

Minutes of the Meeting of Policy and Finance Committee

Monday 22nd March 2021, 7pm

Present:

Mayor of Faversham, Cllr Reynolds Cllr Saunders Cllr Barker
Deputy Mayor, Cllr T Martin Cllr Hook Cllr B J Martin
Cllr Irwin

In Attendance:

L Bareham (Town Clerk)

Public Session: No questions

216. Apologies for Absence

None

217. Declarations of Interest

None

218. Minutes of the Previous Meeting and Matters Arising

Cllr Saunders reported that the Town Council had been successful in its funding requested from the Swale Area Committee for the Town to Parishes bid.

The Minutes were proposed by Cllr Barker, seconded by Cllr Reynolds and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Policy and Finance Meeting dated 18th February 2021.***

219. Month End Financial Report

Cllr Barker confirmed that he had undertaken the audit for January and February 2021.

The Month End Reports were noted by the Committee.

220. WIP Report

The WIP Report combining all committees was noted. It was agreed that the Neighbourhood Plan Steering Group did not need to be included.

221. Annual Action Plan

The Draft Annual Action Plan was discussed by Members. It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was ***RECOMMENDED to accept the Draft Annual Action Plan (Appendix A)***

222. Draft Meeting Calendar

It was proposed by Cllr Barker and seconded by Cllr Hook and on being put to the meeting it was ***RECOMMENDED to accept the Draft Calendar of Meetings for 2021-2022 (Appendix B)***

223. 12 Market Place/Visitor Information Centre

The Town Clerk's Report was discussed and noted. It was proposed by Cllr T Martin and seconded by Cllr Reynolds and on being put to the meeting, it was **RECOMMENDED to agree a 14 year lease with the Faversham Society to house the Visitor Information Centre in 12 Market Place.**

It was proposed by Cllr B J Martin, seconded by Cllr Barker and on being put to the meeting it was **RECOMMENDED that a peppercorn rent be charged subject to the Faversham Society becoming responsible for the business rates**

224. Policy Review

It was proposed by Cllr B J Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to adopt the following revised policies:**

Community Engagement, Equality and Diversity, Health and Safety, Filming and Recording of Meetings, Scheme of Delegation, Social Media and Electronic Communications, Financial Risk Assessment and Management Strategy, Reserves Policy

225. Meeting and Committee Review

It was agreed that the Town Clerk bring a report to Full Council for consideration.

226. Lottery Working Group

It was proposed by Cllr Saunders seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to accept the Minutes of the Lottery Working Group dated 2nd March 2021**

227. The Guildhall

It was proposed by Cllr T Martin, seconded by Cllr Hook and on being put to the meeting it was **RESOLVED to delegate the decision for undertaking the internal painting to the Facilities Manager. The colour to be agreed at Full Council.**

228. Items for Report

The next meeting to consider Anti Social Behaviour research following the receipt of £9,000 from the KCC Member's Grant (Cllrs Barker and Hook) Solar Cycleway (JS)

Annual Action Plan 2021 to 2022

- 1. Active Transport and Road Safety**
 - a. Deliver, and develop further, a town-wide 20mph scheme
 - b. Deliver a Local Cycling and Walking Infrastructure Plan (LCWIP)
 - c. Continue to campaign for the Solar Cycleway
 - d. Continue to encourage cycling and walking through community engagement and events

- 2. Climate and biodiversity**
 - a. Encourage biodiversity in areas of local authority ownership
 - b. Work with Faversham residents to increase biodiversity in their gardens
 - c. Continue to promote climate emergency awareness through activities and events

- 3. Neighbourhood Plan and Housing**
 - a. Continue to develop a neighbourhood plan
 - b. Carry out extensive consultation through community engagement
 - c. Present a neighbourhood plan which will be successful at referendum
 - d. Encourage *truly affordable* housing to be included in the Local Plan
 - e. Support the Faversham Community Land Trust

