



Dear Councillor,

I hereby invite you to attend an Ordinary Meeting of the Town Council to be held in the Council Chamber, Custom House, on Wednesday 25<sup>th</sup> June 2025 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 Custom House, Harbour Parade, Ramsgate, CT11 8LP  
**Membership:** All Councillors  
**Date:** Wednesday 25<sup>th</sup> June 2025 at 7pm

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Prior to the meeting commencing Cllr Shonk will take the Declaration of Acceptance of Office.

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.
3. **PUBLIC PARTICIPATION**
  - (i) **PUBLIC REQUESTS TO SPEAK**  
To be in writing prior to the meeting. Three questions in total permitted and a maximum of 15 minutes overall to be spent on this item.
  - (ii) **REPORT FROM COUNTY COUNCILLORS ON MATTERS DIRECTLY RELATED TO RAMSGATE**  
NB. Updates received at the meeting can only be noted.
4. **MINUTES OF COUNCIL MEETINGS**  
To approve the Minutes of Council held on 28<sup>th</sup> May 2025 (Minutes: 119/25 – 130/25)  
Only questions of record may be considered

## 5. **FINANCES**

- (i) To receive a report of payments; Council is asked to note the payments authorised by the Town Clerk & RFO between 1st to 30<sup>th</sup> June 2025, totalling £14,627.12 and approve the payments above the threshold delegated to the Town Clerk & RFO between 1st and 30<sup>th</sup> June 2025, totalling £62,496.07.
- (ii) To receive and note the “Financial Statement – Cash Book” for the 2024/2025 financial year (the details contained therein informed the Annual Governance & Accountability Return).
- (iii) As per the Financial Regulations, please consider and reconfirm that staff salary payments should continue to be made by BACs.
- (iv) As per the Financial Regulations, please consider and confirm that payment by variable direct debit is acceptable in relation to payments for electricity, gas, water, internet/telephone, HR, photocopier and leased vehicle.
- (v) To consider the findings of the review of effectiveness of the system of internal control (Page 3 of the Annual Governance & Accountability Return for the year ended 31<sup>st</sup> March 2025), and a covering letter from the internal auditor.
- (vi) To review and approve the Risk Register for year ending 31<sup>st</sup> March 2025.
- (vii) To approve the Annual Governance Statement by resolution (Section 1 / Page 4 of the Annual Governance & Accountability Return for the year ended 31<sup>st</sup> March 2025).
- (viii) To approve the Accounting Statements for 2024/2025 (Section 2 / Page 5 of the Annual Governance & Accountability Return for the year ended 31<sup>st</sup> March 2025).
- (ix) To nominate a councillor to undertake Financial Regulation 2.6:  
*“At least once in each quarter, and at each financial year end, a member other than the Chair or a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the Finance Officer. The member shall sign and date the reconciliations and the original bank statements (or similar document) as evidence of this. This activity, including any exceptions, shall be reported to and noted by the Finance & General Purposes Committee.”*

Items (v) to (viii) are set out as prescribed by the external auditor.

## 6. **COMMITTEE MINUTES**

To note the following Committee Minutes (for approval by the respective committees):

- (i) Planning & Infrastructure Cttee 4<sup>th</sup> June 2025 (Minutes: 131/25 – 137/25).
- (ii) Asset Management Cttee 10<sup>th</sup> June 2025 (Minutes: 138/25 – 145/25).
- (iii) Town Promotion Cttee 11<sup>th</sup> June 2025 (Minutes: 146/25 – 154/25).

## 7. **MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT (MHCLG) PLAN FOR NEIGHBOURHOODS AREAS**

To receive a letter from TDC inviting Council to nominate a representative to be on the Ramsgate Neighbourhood Board. Council to decide upon whether to nominate a representative. A response to the question of whether a substitute can be nominated is awaited, the Council is asked to also nominate a substitute in case this is permissible.

## 8. **DATE & TIME OF NEXT MEETING**

Wednesday 30<sup>th</sup> July 2025 at 7pm.