

Snodland Town Council – Policy and Resources

25 August 2022

Committee Members in attendance:	Cllrs J Butterfield (C), Mrs S Bell, P Hickmott Ms D King and D Lettington
Non Committee Members in attendance:	Mr A Bennison
Committee Members Absent with apologies:	Mrs N Misy, Mrs K Mordecai-Woolf, Mrs S Shaw and Mrs V Lawrence
Committee Members Absent without apologies:	W Mallard
Council Staff Present:	Mrs K Sowten (CEO)
Members of the public:	1 member of the public present

1.	<u>Apologies for absence</u> see above
2.	<u>Declaration of Interests</u> None
3.	<u>Minutes - To agree the minutes of the meeting held on 30 June 2022</u> The minutes of the meeting held on the 30 June 2022 were agreed as a true record.
4.	<u>Questions from the Public</u> <i>Pursuant to Standing Order 3 e & g Members of the public may make representation, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public shall not speak for more than 3 minutes</i> No questions were raised from the member of the public present
5.	<u>Audit Trail to be given by a Councillor</u> Cllr Hickmott reported that he had done a follow up review of the Cemetery administration and was much happier with the new invoice processes that had been put in place. Cllr Lettington agreed to carry out the next audit.
6.	<u>Financial Review</u> A copy of the financial review was sent out to members of the committee prior to the meeting, a copy is available on file. No Comments were made by Councillors. The CEO reported that there was no concern regarding aged Debtors. One comment was made regarding a Customer “Unknown” The CEO advised that she had checked this and it was for a Cemetery payment and and she was investigating why it had come up as unknown

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7. 0934	<p><u>To consider a grant application from Community Cycleworks</u></p> <p>The committee considered a grant application from Community Cycleworks and agreed that this was a worthwhile cause, which has seen a lot of time invested into the cycletrack by Community Cycleworks. This money would be from STC grant funding allocation which would normally have been spent on Summer Playschemes run by TMBC, who have not applied for funding this year.</p> <p>RESOLVED to approve the grant application for £2600 from Community Cycleworks.</p>
8. 0935	<p><u>To approve weekly BACS payment for the Pump Track project.</u></p> <p>The CEO advised that the contractor for the pump track would be issuing equal weekly invoices for the work on the pump track, which would need to be approved immediately to ensure regular payments could be made.</p> <p>RESOLVED to authorise the CEO to make equal weekly payments to the Pump Track Contractor upon receipt of an invoice, which would be formally approved at the next appropriate meeting.</p>
9.	<p><u>Correspondence</u></p> <p>None</p>
<p>THE COMMITTEE HAS AGREED That in view of the business about to be transacted, it is advisable in the public interest that the press and public be Temporarily excluded and they are instructed to withdraw.</p>	
10. 0936	<p><u>To discuss Tenancy at Brooklands Café (Peridise)</u></p> <p>A discussion took place regarding the prospective replacement tenant for the Café.</p> <p>RESOLVED to carry out financial checks on the prospective replacement tenant for Peridise and report back at the next appropriate meeting.</p>

There being no other business, the meeting closed at 19:55