



Dear Councillor,

I hereby invite you to attend an Ordinary Meeting of the Town Council to be held in the Council Chamber, The Custom House, on Wednesday 29<sup>th</sup> June 2022 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:** Wednesday 29<sup>th</sup> June 2022 at 7pm

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 DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO RAMSGATE**

(iii) **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 Ordinary meeting of the Council held on 25<sup>th</sup> May 2022 (minutes 104/22 to 113/22) as a true record. Only questions of record may be considered.

**5. COMMITTEES**

- (i) To consider appointing a Vice Chair for the Town Promotion Committee.
- (ii) To receive and consider a written report from Miss L Fidler, Town Clerk & RFO, regarding voting on appointments.

**6. FINANCES (INCL. GRANTS)**

- (i) To receive a report of payments; the Council is asked to note the payments authorised by the Town Clerk & RFO and approve the payments above the threshold delegated to the Town Clerk & RFO.
- (ii) To receive a written report from Miss L Fidler, Town Clerk & RFO, regarding authorisation of Radford House Project Manager invoices, and authorisation of work to be funded by the Architectural Heritage Fund Project Development Grant.
- (iii) As per the Financial Regulations Council is asked to reconfirm that staff salary payments should continue to be made by BACs.
- (iv) As per Financial Regulations Council is asked to reconfirm that payment by variable direct debit is acceptable in relation to payments for electricity, gas, water, internet/broadband, phone charges, IT, HR & HS support, photocopier contract, Vehicle tax, fuel, Technician orders (Screwfix) and Security monitoring.
- (v) To receive and note the “Financial Statement – Cash Book” for the 2021/2022 financial year (the details contained therein informed the Annual Governance & Accountability Return).
- (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 31<sup>st</sup> March 2022), and a covering letter from the internal auditor.
- (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 2022).
- (viii) To approve the Accounting Statements for 2021/2022 (Section 2 / Page 5 of the Annual Governance & Accountability Return for the year ended 31<sup>st</sup> March 2022).
- (ix) To review and approve the Financial Risk Assessment.
- (x) To receive a written report from the Miss L Fidler, Town Clerk & RFO regarding the role of the Independent Internal Auditor.
- (xi) To receive a written report from Mrs E Richford, Deputy Town Clerk, regarding the Ramsgate Fund and consider the application contained therein, along with the request to vary the project timeline for a previous application.

NB. Please be aware that Items (v) to (vii) have been set out in a specific order as prescribed by the External Auditor.

**7. OPEN SPACES & BINS**

- (i) To receive a written report from Miss L Fidler, Town Clerk & RFO, regarding pocket parks.
- (ii) To receive a written report from Miss L Fidler, Town Clerk & RFO, regarding a request from TDC in respect of town centre bins.

**8. CONFIDENTIAL MATTERS**

**(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) ASSETS**

**a) ALBION GARDENS**

To receive a written report from Miss L Fidler, Town Clerk & RFO, regarding the transfer of Albion Gardens. It is recommended that this matter be considered confidentially due to the contract negotiation to be discussed.

**b) LIFT**

To receive a verbal report from Cllr S Albon regarding the seafront Lift. It is recommended that this matter be considered confidentially due to the contract negotiation to be discussed. Two condition survey's from TDC are enclosed. It is recommended that this matter be considered confidentially due to the contract negotiation to be discussed.

**c) LAND ADJACENT TO CHILTON LANE WEST ALLOTMENTS**

To receive a written report from Miss L Fidler, Town Clerk & RFO, and consider the recommendation contained therein from the Finance & General Purposes Committee. It is recommended that this matter be considered confidentially due to the contract negotiation to be discussed.

**d) THE CUSTOM HOUSE**

**d.1** To receive a written report from Miss L Fidler, Town Clerk & RFO, and consider the counter-proposal contained therein from the Landlord of The Custom House. It is recommended that this matter be considered confidentially due to the contract negotiation to be discussed.

**d.2** To receive a written report from Miss E Richford, Deputy Town Clerk, and consider the proposal contained therein relating to a former tenant of The Custom House. It is recommended that this matter be considered confidentially due to the financial agreement under negotiation.

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

Wednesday 27<sup>th</sup> July 2022 at 7pm