

Swanley Town Council

Civic Centre, St Marys Road, Swanley, Kent, BR8 7BU

Tel: 01322 611663

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 21st February 2018

Present: Chair Cllr M Horwood, Cllr L Ball, Cllr L Dyball, Cllr M Hogg, Cllr R Morris, Cllr T Searles, Cllr V Southern

Also Present: Cllr P Darrington

Officers: CEO - Steve Nash,
RFO - Steve Innes
Democratic Services Officer - Barbara Playfoot

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST

None Received

10384 MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 24th January 2018

APPROVED

10385 TO RECEIVE THE MONTHLY FINANCES

- The RFO took several questions from Councillors regarding the reports.
- Cllr Southern queried the Civic Centre Income and Expenditure report in particular the payments made for the LINK services, the RFO explained how the figure was obtained. Cllr Southern also asked why several codes did not compare favourably with the budget, the RFO explained that budget set in Jan 2017 was not realistic and this has been considered when setting 2018/19 budgets.
- Cllr Ball asked if the insurance premium had been reduced and that the cover was adequate as per the Internal Auditors report. The CEO confirmed that the premium had been reduced and the cover had not been compromised.
- Cllr Southern also asked if the RFO could supply a breakdown of the sponsorship figures for the next meeting, Cllr Morris suggested that it would be helpful to produce a Profit & Loss balance sheet for each event.
- Cllr Horwood asked for a breakdown of the Woodlands recharge, the RFO has agreed to email the figures to Cllr Horwood.
- Both Cllr Southern and Cllr Horwood said that they had heard good comments regarding the Alexandra Suite. Cllr Hogg agreed that he had experienced good service first hand, he went on to ask if there was a marketing plan to encourage more functions to be held at the venue. The CEO explained that he had attended a network meeting and had secured some future bookings and rental of office space, also there was a social media campaign ongoing to promote all the venues and events, residents

were posting good comments regarding their experiences when attending various functions/events which was very encouraging.

- Cllr Southern said he was very pleased to see that the bar purchases and bar sales at the Olympic were now matching. The CEO commented that the bar prices between the Alexandra Suite and the Olympic had now been rationalised. Cllr Horwood commented that the Olympic finances were encouraging. Cllr Southern also commented that the council finances were much better than in previous years and congratulated the CEO and RFO on their works. Cllr Horwood also backed this comment
- The RFO then brought the meeting up to date with the Creditors and Debtors comparing the figures with this month 2017. The meeting unanimously thanked the RFO on his good work and agreed that the council finances were in a far healthier state now than they have been for a long time

RESOLVED: To accept reports A/B/C/D/E/F/G

Date of next meeting – 21st March 2018

MEETING CLOSED AT 20.10

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 611663 or snash@swanleytowncouncil.gov.uk

Committee Members:

(Chair) Cllr M Horwood, (Vice Chair) Cllr V Southern, Cllr L Ball, Cllr L Dyball, Cllr M Hogg, Cllr R Morris, Cllr T Searles