

Snodland Town Council – Policy and Resources

16 January 2020

Committee Members present:	Cllrs J Butterfield (VC), P Hickmott, Mrs S Bell, Ms J Ayers, Ms A Barden, A Bension, Mrs D Crook, A Keeley, W Mallard, Mrs K Mordecai-Woolf and Miss L West
Council Members present:	Mrs K Sowten (CEO), Miss E Jones
Members of the public:	None

1.	<p><u>Apologies for absence</u></p> <p>In the absence of the the Chairman, the Vice Chair, Cllr J Butterfield chaired the meeting.</p> <p>Apologies were received from Cllrs Mrs D King (C), J Minter, Mrs N Misy and Mrs S S Shaw.</p>
2.	<p><u>Declaration of Interests</u></p> <p>There were no declarations of interest.</p>
3.	<p><u>Minutes - To agree the minutes of the meeting held on 20th November 2019</u></p> <p>The minutes of the meeting held on 20th November 2019 were agreed as a correct record.</p>
4.	<p><u>Questions from the public</u></p> <p><i>Pursuant to Standing Order 3 e & g Members of the public may take representation, answer are advised that 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></p>
5.	<p><u>To consider and if agreed, approve the outright purchase of the company vehicle</u></p> <p>The CEO advised that this item had already been discussed at the previous Policy and Resources meeting and after making enquiries with regard to purchasing the Council vehicle, she advised the Committee that she had been told by the leasing company that in order to acquire it, it would need to be purchased from a third party. She advised that the vehicle is currently 3 years old and had carried out 10,000 miles. The total cost of the vehicle was £11773.46 plus VAT. The CEO advised that the vehicle had a few damages and the leasing company would apply severe financial penalties because of this. The CEO advised that there were sufficient funds in the capital reserves. The Provision of £6,000 pa to be earmarked in future budgets for another vehicle. It was agreed that as the mileage was low for a 3 year vehicle, it would provide the Council with a good service for quite a few years to come.</p>

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	<p>The CEO advised the Committee that a third party, who is VAT registered, had agreed to purchase the vehicle on the Council's behalf and the Committee agreed to this.</p> <p>RECOMMEND – to approve the outright purchase of the company vehicle at a cost of £11773.46 plus VAT.</p>
<p>6.</p> <p>0570</p>	<p><u>To consider and if agreed, approve the Budget for 2020/21 – Appendix 1</u></p> <p>All the Committee members were given copies of the budget and accompanying notes. The CEO reported that she had made one alteration since the last meeting. This was to the war memorial item whereby she had entered the war memorial as an income rather than an expenditure. In order to rectify it, she removed £400.00 from the vandalism expenditure.</p> <p>The CEO advised the following increases/decreases in expenditure and income:</p> <ul style="list-style-type: none"> • salary increases have not been confirmed but were estimated at 3%; • computer expenditure had remained the same as last year; • telephone costs had increased due to the mobile phone contract and the installation of broadband at the pavilion café for the CCTV; • photocopier lease was due for renewal later this year but photocopy expenses should decrease with future agendas and minutes being displayed on screen by the overhead projector; • Pavilion Café rental income had increased due to its market value and new tenant; • Income increase from the hire of the Moyeuve-Grande Suite; • 3G was as at full capacity through the winter months; • Remembrance expenditure was increased to take into account the VE day celebrations taking place in May 2020; • Christmas lights expenditure increased due to the the new hire costs; • streetlights new LED bulb efficiency had cut expenditure in half and these would be installed in the 3G; • no provision had been made for the public conveniences as arrangements have still not been finalised. <p>The CEO advised that the precept from Tonbridge and Malling was £317,025 giving an increase in council tax of 0.95 pence (£82.43) for every band D household.</p> <p>RESOLVED – to accept the Budget for 2020/21.</p>

There being no other business, the meeting closed at 8.07pm.