></p>	
<b>94.</b>	<p><b><u>Covid-19</u></b> A discussion took place on possible changes to laws for parish and town councils, expected to be put through under the Coronavirus Bill in parliament, including the requirement to hold the Annual Town Meeting within a specific timespan and the AGAR etc.</p> <p>It was agreed to share advice from Public Health England, NHS and Full Fact websites. It was important that leaders within the community do not cause panic.</p> <p>It was proposed by Cllr Irwin, seconded by Cllr B J Martin and on being put to the meeting it was <b><i>RESOLVED that all public events and meetings be cancelled with immediate effect until 8<sup>th</sup> June 2020, including the Mayor's Charity Ball and the Annual Town</i></b></p>	

	<p><b>Meeting</b></p> <p>It was further agreed to reduce face to face meetings and to await advice on the legality of video link meetings.</p> <p>It was proposed by Cllr B J Martin, seconded by Cllr T Martin and on being put to the meeting it was <b>RESOLVED that no face to face meetings to take place until 8<sup>th</sup> June and activity would be diverted to community support</b></p> <p>It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was <b>RESOLVED that staff would be provided with training on Teams and trial working at home from Wednesday (18<sup>th</sup> March) to ensure they have everything they require to operate.</b></p> <p>Ways to assist the community were considered, either providing printing or a database. The Mutual Aid group was noted. It was suggested emailing existing voluntary groups to offer information and assistance.</p> <p>It was further noted that the by-elections were likely to be rescheduled.</p> <p>A meeting via Teams was agreed to be scheduled for Friday 20<sup>th</sup> March at 6pm.</p>	
95.	<p><b><u>Committee Structure Review</u></b></p> <p>It was proposed by Cllr Barker, seconded by Cllr B J Martin and on being put to the meeting it was <b>RESOVLED to defer the item to a later date</b></p>	
96.	<p><b><u>Assets of Community Value</u></b></p> <p>It was proposed by Cllr Saunders, seconded by Cllr Irwin and on being put to the meeting it was <b>RESOLVED to add Faversham Society's Visitor Centre and Fleur Museum, Maison Dieu Museum, Creekside Boxing Gym and the Jubilee Centre to Swale's List of Assets of Community Value</b></p>	LB
97.	<p><b><u>Grant Policy</u></b></p> <p>It was proposed by Cllr Barker, seconded by Cllr B J Martin and on being put to the meeting it was <b>RESOLVED that Event Grant funds be made available for a Coronavirus Emergency Fund provided</b></p>	

	<p><b><i>to constituted organisations such as the Foodbank or churches.</i></b></p> <p>Cllr Saunders will email comments on the emergency grant fund policy.</p> <p>It was proposed by Cllr B J Martin, seconded by Cllr Barker and on being put to the meeting it was <b><i>RESOLVED to approve the final emergency grant policy at Friday's emergency Teams meeting.</i></b></p>	
98.	<p><b><u>12 Market Place – Front Space</u></b></p> <p>It was proposed by Cllr B J Martin, seconded by Cllr Irwin and on being put to the meeting it was <b><i>RESOLVED to defer this item to a later date</i></b></p>	
99.	<p><b><u>Hire Charges</u></b></p> <p>It was proposed by Cllr B J Martin, seconded by Cllr Knights and on being put to the meeting it was <b><i>RESOLVED to defer this item to a later date</i></b></p>	
100.	<p><b><u>Delegation</u></b></p> <p>It was proposed by Cllr Barker, seconded by Cllr B J Martin and on being put to the meeting it was <b><i>RESOLVED that the Facilities Manager have delegated responsibilities for the day to day management of the allotment sites and to defer to Ward Members in the event of queries.</i></b></p>	AA
101.	<p><b><u>Any Other Business</u></b></p> <p>None</p>	
	The meeting closed at 9.28pm	