

POLICY AND RESOURCES COMMITTEE

1 September 2008

Committee Members Present: Cllrs J Tucker (Chairman), Mrs B Brown (Vice Chairman),
C Block, D Keeley, Miss A Moloney, L Withey, Ms K Woolley
Council Members Present: Cllrs J Atkins, Mrs D Crook
Mrs S Hunter (Town Clerk)
Members of the Public Present: Mr J Boyce, Mr D Edwards, Mr O Reid

1. Apologies for absence
Apologies were received from Cllrs Mrs S Boakes, D Brown and B Garlick.
2. Declaration of Interest
Cllrs Miss Moloney and Mrs D Crook – Community Association.
Cllr Miss Moloney – Allotment holder.
3. Matters Arising from the Minutes of the Meeting held on 7 July 2008
 - 3.1 Item 10 – Cllr Atkins would like this amended to ‘not done in the correct manner’.
 - 3.2 Item 27 – the notices can only go up once someone has been identified by the police.
 - 3.3. Item 3 – There has been no update regarding the A228 layby to date.
 - 3.4 Item 13.1 – The Council would like to express its thanks to Simon Lingham.
4. Questions from the public
 - 4.1 Mr Reid had several concerns regarding traffic in Snodland. While the Council took on board his concerns it was explained that Kent Highways authority are the people responsible for any form of traffic calming, with any schemes suggested by Snodland Council or the Partnership having to be cleared by Highways.
 - 4.2 Mr Edwards came regarding an allotment that is being used by the Melanie Anne Trust with a request to place a gate for easier access. The allotment holders association is the best way forward with this, and the Clerk will reply to Mr Edwards’ letter. The matter will go to the Amenities and Recreation Committee to discuss.
5. Financial Review
The Clerk presented an up to date bank reconciliation and gave the financial review. The expenditure for the heating upgrade at the Cemetery Lodge should go in the Capital Code, but it is in the Cemetery Code, as requested by Cllr Atkins to see what the Cemetery costs the Council each year.

Capital Reserves to date	£46135.95
General Reserves	<u>£74176.98</u>
Total	£120312.93
6. Audit Trail
Cllr Withey had called in to the Office and carried out a spot check on the financial records. Future visits will involve a written report of what has been checked.
Cllr Withey was happy that everything was in order.
7. Requests for Donations
RECOMMENDED to give Victim Support £100 under Section 137.

8. Cricket Pavilion – Upgrade of Kitchen

RECOMMENDED to accept the quotation from Mr Pocock for £4300.

9. Brookland Lake Café – Quotations for Grease Filters

RECOMMENDED to accept the quotation from Martine Environmental Services.

10. Cemetery Lodge – Kitchen Sink and Plumbing Renewal

The Clerk will obtain quotations for this work.

11. Floor Cleaning

RECOMMENDED to accept the quotation to clean the Devonshire Room Floor from the Council's usual contractor – proposed by Cllr Miss Moloney and seconded by Cllr L Withey.

12. Application for Street Lighting - Update

RECOMMENDED to apply for a grant to upgrade street lighting. The Council will apply for a grant for the Cemetery the following year.

13. Cost to Replace Benches at Holborough and Nevill Park

After discussion it was suggested that the Clerk asks the ground staff to make a bench for Nevill Park. The bench at Holborough will not be replaced, as it is a target for vandals.

14. Report on HGV Movements

Cllr Miss Moloney compiled a list of concerns raised by Snodland Councillors to forward to Graham Spatchett.

Brook Lane needs to be changed to 'Brook Lane East' or 'Waste Water Works Road, and this needs to be included.

The clerk will send a reply to Graham Spatchet.

15. Update on Land at Potyns

The Borough Councillors attended a meeting with TMBC last week. The Borough stressed that a Project Manager will be necessary and the Council will put this out to tender in the near future.

The Borough Council needs to be satisfied that interests of Snodland residents as a whole are met, so a census will be sent to all homes in Snodland requesting their views.

16. Quotations for IT Support

RECOMMENDED to accept the quotation from Mr Simon Towell.

17. Financial Arrangements 2009/10

The Clerk will forward to Councillor for their perusal.

18. Hire of Council Equipment

Cllr Tucker would like to form a sub-committee to look at the Council's assets that may be hired out, and what charges should be made. Cllr Mrs Woolley and Cllr Mrs Crook will form the sub-committee with Cllr Tucker.

19. Partnership Contribution

After discussion it was agreed that Snodland Town Council would not be able to pay for the PCSOs as suggested at a Partnership meeting, as STC do not have that amount of revenue.

20. Correspondence

- 20.1 Grants for Christmas lights for 2008 have to be match funded by raising funds. One way this could be done is by the contribution collected at the Firework Display being used towards Christmas lights. The clerk will contact the Chamber of Commerce to discuss other fund raising schemes. The Town Council need to make a contribution of £300 as a minimum.
- 20.2 Confirmation has been received from the Charities Commission confirming receipt of the Council's new signatories.
- 20.3 A letter has been received from the Holborough Anthonians Cricket Club, requesting a sub-lease. The Clerk will contact Lafarge to make arrangements and the Council's solicitor is already aware of its intention for this.
- 20.4 KCC Legal Services can offer parish councils advice at competitive rates for various areas of work, eg planning and highways.
- 20.5 The Y2 Crew have sent a letter of thanks for the Council's donation.
- 20.6 Sustainable Community Strategy from TMBC is in the Office for perusal and comment.

21. Standing Orders

Cllr Garlick asked for the change from 'Open Forum' to 'Questions from the Public' to be raised at a second meeting. This has been done.

22. Any other items which the Chairman has decided are urgent owing to special circumstances

None.

The Chairman moved that the press and public be excluded from the remainder of the meeting because of the confidential nature of the business to be transacted.