

RAMSGATE TOWN COUNCIL

Minutes of the Annual Council Meeting duly convened and held in the Council Chamber, Albion House, Albion Place, Ramsgate on 15 June 2009

Present: Councillors Byne, Carr, Dark, Doyle, Fenner, Green, Hoult, Kirby, Landi, Moore, Nicholson, O'Donnell, 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

HARVEY PATTERSON, TDC, IN THE CHAIR

01 ELECTION OF MAYOR TO HOLD OFFICE OF CHAIRMAN

Councillor Kirby nominated Councillor Doyle. The nomination was seconded by Councillor Carr.

Councillor O'Donnell nominated Councillor Hoult. The nomination was seconded by Councillor Green.

Councillor Ward nominated Councillor Green. The nomination was seconded by Councillor Nicholson.

As there were three nominations eliminating votes were taken and Councillor Hoult was eliminated from the nominations.

A second vote was taken which resulted in equal numbers for Councillors Doyle and Green.

Both Councillors Doyle and Green gave a three minute address to Council on how they understood the role of Mayor and the contribution they would hope to make to civic life in the coming year.

A further vote was taken and it was resolved that Councillor Green be elected Mayor to hold the office of Chairman.

02 DECLARATION OF ACCEPTANCE OF OFFICE BY MAYOR

Council received the Declaration of Acceptance of Office from the elected Mayor, Councillor Green. The Mayor received the Mayoral chain from Councillor Dark, the outgoing Mayor.

The Mayor addressed Council making a short acceptance speech thanking Council for its support. He said that Ramsgate was a beautiful town and he and his wife had been impressed by the friendliness of the people on their arrival in the town twelve years ago. He also said that he would give his full support to the town.

The Mayor made a presentation of the Past Mayors Badge of Office to Councillor Dark.

Chairman's
Initials

THE MAYOR, COUNCILLOR GREEN, IN THE CHAIR

03 APPOINTMENT OF DEPUTY MAYOR TO HOLD THE OFFICE OF VICE CHAIRMAN

Councillor Kirby nominated Councillor Hoult. The nomination was seconded by Councillor Ward and it was resolved that Councillor Hoult be elected Deputy Mayor to hold the office of Vice-Chairman.

04 DECLARATION OF ACCEPTANCE OF OFFICE BY DEPUTY MAYOR

Council received the Declaration of Acceptance of Office from the elected Deputy Mayor, Councillor Hoult.

The Deputy Mayor addressed Council making a short acceptance speech thanking Members for voting for him. He said that he was very pleased and grateful and that it was a new beginning. He said that Council would work together as one.

05 APOLOGIES

Apologies were received from Councillors Poole and Rogers.

06 STYLE OF COUNCIL

Harvey Patterson, Head of Legal and Democratic Services and Monitoring Officer, TDC, introduced his report to Members advising that it was Council's decision on the adoption of a style or name for Council.

Various choices were considered – Ramsgate Parish Council, Ramsgate Town Council, Ramsgate Community Council, Ramsgate Village Council or Ramsgate Neighbourhood Council.

Moved by Councillor Nicholson, seconded by Councillor Landi and resolved that the style of Ramsgate Town Council be adopted.

07 ESTABLISHMENT OF COMMITTEES

Harvey Patterson advised Members that Ramsgate Town Council was a statutory consultee for all Ramsgate area planning applications submitted to Thanet District Council and recommended that Council agree to set up a Planning Committee.

Members noted that if it was agreed to establish a Planning Committee then the Terms of Reference would be brought before Council at its next meeting.

Moved by Councillor Nicholson, seconded by Councillor Ward and resolved that a Planning Committee and a Finance and General Purposes Committee both be established.

Moved by Councillor Kirby, seconded by Councillor Ward and resolved that an Allotments Committee be established.

Moved by Councillor Kirby, seconded by Councillor Ward and resolved that the number of Members to serve on the Planning Committee be seven.

Councillor Ward requested that it be noted for the record that Council did not agree to the number of Members serving on the Finance and General Purposes Committee and the Allotments Committee to be five.

Chairman's Initials
DG.

08 APPOINTMENT TO OUTSIDE BODIES

Council agreed to affiliate with the Association of Charter Trustee Towns and Charter Town Councils and noted that the annual subscription would be circa £150.00.

Council agreed to affiliate with the National Association of Local Councils and Kent Association of Local Councils and noted that the annual subscription would be circa £1845.07. Members were advised that two representatives for the Council could be appointed to the Area Committee and these appointments are detailed in the table below.

Council agreed to affiliate with the Confederation of Cinque Ports.

Members also agreed the following schedule of appointments to Outside Bodies for 2009/10;

Name of Outside Body	No of Reps	Representatives	Expiry Date
Twinning Association	2	Councillor Dark Councillor Doyle	May 2010
Kent International Airport Consultative Committee	1	Councillor Nicholson	May 2010
National Association of Local Councils and Kent Association of Local Councils Area Committee	2	Councillor Landi Councillor Ward	May 2010

09 ADOPTION OF CODE OF CONDUCT FOR ELECTED AND CO-OPTED MEMBERS

Harvey Patterson advised Council that it was a requirement of law to adopt the Code but Members were not being asked to add to it.

