



Dear Councillor,

I hereby invite you to attend a Finance & General Purposes Committee Meeting to be held in the Council Chamber, The Custom House, on Wednesday 5<sup>th</sup> April 2023 at 8.00pm (at the conclusion of the Council meeting at 7.00pm) 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:** Finance and General Purposes Committee  
**Venue:** The Council Chamber, The Custom House, Harbour Parade  
**Membership:** Committee Members (all sixteen councillors)  
**Date:** Wednesday 5<sup>th</sup> April 2023  
**Time:** 8pm

1. **APOLOGIES**  
To receive and approve any apologies for absence from Members of the Committee.
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. **MINUTES**  
Approve the minutes of the Ordinary meeting of the Finance & General Purposes Committee held on 23<sup>rd</sup> November 2022 (minutes 237/23 to 243/23) as a true record.  
Only questions of record may be considered.
4. **FINANCE & BUDGET**
  - (i) To receive a written report from Miss E Richford, Deputy Town Clerk & Finance Officer, detailing budget expenditure (appendix to report) for September 2022 – March 2023 (Members should note that this is not to be considered as the complete end of year information) and to consider one funding application from Ramsgate Small Business Group deferred by Council on 29<sup>th</sup> March 2023.
  - (ii) To consider a quote from Standard Heritage to undertake a Heat Loss Energy Investigate at The Custom House. This quote is above officers delegated powers to approve. The expenditure can be covered by The Custom House's Repairs & Maintenance Budget.

**5. HUMAN RESOURCES**

- (i) To consider and approve an internal / external recruitment policy.
- (ii) To approve the Job Description and Person Specification for the proposed Office Administrator.

**6. TECHNICIAN'S FLEET**

To receive a report from Miss L Fidler, Town Clerk & RFO, and consider the options contained therein and how to proceed.

**7. EVENTS EQUIPMENT**

To receive a report from Miss L Fidler, Town Clerk & RFO, regarding the former REO Events Equipment, and consider the questions contained therein.

**8. CLIMATE CHANGE WORKING GROUP**

To receive and note the following Working Group minutes:

- (i) 23rd June 2022
- (ii) 20<sup>th</sup> October 2022
- (iii) 8<sup>th</sup> December 2022
- (iv) 9<sup>th</sup> March 2023
- (v) To consider the report "Proposition to support the Ramsgate Society" and the following recommendations from March's Group Meeting:
  - a. The Climate Change Task Group recommends to Full Council that Ramsgate Town Council supports this event.
  - b. The Ramsgate Society can apply through the Ramsgate/Events Fund to help finance the event. [This will be addressed by the Council if/when this application is received].
  - c. The Radford House Events Coordinator to be contacted to check for availability and for comments on the event.

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

To be confirmed after the Annual Meeting of the Council.