MINUTES OF THE POLICY & RESOURCES COMMITTEE

5th October 2026 at 7:30pm

The Town Hall

Present: Cllr C. Martin (Chair), Cllr Gibson, Cllr B Martin, Cllr Saunders (from MI 366), Cllr Rowlands.

In attendance: Adrienne Begent (Interim Town Clerk)

Public Questions:

None

360. Apologies for Absence and Substitutions

An apology for absence was received and accepted from Cllr Crayford (who was online). Additionally, an apology was received and accepted from Cllr Saunders, who was running late as he had been attending the Swale JTB meeting prior to this one.

361. Declarations of Interest

Cllr Rowlands – DPI – Minute Item 366 Grant Allocation 2026

362. Minutes of Previous Meeting

It was proposed by Cllr Gibson, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Extraordinary Policy and Resources Committee Meeting dated 30th July 2026 as an accurate record of the meeting.***

It was proposed by Cllr Gibson, seconded by Cllr Eyre, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Policy and Resources Committee Meeting dated 7th September 2026.***

363. Monthly Reports

The Detailed Balance Sheet Report was reviewed.

Cllr Gibson queried if the funds had been consolidated into fewer accounts as agreed at the previous meeting. Cllr C Martin confirmed that the process of closing some accounts was underway.

The Detailed Income and Expenditure Report was reviewed.

It was proposed by Cllr C Martin, seconded by Cllr Gibson, and on being put to the Meeting it was ***RESOLVED to accept the Detailed Balance Sheet Report and the Detailed Income and Expenditure Report.***

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364. RFO Report

The RFO Report was received and noted.

Cllr C Martin expressed thanks to the RFO for negotiating with Rialtas, a reduction in the cost of moving to the online system.

Cllr Gibson advised the detailed income, and expenditure notes were helpful and showed the effects of inflation.

It was proposed by Cllr Gibson, seconded by Cllr Eyre, and on being put to the meeting it was ***RECOMMENDED to add a Scheme of delegation to have the ability to move money between accounts. RFO in conjunction with the town council to move money up to 100k without it going to council meeting for official approval. (As it's being moved between our own accounts).***

365. Policies

a) Community Engagement Strategy

It was proposed by Cllr Gibson, seconded by Cllr Eyre, and on being put to the meeting it was ***RESOLVED to accept the Community Engagement Strategy with no amendments.***

b) Reserves Policy

It was proposed by Cllr Gibson, seconded by Cllr Eyre, and on being put to the meeting it was ***RESOLVED to accept the Reserves Policy with no amendments.***

c) Dignity at Work Policy

It was proposed by Cllr B Martin, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to accept the Dignity at Work Policy with no amendments.***

d) Twinning Policy

It was proposed by Cllr Gibson, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to accept the Twinning Policy with amendments on the final page.***

366. Grant Allocation 2026

Cllr Saunders joined the meeting.

It was proposed by Cllr Gibson, seconded by Cllr Eyre, and on being put to the meeting it was ***RESOLVED to top up the grant awards to Cooksditch Streat Redirection and Friends of Abels Acre to their full application amounts (£500 each).***

It was proposed by Cllr Eyre, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to accept the remaining grant awards as detailed in the grant award spreadsheet.***

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367. Small Grants Policy

It was proposed by Cllr B Martin, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to that the last sentence be replaced with "However, these are not required for non-constituted or unincorporated groups where a clear costed plan and a commitment to inform the Council that money has been spent, as agreed, is in place.***

Cllr Saunders proposed adding a section encouraging those groups involved in the Faversham & District Community Lottery to apply for the small grants under the section on eligibility to apply.

Cllr Gibson accepted both amendments. It was proposed by Cllr C Martin, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the Lottery Funding Mini Grants Policy and that it would be delegated for Cllr Gibson and the Interim Town Clerk to agree the exact wording for the amended sections.***

368. Armed Forces Policy

It was proposed by Cllr Gibson, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the Armed Forces Policy.***

369. Budget 2027-28

Cllr B Martin referred to the pause in LGR and uncertainty over the proposed boundary changes. This meant it would not be clear how many households would be in included.

It was suggested the RFO to apply the rate of inflation across the current budget as a base to work from and the cost of maintenance calculated for any land being transferred to the Town Council in the next year.

It was proposed by Cllr Rowlands, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED that the RFO presents a spreadsheet based on a 0% increase, a 5% increase, and a 10% increase for the next meeting.***

370. Items for Report

- 2027 Budget Projections Spreadsheet based on a 0%, 5%, and 10% increase.
- Policies.
- Lottery Funding Small Grants Application Form/Timeframe for Applications

The meeting closed at 8:08pm

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