

**Deal Town Council**  
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**The minutes of the Finance and General Purposes Committee meeting  
 held on 11<sup>th</sup> July 2016 in Deal Town Hall chamber starting at 7.15pm**

**Present:**

- |                             |                    |
|-----------------------------|--------------------|
| Cllr B Bano – Chairman      | Cllr D Cronk       |
| Cllr C Hartley – Vice Chair | Cllr Mrs M Burnham |
| Cllr W Elliott              | Cllr M Eddy        |
| Cllr K Lee                  | Cllr D Bond        |
| Cllr T Bond                 | Cllr D Harper      |

**Officers:**

- Jul Bone - Responsible Finance Officer/Deputy Town Clerk
- Una Finch - Mayor's Secretary

**Others: 2 members of public**

1.	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and advised of the fire evacuation instructions.	Actions
2.	<b>Apologies for absence:</b> Cllr B Frost Cllr L Butler	
3.	<b>Declarations of interest:</b> None.	
4.	<b>Minutes of the previous Finance and General Purposes meeting held on 21<sup>st</sup> June 2016:</b> RESOLVED: To confirm the minutes of the previous meeting held on the 21 <sup>st</sup> June 2016 as a true and accurate record. (P)DC (S) ME All agreed. The Chairman then duly signed the minutes.	
5.	<b>Public Participation:</b> None	
	<b>Responsible Finance Officer's Report:</b> Following discussions with the RFO on the delivery of the Holocaust Memorial Stone it was suggested that a suitable inauguration ceremony, expected to be in November, should be considered and for the RFO to report on a suitable budget to Full Council in September. RESOLVED: Members agreed to note the report. (P)DC (S)TB All agreed	RFO
7.	<b>Finance:</b> (i) Income & Expenditure figures to 30 <sup>th</sup> June 2016. RESOLVED: to note the report. (P) TB (S) KL All Agreed. Following discussions with the RFO Members RESOLVED: for a quarterly report on the profit and loss of the VIC to be reported back to F&GP. The reporting frequency to be reviewed when the new software platform is available. (P) ME (S) DC All Agreed. (ii) Full Bank reconciliation to 30 <sup>th</sup> June 2016. RESOLVED: to note the report. (P) ME (S) DC All Agreed.	RFO
8.	<b>Undercroft Update:</b> Following a presentation by the RFO on the various options discussed with Gianni Simone, Senior Heritage Officer from DDC, members considered the response from the Heritage Officer and RESOLVED: To pursue the Iron Railings and Gates option with detailed design and costings to be taken to a future Full Council meeting. It was further	RFO Town Clerk

*BWBano*

	agreed to a press release to give the public an opportunity to raise any concerns with the Council (P) ME (S) WE All agreed	
9.	<b>Bank Holiday Use of Town Hall:</b> Members RESOLVED: to allow use of the Town Hall on Monday 1 <sup>st</sup> May 2017 for a wedding. (P) DC (S) ME All agreed.	Event's Manager
10.	<b>Allotments:</b> Following a discussion Members RESOLVED: not to give funding towards a banner and prize tokens to Great Mongeham Horticultural Society, however they would offer help advertising the event. (P) DC (S) TB All agreed	RFO/ Town Clerk
11.	<b>Visitor Information Centre Ticket sales:</b> Members RESOLVED: to note the report on the commission levels received from ticket sales by Deal Town Council. (P)MB (S) ME all agreed.	
12.	<b>Public Conveniences:</b> 8:00 Cllr B Bano left the meeting and Cllr C Hartley took the chair. 8:03 Cllr B Bano returned to the meeting and took the chair. (i) <b>Service Level Agreement 2016/17</b> - Following discussion Members RESOLVED: to accept the Service Level Agreement 2016/17 subject to amendment of the closing times for the King Street Public Conveniences. It was agreed to delegate authority to the RFO to negotiate extending the closing time to a later time between 17:00hrs and 21:00hrs, if this is not possible then to revert back to the original 21.00hrs as previously agreed. (P) TB (S) ME All agreed. It was further RESOLVED: for the Town Clerk to sign the Service Level Agreement 2016/17 subject to conclusion of the negotiation regarding closing times. (P) DC (S) ME All agreed (ii) <b>Cleaning Contract 2017-2020</b> - Following discussion Members RESOLVED: To accept option 1 with the following amendments:- <ul style="list-style-type: none"> <li>• A later closing time for the King Street Public Conveniences.</li> <li>• Any penalty fees due in relation to the King Street, South Street or Victoria Park are to be paid to DTC</li> <li>• DTC not to pay NNDR (rates) for any of the sites</li> </ul> (P) WE (S) DC All agreed	RFO  Town Clerk  RFO
	Date of next meeting: 12 <sup>th</sup> September 2016. The chairman closed the meeting at 8.15pm.	

