



Dear Councillor,

I hereby invite you to attend the Annual Meeting for the Town Council to be held in the Council Chamber, The Custom House, on Wednesday 1<sup>st</sup> May 2024 at 7pm for the purpose of transacting the following business.

Yours sincerely,

*Laura Fidler*

Town Clerk & Responsible Finance Officer

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## **RAMSGATE TOWN COUNCIL** **AGENDA**

**Meeting:** Full Council

**Venue:** The Council Chamber, The Custom House, Harbour Parade, Ramsgate, CT11 8LP

**Membership:** All Councillors

**Date:** 1<sup>st</sup> May 2024 at 7pm

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1. **APOLOGIES**

To receive and approve apologies for absence from Members of the Council.

2. **DECLARATIONS OF INTEREST**

To receive declarations of interest in respect of items on the agenda. Councillors are reminded to declare any dispensations granted.

**Note:** Members are asked to be aware of Standing Order 8 Voting on Appointments:

- a *When voting on appointments, all nominations will be received. Councillors will be asked to vote on each candidate that has been nominated and seconded, in the order of nominations received. Where there are two nominations only, the candidate with the most votes will be elected. Where there are more than two nominations, the candidate with the most votes will be elected unless no candidate receives an absolute majority of those voting, then the candidate receiving the lowest number of votes will be removed and voting repeated. (Addition 29.06.22 Minute 138/22)*
- b *Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their*

*favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. The process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the Chair of the meeting.*

**3. ELECTION OF CHAIR FOR 2024/25**

To elect a Chair for 2024/25 Council year. The Chair will then read out and sign a Declaration of Acceptance of Office and take the chair.

**4. ELECTION OF VICE CHAIR FOR 2024/25**

To elect a Vice Chair for 2024/25 Council year. The Vice Chair will then read out and sign a Declaration of Acceptance of Office.

**5. ELECTION OF MAYOR FOR 2024/25**

To elect the Worshipful The Mayor of Ramsgate for 2024/25. The Mayor will then:

- (i) Adjourn to the office to receive the Mayor's Chain & Badge. In a year when the current Mayor is re-elected they will stay in the Council Chamber (no un-chaining/re-chaining).
- (ii) Read and sign the Declaration of Acceptance of Office and Oath of Office.
- (iii) Appoint their Chaplain (faith leader)
- (iv) Appoint their Consort/Mayoress (Town Sergeant to put the Mayoress/Consort's badge on, if the appointee is present)
- (v) Give thanks to the previous Mayor and Escort and present a past-Mayor's badge and past Escorts Badge.

**6. ELECTION OF THE DEPUTY MAYOR FOR 2024/25**

To elect the Deputy Mayor for 2024/25. The Deputy Mayor will then read out and sign a Declaration of Acceptance of Office and receive the badge of office from the Town Sergeant.

**7. COMMITTEES**

Council is asked to appoint Chairs, Vice Chairs for the following Committees:

- (i) Finance & General Purposes.
- (ii) Planning & Infrastructure Committee
- (iii) Town Promotion
- (iv) The Council is asked to note the Committee Membership & Terms of Reference will remain the same for the Committee meetings in May, there will then be an opportunity to consider these in detail at the Council meeting on 29<sup>th</sup> May 2024.

**8. MINUTES**

Approve the Minutes of the Ordinary meeting of the Council held 24<sup>th</sup> April 2024 (minutes 056/23 to 066/23) as a true record. Only questions of record may be considered.

**9. POLICIES & PROCEDURES**

- (i) To approved the Standing Orders of the Council.
- (ii) To approve the Financial Regulations of the Council.
- (iii) To note the Code of Conduct for Members. Please be aware that a new Parish Council version is currently being considered by the Kent Secretaries Group and will be brought forward for adoption when confirmed.

**10. CALENDAR OF MEETINGS**

To approve the schedule of meetings for the ensuing Council year.

11. **DATE & TIME OF NEXT MEETING**

Wednesday 29<sup>th</sup> May 2024 at 7pm (Ordinary Meeting). This meeting will primarily address outstanding matters as detailed in Standing Order 5.

**At the conclusion of the meeting the members are cordially invited to stay for refreshments and a toast to the ensuing Council year.**