



Dear Councillor,

I hereby invite you to attend an Ordinary Meeting of the Town Council to be held in the **Main Hall, Radford House**, on Thursday 27th June 2024 at 7pm for the purpose of transacting the following business.

Yours sincerely,

Laura Fidler

Town Clerk & Responsible Finance Officer

RAMSGATE TOWN COUNCIL
AGENDA

Meeting: Full Council

Venue: Radford House, 18-20 Effingham Street, Ramsgate, CT11 9AT

Membership: All Councillors

Date: Thursday 27th June 2024 at 7pm

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 the Annual Meeting of the Council held on the 29th May 2024 (Minutes 117/24 – 128/24).

Only questions of record may be considered

5 FINANCES (INCL. GRANTS)

- (i) To receive a report of payments; Council is asked to note the payments authorised by the Town Clerk & RFO between 1st May to 30th June 2024, totalling £17,319.55 and approve the payments above the threshold delegated to the Town Clerk & RFO between 1st and 31st May 2024, totalling £54,985.67.
- (ii) To receive a report from Miss E Richford, Deputy Town Clerk, and consider the two grant application forms detailed therein that are returned to the Council for consideration.
- (iii) To receive and note the “Financial Statement – Cash Book” for the 2023/2024 financial year (the details contained therein informed the Annual Governance & Accountability Return).
- (iv) As per the Financial Regulations, please consider and reconfirm that staff salary payments should continue to be made by BACs.
- (v) 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.
- (vi) 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 31st March 2024), and a covering letter from the internal auditor.
- (vii) To review and approve the Risk Register for year ending 31st March 2024.
- (viii) To approve the Annual Governance Statement by resolution (Section 1 / Page 4 of the Annual Governance & Accountability Return for the year ended 31st March 2024).
- (ix) To approve the Accounting Statements for 2023/2024 (Section 2 / Page 5 of the Annual Governance & Accountability Return for the year ended 31st March 2024).

Items (vi) to (ix) 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) Approved Planning Committee 8th May 2024
- (ii) Draft Finance & General Purposes Committee 22nd May 2024
- (iii) Draft Town Promotion Committee 5th June 2024
- (iv) Draft Planning & Infrastructure Committee 12th June 2024

7. HIGHWAYS IMPROVEMENT PLAN

Members are asked to consider if re-instatement of a Highways Improvement Plan Working Group would be beneficial to help progress this project, a draft proposal for the Group is attached.

8. DEFIBRILLATORS

To receive a written report from Miss L Fidler, Town Clerk, and consider the motion contained therein from the Chair of the Council for a project to increase defibrillators across the town.

9. WESTERN UNDERCLIFF SEASONAL FACILITIES

To receive a written report from Miss L Fidler, Town Clerk, and consider the quote contained therein to provide seasonal facilities at the Western Undercliff.

10. CONFIDENTIAL ITEM

(i) EXCLUSION OF THE PUBLIC & PRESS

It is recommended that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

(ii) CUSTOM HOUSE REPAIRS

To receive a report from Miss L Fidler, Town Clerk, and note the correspondence contained therein. It is recommended that this matter be considered confidentially due to the Lease and quote to be discussed.

11. DATE & TIME OF NEXT MEETING

Wednesday 28th June 2024 at 7pm.