

Swanley Town Council

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

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www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 20th July 2022

Present:

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

Also Present: Cllr L Ball, Cllr P Darrington, Cllr T Searles

Officers: Chief Executive Officer (CEO) – Ryan Hayman
Executive Assistant – Tracey Bayliss

Public: None

11725 APOLOGIES FOR ABSENCE

Cllr J Tuckfield

11726 MINUTES OF PREVIOUS MEETING

To approve as correct the Minutes of the Meetings held on Wednesday 22nd June 2022.

APPROVED & SIGNED

11727 DECLARATIONS OF INTEREST

None

11728 TO RECEIVE THE MONTHLY FINANCES

Civic Centre: 5020 Equipment/Machinery – it was asked what the £1,305.29 spend related to. CEO confirmed that it was for the Hybrid conference room equipment.

Olympic: 7800 Repairs and Maintenance – it was asked what the £719.50 spend related to. CEO confirmed that it was various jobs at the Olympic.

Swanley Park: 4703 Pedalos Swans – it was asked if this section included the Flamingos. It was confirmed it did and the description needed adjusting to reflect this.

Housing Stock: It was asked why the was being underpaid on one of the properties. CEO confirmed that it was due to a different way of paying the annual charges which are deducted from the rent. This has been paid one year upfront rather than monthly.

It was asked if new tenants had moved in for July. CEO confirmed that new tenants moved in on 18th July.

Chair of Policy & Finance mentioned that it had previously been agreed for the rent to be attributed in the normal finances but putting the expenditure as it is, so it would read £1,250 in May's income and in expenditure it should read as £615 to make it clear and ensure it tallies up.

Estates: 7307 Vehicle Leasing – CEO mentioned that the vehicle leasing agreement is due to end in April 2023. The leasing company are in conversation regarding this now due to the lead time of vehicles to replace it. STC to not own the vehicle at the end of the leasing term as it was not part of the leasing deal. The leasing company are performing a condition survey on the vehicle to see if there is any equity left in it which could potentially be reinvested into a new vehicle, or we may choose to keep hold of it and pay it off. We are looking by 2030 to go all electric as a fleet so that will play a part in the thought process.

Creditors/Debtors: Chair of Policy & Finance mentioned that there was no creditors/debtors report. It was noted that the RFO would produce this report on his return from holiday alongside responses to any outstanding points raised at the meeting.

Payments Out: 09/06/2022 – IBL Catering – Swanley Park Café – It was asked what the payment of £2,044 was for. Chair of Policy & Finance confirmed it was the recharge amount for customers ordering food at The Barnyard soft play.

20/06/2022 – Selco Trade Centres Ltd – It was asked what the £3,132 payment was for. It was confirmed that it was for mainly the block paving for paths.

20/06/2022 – Wardle Marine Services – It was asked what the £2,187 payment was for. It was confirmed that this payment was for the materials for the work on the jetty

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

Date of next meeting – Wednesday 5th October 2022

MEETING CLOSED AT 20:27

SIGNED:

05/10/2022

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