

Swanley Town Council

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

Tel: 01322 665855

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 21st February 2024

Present:

Members	Present	Apologies	Reason
Chair: Cllr G Darrington	✓		
Deputy Chair: Cllr P Brown	✓		
Cllr C Barnes	✓		
Cllr P Darrington	✓		
Cllr C Morgan		✓	Personal Circumstances
Cllr C Prestedge	✓		
Cllr E Uttley	✓		
Cllr R Wood	✓		

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

Also Present: Cllr S Durden

Public: NONE PRESENT

MEETING COMMENCED: 19:33

12177 APOLOGIES FOR ABSENCE

Cllr C Morgan

12178 DECLARATIONS OF INTEREST

NONE

12179 MINUTES OF PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 17th January 2024.

APPROVED AND SIGNED

12180 TO RECEIVE THE MONTHLY FINANCES

Swanley Park

4703 – Leisure Pedalos - It was noted that the Pedalos were now back up and running after the winter break and it was good to see them generating income once again.

7831 – Cess Pit – It was noted that there was an overspend and it was asked when the sewerage connection work would commence. The CEO reported that there had been a slight delay to the start of this work due to licencing but is commencing on 26th February.

Housing Stock

The RFO was thanked for his clear and concise information on the housing stock statement of accounts.

4042 Rent – Property #3 – It was noted that there was a rental income shortfall of £4,100. The RFO reported that this was currently being rectified.

4043 Rent – Property #4 – It was noted that the rent had been returned to £1,250 as opposed to £1,200 which was welcomed.

Debtors and Creditors

RFO mentioned that the outstanding amount of £1,400 for Grace Place Community Church has now been brought up to date.

Projects

It was mentioned that from April 2024 the projects worksheet will be replaced with the five-year maintenance plan and will be in a different format.

It was mentioned that the project for the refurbishment to the bar area to Alexandra Suite and Pavilion was overspent by £437.12. RFO confirmed that this was due to increased costs for the reupholstery for the furniture.

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

Date of next meeting – Wednesday 20th March 2024

MEETING CLOSED AT: 19:45

SIGNED:

20/03/2024

**Cllr G Darrington
Chair of Policy and Finance**