



**SANDGATE PARISH COUNCIL**  
**Minutes of a meeting of the Resources Committee held on**  
**Tuesday 11<sup>th</sup> February 2020 at 6.00 pm**

**Present: Chairman**  
**Councillors**  
**Clerk**

**Councillor Robert Bliss**  
**Nina Bliss, Tim Prater, Tracy Stephens and Adrian Watts**  
**S Horton**

The meeting commenced at 6.00pm

There were no members of the public present.

1. **Apologies for absence** – Councillor’s Michael Fitch & Guy Valentine-Neale
2. **Declarations of Interest**– Councillor Prater declared a pecuniary interest in item 10 and took no part in discussion of that item. Councillor Watts declared a non-pecuniary interest in item 8 and took no part in discussion of that Item.
3. **Minutes** – The Minutes of the previous meeting of the Committee were approved as a correct record and signed by the Chairman. Proposed Councillor Stephens. Seconded Councillor Prater.
4. **Sandgate Park:**  
The RFO provided an update on the following
  - 4.1 **Multi Use Games Area** – RFO requested to contact Harmers regarding weed treatment of the Tennis Court and to review cracks in the playing surface.
  - 4.2 **Play equipment** – The replacement play equipment is being installed in late March.
  - 4.3 **Fitness equipment** – nothing new to report
  - 4.4 **Caretaker’s report** – nothing new to report.
  - 4.5 **Furniture and signage** – nothing new to report.
  - 4.6 **Dog run** – nothing new to report.
  - 4.7 **Boules pitch**– RFO reported that Harmers will be maintaining the playing area before Easter.
  - 4.8 **Car park** – RFO has made random visits to the park and advised there was no evidence currently of misuse taking place in the car park.
  - 4.9 **Toilets** - RFO requested to ask Harmers to ensure the portable toilets are re-installed before Easter.
5. **2019-20 budget** – the RFO presented the usual reports on payments made, bank reconciliation statement and budget monitor. RFO was requested to investigate how VAT due for refund was being reported. The RFO noted the availability of funds within the Office Equipment budget to replace the broken office shredder (£149) and replace two PC screens (Estimated £300). Proposed by Councillor N Bliss Seconded Councillor Prater
6. **Granville Road toilets and kiosk (including lease review)** RFO reported the current position regarding the lease renewal. Councillor Prater advised that he would contact FHDC requesting a response to our Solicitors enquiries.
7. **Sir John Moore Library** – RFO reported that he had been unable to speak with the Taylor Wimpey contact. Councillor Bliss reported that he understood that there may be an opportunity to meet with Taylor Wimpey shortly and that he understood that issues with both water and electricity for the building continue.
8. **Riveria Court: Maintenance of boarding.** Councillor Prater updated the committee with his understanding of this matter. This matter will be fully discussed with Parish Council on 18<sup>th</sup> February 20.

## 9. **Banking/Investment.**

The RFO updated the Committee regarding Metro Bank and the Charity Bank of Tonbridge. It was resolved that we should continue with our attempts to open an account with Metro Bank. The Signatories to the account (any 2 of 4 to sign cheques) will be:

Councillor Tim Prater

Councillor Adrian Watts

Parish Clerk Gaye Thomas

Deputy Clerk and Responsible Finance Officer Simon Horton

Electronic Banking Payments will be made by either:

Parish Clerk Gaye Thomas

Deputy Clerk and Responsible Finance Officer Simon Horton

Proposed Councillor Bliss. Seconded Councillor Stephens.

- 10. Parish Council Website and Hosting** - The RFO reported that we had received a quote from Prater Raines to take over the web hosting which was substantially below the quote of £975 from our current provider. Mindful that the website needs to be updated it was suggested that a change of provider at reduced cost was a sensible approach.

Proposed Councillor Watts. Seconded Councillor R Bliss

- 11. Easter Event – Purchase of Easter Eggs** Councillor Stephens advised the committee about an Easter Event being held on Sunday 12<sup>th</sup> April between 11am and 3PM around Sandgate Village and the beach. We considered a request to fund the purchase of 300 Easter Eggs at cost of £105.00 which was approved – utilising Events Budget. Clerk was requested to liaise with Councillor Prater and Councillor Stephens regarding advertising the event. Proposed by Councillor N Bliss Seconded Councillor Watts

- 12. Site transfers from Folkestone and Hythe District Councils** – RFO reported the current position. It is anticipated that the transfers will take place post 1<sup>st</sup> April. RFO was instructed to request FHDC to provide the legal packs for consideration by the committee before we consider appointing solicitors. The RFO was further instructed once the transfers are completed to review Signage needs and replacement goal posts in Golden Valley

- 13 Library use by the local community** – The committee discussed promoting utilisation of the Library outside of normal opening hours. It was agreed that if requests were received we would need to have a member of staff in attendance and a charge of £20 per hour be made. The charge would provide a contribution towards costs and would be subject to periodic review. Proposed by Councillor R Bliss Seconded by Councillor N Bliss

## 14. **Correspondence:**

a/ Email from Hopkins Training regarding Defibrillator aftercare package. RFO was requested to confirm this was a renewal and arrange a training session and seek attendance by local businesses.

b/ Email regarding Sandgate Walking Tours. Councillor Prater updated the committee regarding discussions about this concept. It was agreed that we should request 10 pairs of tickets and support the concept with £200 from the business support budget and £100 from the grants budget. We would further support through promotion through the parish website/other channels. Proposed by Councillor Prater Seconded by Councillor N Bliss

c/ Email regarding Electric Vehicle charging points. RFO was requested to approach FHDC and ask if a charging point in Sandgate Park could be considered.

d/ Email regarding VE/VJ day flags. The committee considered the quote for flags and approved the lower of the 2 quotes. Chairman's allowance to be utilised Proposed by Councillor R Bliss Seconded by Councillor Prater

e/ Email regarding fitness equipment in Sandgate Park. RFO had circulated the email prior to the meeting to enable the councillors to view the additional equipment mentioned by a local resident. RFO was instructed to respond to the email.

**15. Information** – Nothing to report.

**Date of next meeting** – Tuesday 3rd March 2020 at 5pm

The meeting ended at 7.55 pm.

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Signed by the Chairman, Resources Committee

Date.....