Council were advised that they did not need to adopt the following points but it was recommended that they do so;

7(1) When reaching decisions on any matter you must have regard any relevant advice provided to you by the Clerk to the Council where that officer is acting pursuant to his or her statutory duties.

7(2) you must give reasons for your decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by the Council.

Members noted that in 2007 a clause was inserted with reference to prejudicial interests as detailed below;

12(2) Where you have a prejudicial interest in any business of the Council, you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Members welcomed the fact that further training was to be provided for District Councillors which could possibly include Parish / Town councillors and that Harvey Patterson would provide training for Ramsgate Town Council Members at Albion House.

Chairman's
Initials

DG.

Moved by Councillor Carr, seconded by Councillor Ward and resolved that the Code of Conduct for Elected and Co-opted Members be adopted in its entirety.

10 ADOPTION OF STANDING ORDERS

Members were advised that the Standing Orders provided in the agenda were based on the Association model.

Council resolved that the Ramsgate Town Council Standing Orders be adopted with the following amendments;

Meetings to be held on the first Monday of each month excluding August and December.

Meetings to commence at 19.00hrs.

Quorum for meetings of the Council to be one half of the total membership.

12.6 Amended to read: Questions from the Public to be limited to a maximum of five minutes per question.

13.5 Amended to read: No speech by a mover of a resolution shall exceed three minutes and no other speech shall exceed three minutes except by consent of the Council.

11 ACCOMMODATION ARRANGEMENTS

Members noted that Albion House was on the Asset Disposal Register of Thanet District Council. Ramsgate Town Council would continue to hold its meetings at Albion House, at least temporarily, but would need to reopen negotiations with the District Council.

Members raised concerns about the state of repair of Albion House and the Council Chamber. It was noted that the Charter trustees had offered the District Council fifty percent of the cost to decorate the Council Chamber but had received no response.

Moved by Councillor Ward, seconded by Councillor Landi and resolved that a letter be sent to Thanet District Council raising the issue of the state of repair of Albion House and to make a further offer to pay fifty percent of the cost to redecorate the Council Chamber. The Finance and General Purposes Committee to look into the matter of accommodation and bring its findings back to Council.

12 BANKING ARRANGEMENTS AND APPOINTMENT OF AUTHORISED SIGNATORIES

The Mayor's Secretary, Janet Dale, advised Council that five signatories were required and any two of the five were able to sign cheques on behalf of the Council.

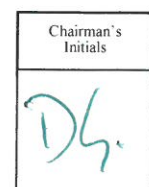
The bank was in the process of transferring everything over to the new name on the accounts which would be 'Ramsgate Town Council'.

Council resolved that the five signatories would be;

The presiding Mayor – in this case Councillor Green.

The presiding Deputy Mayor – in this case Councillor Hoult.

Councillor Nicholson.



Councillor Kirby.

Councillor Doyle.

13 APPOINTMENT OF INTERNAL AUDITOR

Moved by Councillor Green, seconded by Councillor Ward and resolved that Dudley Gore and Co. be appointed as Internal Auditor.

14 INSURANCE ARRANGEMENTS IN RESPECT OF TRANSFERRED ASSETS

The Mayor's Secretary, Janet Dale, advised Council that assets were currently insured under the term 'Parish Council'. To change this the insurers required copy of the minutes from the Annual meeting.

Moved by Councillor Green, seconded by Councillor Ward and resolved that copy of the minutes from the Annual meeting of Council be forwarded to the insurers.

15 SETTING A PRECEPT FOR FINANCIAL YEAR 2009-10

Harvey Patterson advised Council that Thanet District Council had assessed the precept to be £165,036.00 and was collecting this via the Council Tax bills.

The Town Council had six months to set a precept which should not be more than the figure assessed by the District Council.

Moved by Councillor Green, seconded by Councillor Ward and resolved that the setting of a precept be deferred to the next meeting of Council.

16 RESOLUTION TO EXCLUDE THE PUBLIC

Pursuant to Sections 1(2) of the Public bodies (Admission to Meetings) Act 1960 Council could resolve to exclude the public during the consideration of items 16.1 and 16.2 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

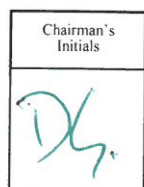
Council resolved not to exclude the public for items 16.1 and 16.2.

16.1 APPOINTMENT OF CLERK TO COUNCIL

Members considered the draft Contract of Employment and Job Description which was based on the model contract agreed by the National Association of Local Councils.

It was noted that a clerk would be needed approximately two days per week and that guidance of the National and Kent Associations of Local Councils was recommended.

Moved by Councillor Nicholson, seconded by Councillor Landi and resolved that the Finance and General Purposes Committee look into the appointment of Clerk to Council with the guidance of the National and Kent Associations of Local Councils and report back to Council.



16.2 **INTERIM ASSISTANCE FROM THANET DISTRICT COUNCIL**

It was noted that use of current resources should be looked into, those being Mayor's Secretary and Town Sergeant, before engaging assistance from the District Council.

Moved by Councillor Nicholson, seconded by Councillor Fenner and resolved that the Finance and General Purposes Committee look into the issues raised and report back to Council.

Meeting concluded at 8.55pm.



Chairman - 6 July 2009