

## RAMSGATE TOWN COUNCIL

### Minutes of the Council Meeting duly convened and held in the Council Chamber, Albion House, Albion Place, Ramsgate on 6 July 2009

Present: Councillors Byne, Carr, Dark, Doyle, Fenner, Green, Hoult, Kirby, Landi, Moore, O'Donnell, Poole, Todd, and Ward.

Thanet District Council Officers present: Harvey Patterson, Head of Legal and Democratic Services and Monitoring Officer

Eileen Richford, Senior Democratic Services Officer

#### 17 APOLOGIES

Apologies were received from Councillor Nicholson.

#### 18 DECLARATIONS OF INTEREST

Councillors Byne, Carr, Dark, Doyle, Fenner, Green, Hoult, Kirby, Landi, Moore, O'Donnell, Poole, Todd, and Ward declared a personal non-prejudicial interest in Item 10 Members' Allowances.

#### 19 MINUTES

The minutes of the Annual meeting of Council held on 15 June 2009 were agreed.

#### 20 MATTERS ARISING FROM THE MINUTES

Members were advised that the letter to Thanet District Council, as detailed at minute no; 11, would be sent as soon as possible.

#### 21 AMENDED STANDING ORDERS AS AGREED BY ANNUAL COUNCIL

Council received the amended Standing orders agreed by Council at the Annual Meeting held on 15 June 2009.


Members noted that so far as the proposed quorum of ten was concerned, representations had been received from KALC that the terms of Paragraph 12 of Schedule 12 of the Local Government Act 1972 limits the Town Council to a quorum of six.

In the opinion of the Head of Legal Services, TDC, the statutory provisions set an attendance minima, of at least one third of the members of the Council (i.e. six) below which (but subject to some relieving provisions if more than one third of members are disqualified at the same time) business may not be transacted. However, this would not prevent the Council deciding that it will not transact any business unless a greater number of members are present, for example, ten members.

Council resolved that the amended Standing Orders for Ramsgate Town Council be noted and approved with quorum for meetings remaining at 10 Members.

#### 22 TOWN MAYOR'S REPORT

The Mayor, Councillor Green, reported that the month of June 2009 had been a good month for Ramsgate beginning with the inaugural meeting of the Town Council and finishing with the successful Ramsgate Rocks. He had found being Mayor a new and pleasurable experience and had attended a variety of functions.

Chairman's Initials


Good news for Ramsgate was the reopening of Harvey's restaurant (opened by the Mayor), the Woolworths building about to be occupied by a new '99p' store, the reopening of the Ramsgate Maritime Museum (the Mayor praised the hard work of the Trust, Thanet District Council, District and County Councillors in achieving this) and the work which was about to start on the 'Serbia' tug.

The Mayor had also attended the 'Triangle Awards' ceremony which recognises the achievements of young people, the raising of the Standard to mark Armed forces Day, the Choral Society at the Marlowe Academy, the Civic Service which involved the blessing of fishing boats at Folkestone and the St Lawrence Junior School speech day.

The Mayor advised Members that the first meeting of the Mayor's Charity Committee was to be held and would set the programme of charitable events.

The Mayor had met with Roy Dexter, Town Clerk for Broadstairs and St Peters Parish Council, Ramsgate Carnival Committee and also with Mark Seed, Director of Environmental Services, TDC. The meeting with Mark Seed had been to raise issues concerning cleansing of the parks and seashores.

Members agreed that the Deputy Mayor would also give a report to Council as from the next meeting in September 2009. The Deputy Mayor advised that he was happy to do this.

23 **CONSTITUTION OF COMMITTEES 2009/10 AND TERMS OF REFERENCE –  
PLANNING COMMITTEE, FINANCE AND GENERAL PURPOSES COMMITTEE AND  
ALLOTMENTS COMMITTEE**

Members considered the report which had the proposed Terms of Reference for the Planning and Conservation Committee, the Finance and General Purposes Committee and the Town Improvement Committee appended. Members noted that allotments fell within the terms of reference for the proposed Town Improvement Committee.

