

Minutes of the Policy & Resources Committee

28th June 2021, 7.30pm

Present:

Cllr Barker
Cllr Rowlands

Cllr Saunders

Cllr T Martin
Cllr Cavanagh

In Attendance:

L Bareham (Town Clerk)

253. Apologies for Absence
Cllr Henderson and Hook

254. Declarations of Interest
None

255. Minutes of Previous Minutes and Matter Arising
The Minutes were proposed by Cllr Barker, seconded by Cllr Rowlands and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Finance Meeting dated 1st June 2021.**

256. Month End Report
The Month End Reports were noted and Cllr Barker confirmed he had carried out an audit for April 2021. He noted that our account with Bulb was now £2,000 in debit. The estimated meter reading issues had been resolved, but the reading was very close with only a £300 credit due. We are currently paying £500 a month, where previously with EDF it was £350, the Town Clerk will investigate Octopus as an alternative.

Unpaid invoices were also noted for the moorings, and it was agreed that there should be a process to obtain the payment including using the small claims court if necessary.

The Town Clerk advised that there was a water leak at the Front Brents, which was in hand with Castle Water. She expected this to take some time to resolve based on past experience and noted the high bill received of £2,000.

257. Earmarked Reserves
Cllr Saunders proposed, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to move Highways Fund of £21,444 to 20's Plenty** The Earmarked Reserves were **RECOMMENDED for approval.**

258. Statement of Internal Control

Cllr Barker, proposed, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to agree the Statement of Internal Control**

259. Internal Audit Report

The Internal Audit Report for 2020-21 was noted.

260. Additional Account

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to open an account with Nationwide and move £85,000 from NatWest.**

261. Facilities Booking System

It was proposed by Cllr Barker, seconded by Cllr Rowlands and on being put to the meeting it was **RESOLVED to approve the purchase of the Facilities Booking System from Rialtas**

262. Advice Grant

It was proposed by Cllr Barker, seconded by Cllr Saunders and on being put to the meeting it was **RESOLVED to grant Swale Citizens Advice £6,000**

263. Community Grants

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to open the community grants to applications to be considered at the September meeting**

264. Standing Orders

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to adopt the Standing Orders**

265. Financial Regulations

It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to adopt the Financial Regulations**

266. Planning Advisor

It was proposed by Cllr Barker, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to appoint Urban Vision as Planning Advisor allocating up to £10,000 from the Neighbourhood Plan EMR**

267. Faversham & District Community Lottery

It was proposed by Cllr Saunders, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to allocate £5,000 from EMR (vired from CLT and Special Projects) for marketing the lottery**

268. Heritage Working Group

Cllr T Martin proposed, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to develop a side agreement to the lease with the Faversham Society for a profit share**

It was agreed the Town Clerk to write a policy on who could use the exhibition space. It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to agree the Terms of Use (Rules)**

It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to agree the Minutes of the Heritage Working Group dated 16th June 2021.**

269. Town Marketing Group

It was proposed by Cllr T Martin, seconded by Cllr Barker and on being put to the meeting it was **RESOLVED to agree the Minutes of the Town Marketing Group dated 12th May 2021.**

The meeting closed at 9pm