

POLICY AND RESOURCES COMMITTEE

20 January 2010

Committee Members present: Cllrs J Tucker (Chairman), Mrs B Brown (Vice Chairman),
C Block, B Garlick, D Keeley, Miss A Moloney

Council Members present: Cllr Ms K Woolley
Mrs S Hunter (Town Clerk)

Members of the public present: Mr E Streatfield, Mrs J Streatfield

1. Apologies for absence
Apologies for absence were received from Cllrs Mrs S Boakes, D Brown and L Withey.
2. Declaration of Interests
Cllr Miss Moloney – Snodland Community Association.
3. Minutes
 - 3.1 Minutes of the Meeting held on 16 November 2009
 - 3.2 Matters arising from the meeting of 16 November 2009
To discuss proposals for terms of reference for the main Council committees
The proposals for terms of reference for the main Council Committees were circulated and various points were raised. It was felt that footpaths should come under Planning and Environment. Snodland Council is below minimum precept to use 'Best Value'. Following discussion committee members were asked to check and report back at the next meeting.
4. Questions from the public
Mr Streatfield pointed out the problems which had been experienced during the snow with the Council vehicles and pointed out that the truck was very rarely used now. Mr Streatfield felt it would be better to replace both vehicles with one four wheel drive with an open back.
The Chairman proposed that Item 8 be taken now to allow Mr Streatfield to answer any questions – agreed.
8. To discuss and decide whether the hired truck is still a viable option
The Clerk had spoken to the hire company where the truck comes from and an exchange can take place for a 4 x 4 vehicle for £90 per week. Following discussion it was proposed that the Clerk look into replacing the truck with the right vehicle for the various jobs that the work-force carries out.
Cllr Atkins asked the Clerk to look into the difference in costs etc between monthly hiring and a contract hire for a period of time. A new trailer would also have to be purchased.
RECOMMENDED that a trial period be carried out to ascertain the correct vehicle for the Council's needs.

5. Financial Review
The financial statement was circulated. The Clerk reported that the new street lighting contractors seem to be working well. Cllr Atkins requested that the Clerk check what Council Tax Band the Cemetery Lodge was set at.
General Reserve 74935.01
Capital Reserve 86295.79
Total Reserves 161230.80
6. Audit Trail Report to be given by Councillor
Cllr Mrs Brown had carried out an audit trail. Cllr Mrs Brown reported that everything was satisfactory, except for one cheque, which had no details with it, just a photocopy of it. This cheque was for a Mr Bristow, who winds the clock on the Council's behalf. In future Mr Bristow will need to sign for payments. Cllr Mrs Brown had also inspected time sheets and these were found to be ok.
7. Donations Sec 137
 - 7.1 Request for funding from Volunteer Centre Tonbridge towards their work in Snodland
RECOMMENDED to donate £100 to the Volunteer Centre 2010 Tonbridge towards their work in Snodland.
 - 7.2 Request for funding of £75 for year 2010 for Try Angle Awards.
RECOMMENDED to give the £75 requested to Try Angle Awards for the year 2010.
 - 7.3 Request for funding for 2010 from the Medway Valley Rail Partnership.
RECOMMENDED to donate £100 to the Medway Valley Rail Partnership for 2010.
8. Already taken
9. To discuss and decide if STC should purchase a hedge cutter
Following discussion it was:
RECOMMENDED to purchase a hedge cutter up to the value of £600.
10. Appointment of external auditor – Approve audit commissions proposed auditor for Snodland Town Council
External auditor should change every five years.
RECOMMENDED to approve the Audit Commissions proposed auditor for the Council.
11. Appointment of Internal Auditor - To discuss and agree the appointment of Internal Auditor
The internal auditor should be changed every three years. It was proposed to appoint Mr Arthur Blake as internal auditor for the Council at a cost of £260 per day or £40 per hour. He had said that he was happy to look at income against expenditure on any areas and try to save the Council money.
RECOMMENDED to appoint Mr Arthur Blake as the Council's internal auditor from April 2010.
12. Correspondence
 - 12.1 Request from the Snodland Sports Association for STC to have the referee's Changing-room decorated. Mr Terry Reeves has offered his services to the Council to undertake this work. The Clerk is to contact the Sports Association to clarify the situation, and to offer the paint etc if Mr Reeves was happy to do the work. This would need to be carried out after the football season.

- 12.2 Copy of letter to TMBC from East Malling and Larkfield regarding KCC taking over the supply of salt bins, they have requested this is placed on the Parish Partnership agenda for discussion, as Parish and Town Councils had not been consulted prior to their decision.
- 12.3 Offer for rental of the Brookland Lake Café. Mr Beswarick reported that an offer has been received from Mr and Mrs Omer to lease Brookland Lake Café. Their offer was £5000 for the 1st year, £5500 for the 2nd year and £6000 for the 3rd year. They also requested that the 1st year be rate free. The Clerk will write to Mr Beswarick saying that the Council is encouraged by the offer, and ask for his advice as its agent.

RECOMMENDED – in principle – interested, subject to what Mr Beswarick recommends to the Council.

Meeting closed at 9.15 pm.