Council was also asked to appoint members to the Committees it established. The Council was not subject to formal political balance requirements so it was not a requirement for group leaders to give notice of the formation of a party group to the Clerk and for members, if they join a party group, to also give notice of that fact to the Clerk. Nevertheless, observing the principle political balance would be viewed as best practice and accordingly, based on the current political complexion of the Council, it was recommended that the following simple principles be approved.

Total Number of Committee Members	Number of Conservative Members	Number of Independent Members	Number of Labour Members
5	2	1	2
7	3	1	3

Following debate Council resolved that;

Ramsgate Town Council approves the terms or reference for the Finance & General Purposes Committee, Planning & Conservation Committee and Town Improvement Committee with the following amendments;

Terms of Reference for the Finance and General Purposes Committee

Membership total to be 7 with quorum to be 4 members of the committee.

Remove point 10 (removal will pass the responsibility for determining applications for community grants to full Council), and re-number subsequent points.

Chairman's Initials
DLC

Terms of Reference for the Town Improvement committee

Membership total to be 7 with quorum to be 4 members of the committee.

Additional term of reference to be added;

“Responsible for the process and practice of consultations with persons living or working in the administration area of the Ramsgate Town Council upon the decisions of Council”

And

Council appoints members to each of its Committees as detailed below;

Planning & Conservation Committee

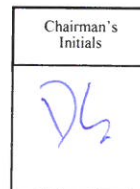
Councillors Doyle, Green, Kirby, Moore, O'Donnell, Poole and Todd.

Finance and General Purposes Committee

Councillors Byne, Carr, Hoult, Kirby, Moore, Nicholson and Ward.

Town Improvement Committee

Councillors Byne, Dark, Fenner, Landi, O'Donnell, Rogers and Ward.




24 **CALENDAR OF MEETINGS 2009-10**

As the terms of reference for the Council's Standing Committees had been agreed it was considered to be appropriate that consideration be given to fixing meeting dates for each Committee for the remainder of the year. A draft calendar was attached as Appendix 5 to the report.

Following debate Council resolved that the Calendar of Meetings 2009-10 be agreed as amended below;

**RAMSGATE TOWN COUNCIL**  
**CALENDAR OF MEETINGS 2009/10**

<b>2009</b>	<b>2010</b>
<p><b><u>May 2009</u></b> No meetings.</p> <p><b><u>June 2009</u></b> Mon 15 Inaugural Meeting of the Town Council</p> <p><b><u>July 2009</u></b> Mon 06 Council Tues 14 Finance &amp; General Purposes Cttee Mon 20 Town Improvement Committee Mon 27 Planning &amp; Conservation Cttee</p> <p><b><u>August 2009</u></b> No meetings to be scheduled.</p> <p><b><u>September 2009</u></b> Mon 07 Council Mon 21 Town Improvement Committee Mon 28 Planning &amp; Conservation Cttee</p> <p><b><u>October 2009</u></b> Mon 05 Council Mon 19 Town Improvement Committee Mon 26 Planning &amp; Conservation Cttee</p> <p><b><u>November 2009</u></b> Mon 02 Council Mon 16 Town Improvement Committee Mon 30 Planning &amp; Conservation Cttee</p> <p><b><u>December 2009</u></b> No meetings to be scheduled.</p> <hr/> <p><b>NB:</b></p> <hr/> <p>Meetings will normally commence at 7.00 pm.</p>	<p><b><u>January 2010</u></b> Mon 04 Council Mon 18 Town Improvement Committee Mon 25 Planning &amp; Conservation Cttee</p> <p><b><u>February 2010</u></b> Mon 01 Council Mon 15 Town Improvement Committee Mon 22 Planning &amp; Conservation Cttee</p> <p><b><u>March 2010</u></b> Mon 01 Council Mon 15 Town Improvement Committee Mon 22 Planning &amp; Conservation Cttee</p> <p><b><u>April 2010</u></b> Mon 05 Council Mon 19 Town Improvement Committee Mon 26 Planning &amp; Conservation Cttee</p> <p><b><u>May 2010</u></b> Tues 04 Council Mon 17 Town Improvement Committee Mon 24 Planning &amp; Conservation Cttee</p>

Chairman's Initials


25 **SETTING THE PRECEPT**

Members noted that in the years of inception of a new Parish Council the establishing authority builds an estimated budget for the new Council, records that amount in the Establishment Order and (in its capacity as the Council tax billing authority) anticipates a precept for that that amount and then bills Council tax payer accordingly.