- 4. Engaging with all youth, particularly those who are harder to reach**
 - a. Develop partnerships with those already identified
 - b. Develop a youth engagement plan

- 5. Diversity and equality**
 - a. Support a fairer Faversham by making equality and diversity issues a priority at all levels of the Council as a key part of the decision-making process
 - b. Ensure that facilities and events are accessible and welcoming to all communities
 - c. Foster greater community cohesion by creating a town where difference and diversity is understood, celebrated and valued
 - d. Seek to implement, where possible, recommendations made by the Electoral Commission or other independent bodies aimed at reducing barriers to standing for election to this council

- 6. Sports Council**
 - a. Identify local groups and provide a networking hub
 - b. Ensuring sport and physical activity is included in the developing neighbourhood plan
 - c. Develop Active Faversham, encouraging the community through events and activities

- 9. Lobby both public and private bodies to gain the best for Faversham, within whose responsibility lies the following**
 - a. Supporting the development of an opening Creek Bridge and working sluice gates
 - b. Supporting the regeneration of the Creek for maritime activities for work and pleasure
 - c. Continue engagement with Kent Police, British Transport Police and Swale Borough Council, around the occurrences and perception of anti-social behaviour

- 10. Community Groups, Spaces and Events**
 - a. Enhance the cultural offer by developing a permanent exhibition of the town's Magna Carta
 - b. Encourage community creativity and cohesion by enabling local groups to meet or exhibit for free in the Guildhall and 12 Market Place
 - c. Provide grants for local community events and groups
 - d. Increase income for community groups through the Faversham and District Community Lottery

	Start Time	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Full Council (1st Monday)	7pm	17 th	7 th	5 th		6 th	4 th	1 st	6 th	10 th	7 th	7 th	4 th
Annual Council/Annual Finance Meeting	7pm									17 th			
Mayor Making	7pm												
Youth Council													
Committees													
Planning Committee (1st and 3rd Monday)	6pm	17 th	7 th , 21 st	5 th , 19 th	2 nd	6 th , 20 th	4 th , 18 th	1 st , 15 th	6 th , 20 th	17 th	7 th , 21 st	7 th , 21 st	4 th , 18 th
Policy and Finance (4th Monday)	7:30pm		28 th	26 th		27 th	25 th	22 nd	13 th	24 th	28 th	28 th	25 th
Climate and Biodiversity Committee (2nd Monday)	7:30pm	10 th		12 th		13 th		8 th		11 th (Tues)		14 th	
20's Plenty Committee (1st Thursday)	7:30pm	6 th	3 rd	1 st		2 nd	7 th	4 th	2 nd	6 th	3 rd	3 rd	2 nd
Public Spaces (4th Thursday)	9:30am	27 th		22 nd		23 rd	28 th	25 th		27 th	24 th	24 th	28 th
Staffing Committee (2nd Monday)	7:30pm		7 th				11 th		20 th		14 th		11 th
Complaints Committee	As required												
Working groups	Microsoft teams												
Equality and Diversity (reports to P&F /Staffing/ Full Council)													
Youth Working Group (report to P&F/ Full Council)													
Heritage Working Group (report to P&F/ Full Council)													
Town Marketing Working Group (report to P&F/ Full Council)													
Other													
Neighbourhood Plan Steering group (3rd Monday)	7pm	10 th	21 st	19 th		20 th	18 th	15 th	20 th	18 th (Tues)	21 st	21 st	18 th
Annual Town Meeting	7pm											15 th	
Local Engagement Forum	7pm												
Swale Eastern Area Committee	7pm		22 nd			21 st			16 th			22 nd	
Swale Joint Transport Board	5:30pm?		21 st			6 th			6 th		28 th		
Swale Planning Committee	7pm	27 th	24 th	22 nd	19 th	16 th	14 th	11 th	9 th	13 th	10 th	10 th	7 th

APPENDIX B