

Swanley Town Council

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

Tel: 01322 665855

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 5th October 2022

Present:

Members	Present	Apologies	Reason
Chair: Cllr M Horwood	✓		
Deputy Chair: Cllr V Letchford		✓	Holiday
Cllr C Barnes		✓	Illness
Cllr J Barnes	✓		
Cllr G Darrington	✓		
Cllr J Domigan	✓		
Cllr C Lee	✓		
Cllr J Tuckfield		✓	Illness

Also Present: Cllr S Andrews, Cllr L Ball, Cllr P Darrington, Cllr J Griffiths

Officers: Chief Executive Officer (CEO) – Ryan Hayman
Executive Assistant – Tracey Bayliss
Responsible Finance Office (RFO) – Steve Innes

Public: None present.

11752 APOLOGIES FOR ABSENCE

Cllr C Barnes, Cllr V Letchford, Cllr J Tuckfield

11753 MINUTES OF PREVIOUS MEETING

To approve as correct the Minutes of the Meetings held on Wednesday 20th July 2022.

APPROVED & SIGNED

11754 DECLARATIONS OF INTEREST

NONE

11755 TO RECEIVE THE MONTHLY FINANCES

Civic Centre: It was asked when the next precept tranche was expected. RFO confirmed that it was received on the 30th September and it will show in next months' report.

Olympic: RFO noted that October's figures will show a spend of £5,000 due to the front doors being replaced.

Swanley Park: Chair of Policy & Finance noted that August was a very successful month for the park, in particular the Pedalos and Soft Play which continue to make a regular monthly return. CEO noted that 4710 Car Parking income was £105,000 at the last count.

Housing Stock: It was mentioned that one of the properties had paid a full year's rent in advance and this will reflect in future months' figures. RFO confirmed that everything is up-to-date and any gaps in payments have been resolved.

Estates: CEO mentioned that there are some vehicle repairs needed for one of the vehicles which will show in September if it is able to be repaired. If it is unrepairable then we would potentially need to buy a new vehicle and start implementing our electric vehicle strategy slightly earlier than anticipated. 7307 Vehicle Leasing for the tipper lorry is going to be reduced to £250 going forward which will mean we end up owning the vehicle. Currently, we are paying enough to hand the vehicle back and it has had to be re-leased to pay off the last portion – that will expire in 48 months time.

Creditors/Debtors: RFO mentioned that there are some outstanding payments. One debtor has been contacted and they have confirmed the payment is enroute and the other is delayed due to the school holidays but are being actively chased for payment.

Projects: It was mentioned that the Alexandra Suite toilet upgrade is expected to be an overspend. It was asked if the budget showed a final figure for the project or if there is an outstanding invoice in the system. RFO confirmed that if the status shows complete then everything has been paid and there are no outstanding payments.

Jubilee Fireworks/FunFest: It was mentioned that feedback regarding the toilets from the event is that there were not enough and potentially we could look at increasing that in the budget next year. CEO confirmed that budgets in general for this event in general would need to be increased, possibly setting aside at least an additional £5,000 to subsidise the event.

- **RESOLVED – accepted reports A/B/C/D/E/F/G/H/I/J/K/L**

Date of next meeting – Wednesday 19th October 2022

MEETING CLOSED AT 20:58

SIGNED:

19/10/2022

**Cllr M Horwood
Chair of Policy and Finance**