In the case of Ramsgate Town Council the amount placed in the Establishment Order was £165,036.00. This amount had been anticipated by Thanet District Council and billed to the Ramsgate Council Tax payers.

The Council had six months from the date of establishment to set a precept - which may be in any amount not exceeding the sum in the Establishment Order. If the Council decided to set a precept less than £165,036.00, TDC would not re-bill in the adjusted amount due to the significant costs involved. The original amounts would continue to be lawfully due and the surplus produced would be carried forward and credited against the **2010/11** precept. The precept would normally be paid over to the Town Council in two six monthly tranches

The Council deferred setting a precept at the last meeting as it wanted to consider the budget build supporting the amount given in the Establishment Order. There were three distinct elements comprising:-

- (i) The draft budget for 2009/10 of the former Charter Trustees (including an element for the employment of a clerk);
- (ii) The amount that TDC considered that it would need for the costs of managing the Town Council's Allotments for 2009/10. (This amount would be deducted at source by TDC and the Council would receive the net sum); and
- (iii) An additional amount to meet the election costs of the new parish council.**

The Director of Finance & Corporate Services had been asked to provide a copy of the detailed budget break down and this was distributed at the meeting. Subject to members being satisfied with this, having regard to the advice of NALC and the fact that any decision by the Council in relation to the precept would not affect the amount of Council Tax paid by residents in the current financial year, it was recommended that the Council sets a precept for the full amount shown in the Establishment Order.

Following debate Council resolved that;

The report of the Head of Legal Services be noted

And

The precept for the Town Council for financial year 2009/10 be set at £165,036.00 and that Thanet District Council be notified accordingly.

26 **MEMBERS' ALLOWANCES**

Members were advised that the East Kent Joint Independent Remuneration Panel, hosted by Dover District Council, was meeting in July 2009 to conclude its report and recommendations to the Town and Parish Councils established in East Kent.

Consequently, it was not possible for the Town Council to consider setting a Chairman's Basic Allowance, a Parish Basic Allowance or any Travel and subsistence Allowances until the Independent Panel had reported. As there was no Council meeting in August, the report and recommendations of the Independent Panel would be presented to Council for consideration in September 2009.

Chairman's Initials
Dh.

It was however possible to determine whether to establish a Civic Allowance and the amount of that allowance at this meeting of Council. It was noted that the Mayor would incur civic expenses so it was recommended that Council approved the establishment of a Civic Allowance and determined the amount.

Following debate Council resolved that;

Pursuant to Section 15(4) of the Local Government Act 1972 the Mayor receives an allowance of £14,302.00 in respect of the Council Year 2009/10 as necessary to defray the expenses of his office.

And

Council considers the payment of allowances to other members of the Council when it has received the report of the East Kent Joint Independent Remuneration Panel.

27 **QUESTIONS FROM MEMBERS OF THE PUBLIC – TO DISCUSS ARRANGEMENTS FOR THIS ITEM ON FORTHCOMING AGENDAS**

Following debate Council resolved that;

The item 'Questions from Members of the Public' be placed early on each agenda of Council.

Questions to be submitted in writing and within a deadline of receipt.

Any question asked by a member of the public attending a meeting of Council (but not submitted in writing) be responded to in writing and reported back to the following meeting of Council.

28 **RECRUITMENT OF CLERK**

The Chairman reported that he had received advice to recruit a Clerk to Council as a matter of urgency. It was therefore noted that this would be the first item to be considered by the Finance and General Purposes Committee at its meeting to be held on 14 July 2009.

29 **DATE OF NEXT MEETING**

Members noted that the next meeting of council would be Monday 7 September 2009.

Meeting concluded at 9.00pm.



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Chairman – 7 September 2009