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All members of the Faversham Town Council Policy and Resources Committee

You are hereby summoned to attend a meeting of the Faversham Town Council Policy and Resources Committee to be held on **Monday 1st June 2026 at 7.30pm** in The Guildhall, for the purpose of considering and resolving the business to be transacted as set out in this agenda. This meeting will be hybrid and members of the public may attend remotely.

Sarah Muteham PSLCC, Town Clerk

S. Muteham

26th May 2026

A maximum of 15 minutes will be allowed to receive public questions and comments on items on the Agenda.

AGENDA

- 1. To elect Vice-Chair**
- 2. Apologies for Absence and Substitutions**
To receive and approve apologies for absence and any substitutions.
- 3. Declarations of Pecuniary and Non-Pecuniary Interests**
Members who have an interest to declare on any items on the Agenda, must declare the existence and nature of it at the start of the meeting and act in accordance with the Council's Code of Conduct (s27 Localism Act 2011).
- 4. Minute of the previous meeting**
To receive draft minutes of the Policy and Resources Committee meeting held on 27th April 2026 ([Appendix A](#))
- 5. Monthly reports**
To note monthly reports (tabled)
- 6. Policies**
 - a) To review the committee's Terms of Reference
 - b) To review Standing Orders
 - c) To review Financial Regulations
- 7. Internal Audit**
 - a) To note the Internal Auditor's year end report

- b) To confirm the AGAR for approval by full council (tabled)
- c) To confirm appointment of internal auditor for 2026/27

8. Faversham Pools

To consider quotes for legal advice on the council becoming a charitable trustee and agree further action (tabled).

9. Matters for report

Items for future agenda

APPENDIX A

Minutes of the Policy & Resources Committee

Monday 27th April 2026, 7:30pm

The Guildhall

Present:

Cllr Eyre	Present		Cllr Gibson	Present
Cllr T Martin	Present		Cllr Rowlands	Present
Cllr C Martin	Apology		Cllr Saunders	Present
Cllr Crayford	Present			

In attendance:

Louise Bareham (Town Clerk)

Sarah Muteham (Town Clerk Designate)

Public Questions:

Expressions of support and thanks for the work of the Active Travel Committee were expressed by Adrian Oliver, Chris Oswald-Jones and Maria Newman.

317 Apologies for Absence

An apology with reason was received and accepted from Cllr C Martin.

318 Declarations of Interest

None.

319 Minutes of the Previous Meeting and Matters Arising

It was proposed by Cllr Gibson, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee meeting dated 2nd March 2026.**

1 ABST.

Cllr Crayford referred to the item under Matters for Report, and it was agreed this would be added to the agenda for the next meeting.

Decision: The minutes of the Policy and Resources Committee meeting dated 2nd March 2026 were approved.

320 Year End Reports

The Year End Reports were noted.

Cllr Crayford suggest Committees should be asked for feedback regarding reasons for over and underspend on their budgets to assist with budgeting going forward.

Cllr Gibson referred to the community bus ticket and mooring fees income being greater than expected. Contributions from parishes towards the community bus were lower than expected and it was suggested in light of planned improvements to the service; the contributions should be higher.

321 Earmarked Reserves

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Earmarked Reserves Report.**

1 ABST.

322 Strategic Working Group Minutes

It was proposed by Cllr Rowlands, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to obtain quotes for legal work in respect of land acquisition at North Preston.**

3 FOR/2 AGAINST

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED that the Town Council agrees to become the Charitable Trustee for the land at Faversham Pools bought by public subscription. To obtain legal work quotes for looking into whether taking over the existing charity or setting up a new charity is the most suitable for the Council, with the aim of completing this process before the new leisure contract begins in 2027.**

323 Committees Report

The Committees Report was received and noted.

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to reject the recommendation that the Active Travel Committee be dissolved.**

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED that committee membership arrangements be reviewed to ensure, where practicable, representation from all wards while maintaining political proportionality.**

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to reject the recommendation that the composition of the Policy and Resources Committee be amended to include committee Chairs (and Vice-Chairs) in order to strengthen strategic oversight and improve coordination across committees.**

It was proposed by Cllr T Martin, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to reject the recommendation that the current co-option policy be revised, replacing the standing provision allowing up to three co-opted members per committee with an invite-only model for external participation where specialist expertise is required.**

324 Meetings Calendar

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to change the Heritage, Buildings and Creek Committee to the fourth Monday of the month.**

It was agreed to check Officer availability prior to changing the Active Travel Committee to the first Wednesday of the month.

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to accept the 2026-2027 Meetings Calendar subject to the amendments discussed.**

325 Policy Review

The list of policies indicating their review dates was noted.

326 Magna Carta Insurance

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to delegate the Magna Carta Insurance renewal to the Town Clerk.***

327 Matters for Report

Policy Reviews

Strategic Working Group

The meeting closed at 9:10pm