

MINUTES OF THE POLICY AND FINANCE COMMITTEE MEETING held virtually on Tuesday 26th May, 7pm

Present:

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

In Attendance:

L Bareham (Town Clerk)

124.	<p><u>Election of Chair and Vice Chair</u></p> <p>It was proposed by Cllr Knights, seconded by Cllr T Martin and on being put to the meeting it was <i>RESOLVED to elect Cllr Barker as Chair for the Civic Year 2020-2021</i></p> <p>It was proposed by Cllr B J Martin, seconded by Cllr Reynolds and on being put to the meeting it was <i>RESOLVED to elect Cllr T Martin as Vice Chair for the Civic Year 2020-2021</i></p>	
125.	<p><u>Apologies</u></p> <p>None</p>	
126.	<p><u>Declarations of Pecuniary Interest</u></p> <p>Cllrs Hook, Reynolds – WFCC grant (DPI) Cllr B J Martin – Minute 129 (DNPI) Cllr Saunders – Minutes 131 (DNPI)</p>	
127.	<p><u>Minutes and Matters Arising</u></p> <p>The Town Clerk confirmed that an application had been made to SBC for the £10k grant, but no money had been received to date.</p> <p>It was proposed by Cllr T Martin, seconded by Cllr B J Martin and on being put to the meeting it was <i>RESOLVED to approve the Minutes of the Meeting dated 6th May 2020.</i></p>	
128.	<p><u>Supporting the Renewal of the Town Offer</u></p> <p>Following a meeting of the Town Marketing Group, Cllr Saunders provided an updated proposal, together with a draft letter to be sent to groups and assets in the Town.</p>	

	<p>Cllr Saunders proposed, seconded by Cllr T Martin and on being put to the meeting it was RESOLVED to accept the paper Supporting the Renewal of the Town Offer</p> <p>It was proposed by Cllr Saunders, seconded by Cllr Hook and on being put to the meeting it was RESOLVED that the Town Clerk send the draft letter on behalf of the Town Council and a summary of responses be provided at the next meeting</p>	
129.	<p><u>Planning</u></p> <p>Cllr Hook proposed the following procedure (a) where the Town Council or any committee or working group plans to erect any permanent structure with a value of more than £500, the proposal to do so and any designs and quotations, shall come to the full council for a decision and (b) the question shall be asked of the local planning authority “does this structure need planning permission?” and the advice received noted in the minutes of the council meeting to which it is reported.</p> <p>Cllr B J Martin proposed an amendment (c) if planning permission is not required, to apply for a lawful development certificate.</p> <p>Cllr Hook asked if there would be a cost attached to the certificate and whether it would be necessary in all cases. He proposed a further amendment (c) where appropriate a lawful development certificate to be applied for.</p> <p>Cllr B J Martin proposed the amendment, seconded by Cllr Hook and on being put to the meeting it was RESOLVED to accept the amendment</p> <p>Cllr Hook proposed, seconded by Cllr B J Martin and on being put to the meeting it was RESOLVED to adopt (a), (b) and (c) as future guidelines</p>	
130.	<p><u>Coronavirus Emergency Grant</u></p> <p><i>Cllrs Hook and Reynold left the meeting</i></p> <p>WFCA were applying for £500 towards an additional freezer to allow them to accept more food. Cllr B J Martin noted that he had been able to get cheaper quotes for a freezer with a Cat B energy efficiency and suggest WFCA could find a better deal.</p>	

	<p>It was noted that the Town Council had not received a refund for the food and drink which had been pre-paid for the Mayor Making, following cancellation back in March.</p> <p>It was proposed by Cllr Barker, seconded by Cllr Irwin and on being put to the meeting it was RESOLVED to fully fund a Cat B freezer, subject to receiving a refund.</p> <p><i>Cllrs Hook and Reynolds returned to the meeting</i></p>	TC
131.	<p><u>Websites</u></p> <p>Cllr Knights noted an email received from Martin Goodhew of SBC that afternoon regarding Visit Faversham moving to the Visit Swale/Visit Kent site. She had not had the opportunity to read the email and will be discussing it further with the Town Marketing Group.</p> <p>Cllr Knights raised concerns if messages or posts were put on Facebook on a Friday, as the EDO only worked Monday to Thursday, these would be missed until the following week. She suggested that if someone was advertising a weekend market on a Friday, this would be missed. She asked that the Staffing Committee discuss officers working for one hour over a weekend on a rotational basis to check Facebook.</p> <p>Cllr T Martin explained the problem of having 3 or 4 websites and bringing Visit Faversham under Visit Swale/Visit Kent would ensure they all contain the same information and would save officer time.</p> <p>Cllr Hook suggested that Faversham.org was no longer adding value and should go, with the domain name being re-directed. The community events should go on the FTC website and a business listing was not required.</p> <p>Cllr T Martin confirmed the visitfaversham.org domain would point to Visit Kent and noted that some events such as pub quizzes would not be suitable for Visit Faversham website.</p> <p>It was noted that the Youth Council website had not been mentioned. Cllr Knights also noted the town app had not been mentioned.</p> <p>It was proposed by Cllr B J Martin, seconded by Cllr Hook and on being put to the meeting it was RESOLVED to delete faversham.org and work in partnership with SBC with the Visit Faversham</p>	

	<p>website.</p> <p>Cllr Barker thought the Town Council website looked very 90s and suggested that styles had moved on and other councils' websites seemed more useable. Cllr B J Martin noted accessibility guidelines which need to be in place by September.</p> <p>Cllr Barker proposed, seconded by Cllr T Martin and on being put to the meeting it was RESOLVED that the Town Clerk obtain quotes to refresh the FTC website for the Policy & Finance to make recommendations to Full Council.</p> <p>Cllr Knights suggested the Town Marketing Group should be disbanded and Cllr Williams co-opted to the Policy & Finance Committee. Cllr Barker wasn't clear why it needed to be disbanded and felt it had a plethora of uses in marketing and statistics and still had value.</p>	TC
132.	<p><u>Any Other Business</u></p> <p>Cllr Barker noted items required for the next newsletter.</p> <p>Cllr B J Martin thanked the committee for their support whilst he was Chair.</p>	
	The meeting closed at 8.20pm	