

Swanley Town Council

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

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POLICY AND FINANCE

MINUTES

Wednesday 17th July 2019

Present: Chair Cllr M Horwood, Cllr J Barnes, Cllr G Darrington, Cllr P Darrington, Cllr J Domigan, Cllr C Lee, Cllr V Letchford, Cllr J Tuckfield

Also Present: Cllr S Andrews, Cllr L Ball, Cllr C Barnes, Cllr L Dyball, Cllr M Foster, Cllr J Griffiths, Cllr T Searles, Cllr A Skipper

Officers: CEO - Steve Nash,
Park Director – Ryan Hayman
Democratic Services Officer - Barbara Playfoot

Public Participation

None

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST

None

10763 MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 19th June 2019.

APPROVED

10764 TO RECEIVE THE MONTHLY FINANCES

- Cllr G Darrington queried why there was a low income for Swanley in Bloom. The CEO said that the sponsorship invoices had not been actioned to date but the funding had been received from CBRE. Cllr G Darrington also queried the legal fees figure. The CEO explained that the sum was made up of various items including the Woodlands sale and the transfer of land under 106 agreements.
- Cllr Searles asked why the commission for the Luna cinema was not showing in the Civic income. The CEO explained that this would now show in the Park income going forward. Cllr Horwood commented that the Alexandra income was going in the right direction but, did query the cost of renovation which will be shared by the RFO
- Cllr G Darrington asked why the salary expenditure had increased, the CEO explained as the Alexandra has more functions it requires more staff to cover the duties.

- Cllr Horwood said that Olympic balance sheets were slipping back into the red. The CEO explained that there had been some one off costs which included renovations and inflated staff costs. (Redundancy for a member of staff that had completed their maternity leave)
- Cllr G Darrington asked why the catering income was down on last year. The CEO explained that last year there were some long term contracts that required tea/coffee/breakfast which have since terminated their contracts however, this now should show an increased income going forward with functions booked over the summer and up to/including Christmas.
- The Park Director explained that the monthly finance report shows the differences of actual income/expenditure at the same time of year. A lot of the fluctuation in figures actually reflects the changes in the weather. Although the figures are not consistent the Park revenue is up by £23,000 on this time last year. He went on to report that there will be increased rent revenue from the Great Outdoors who now have a bigger area so more children can be catered for and also the Café will be paying more as they to have a larger area to operate from.

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

10765 TO RECEIVE FINAL INTERNAL AUDIT REPORT

To note the comments of the internal auditor following his internal audit and year-end report

Cllr Horwood did note the Internal Auditors comment on the RFO's excellent book keeping.

NOTED

10766 LCRS

To approve the LRCS Risk assessment

RESOLVED – LRCS Risk assessment approved

10767 COMMUNITY RAIL NETWORK

To consider a contribution to the Community Rail Network

RESOLVED - £3000 contribution approved with the proviso that the Community Rail Network provide a report on their review of Swanley

Date of next meeting – 18th September 2019

MEETING CLOSED AT 21.56

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