



RAMSGATE TOWN COUNCIL

Minutes of the Asset Management Committee Meeting

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

Date: Wednesday 9th September 2026 at 7pm.

Present: Councillors: Albon, Austin, Green, Hudson, Moore, Nixey (Chair), Ovenden and Shonk.

Also in attendance:

Miss L Fidler, Town Clerk & Responsible Financial Officer (Minutes)

Mrs S Lewis, Allotment Officer

251/26 **APOLOGIES**

Apologies were received and accepted from Councillors Crittenden (personal commitment), Hetherington (personal commitment), Huxley (personal commitment), Wing (unwell) and Young (Agreed extension of absence). No apologies received from Cllrs Ara, Driver & Makinson.

252/25 **DECLARATIONS OF INTEREST**

None declared.

253/25 **MINUTES**

Members received the Minutes of the meeting of the Asset Management Committee held on 24th June 2026 (minutes 166/26 – 173/26).

RESOLUTION: The Minutes were approved as a true and accurate record and signed.

254/25 **ALLOTMENTS**

Members received written reports from Mr D Williams, Deputy Town Clerk & Compliance Officer and Mrs S Lewis, Allotment Officer, on the following matters:

(i) Allotment Waiting List and Vacancy Update

Members received a progress report on the waiting list and vacancies for the allotments. Members were asked to note the report.

RESOLUTION: The report was noted.

(ii) Allotment Taps

Members received an update on the proposed allotment tap works. The removal of taps at Chilton Lane West had been scheduled for October 2026, with plot holders to be notified before the work commenced. Members also considered a revised map showing the proposed relocation of four new taps at Chilton Lane East, following concerns that the previously proposed locations would have had limited accessibility.

RESOLUTION: The committee agreed the relocated placement of the taps at Chilton Lane East, as shown on the revised site map.

(iii) Allotment Rule Amendments

Members received a report setting out proposed amendments to the Allotment Rules and Allotment Appeals Procedure. The proposed amendments included provisions relating to theft and unauthorised entry onto plots, compliance with the Equality Act 2010, clarification of permitted raised-bed dimensions and reasonable adjustments, and clarification that an appeal would review the original decision using information available before the termination decision was made.

RESOLUTION: The committee agreed to:

- a) adopt the proposed amendments to the Allotment Rules; and**
- b) adopt the proposed amendments to the Allotment Appeals Procedure.**

(iv) Allotments CCTV

Members received a report on options for extending CCTV provision to Cemetery Gates East and West, Jackey Bakers and Margate Road allotment sites. Members considered mains-powered and solar-powered systems, together with indicative capital and ongoing costs, environmental considerations, operational requirements, cyber-security, data-protection obligations and the need for site-specific surveys and quotations.

The report identified solar-powered CCTV as the preferred option on cost, climate and environmental grounds, subject to confirmation of reliable year-round performance, battery capacity, connectivity, maintenance, cyber-security and data-protection compliance.

RESOLUTION: The committee agreed to:

- a) progress the solar-powered CCTV option for further investigation;**
- b) authorise officers to identify the most suitable CCTV locations at each allotment site and obtain firm quotations for the equipment, installation and ongoing costs;**
- c) authorise officers to update the Council's CCTV Policy to reflect the proposed allotment CCTV provision; and**
- d) require the final costings and revised CCTV Policy to be brought back to the Committee for approval before any commitment was made.**

255/26

INSURANCE

Members received a report from Miss L Fidler, Town Clerk & RFO, concerning the Council's insurance renewal for 2026/27 and the specialist construction insurance arrangements required for the Radford House refurbishment.

Members considered whether to proceed with the planned insurance tender exercise or maintain the existing arrangements with Zurich Municipal for a further year. The report explained that Zurich's ability to

provide works-in-progress and existing-structure cover for the Radford House refurbishment was linked to renewal of the Council's main insurance programme. Members noted the potential risks, additional costs and administrative complexity that could arise if the Council changed insurers during the live construction project.

RESOLUTION: The Committee agreed to:

- a) **Defer the full insurance tender exercise until the 2027/28 renewal; and**
- b) **Authorise officers to negotiate a one-year renewal with Zurich Municipal, covering the period to September 2027, to preserve continuity of the Radford House construction insurance arrangements.**

256/26

CONFIDENTIAL ITEMS

- (i) It was 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.

RESOLUTION: That the press and the public be excluded for the following items of business.

- (ii) **CUSTOM HOUSE**

Members received a progress report from Miss L Fidler, Town Clerk & RFO, including a condition survey and schedule of repair works prepared by Mr S Rigden of Urban Surveying & Design Ltd.

Members noted the work undertaken to date in relation to the Custom House terracotta repairs, the involvement of Mr Rigden in developing the repairs programme and liaising with the landlord, and the proposed phased approach to the works. The proposed programme would prioritise further terracotta repairs to the front elevation and repairs to the rear boundary wall during 2026/27, with a larger programme to be developed and budgeted for during 2027/28 and 2028/29.

RESOLUTION: The committee agreed to:

- a) **Note the work undertaken to date in relation to the Custom House terracotta repairs;**
- b) **Note the involvement of Mr Scott Rigden and Urban Surveying & Design Ltd in developing the repairs programme and liaising with the landlord; and**
- c) **Support the proposed phased approach of undertaking priority terracotta and rear boundary wall repairs during 2026/27, with a larger repair programme to be developed for 2027/28 and 2028/29.**

257/26

DATE & TIME OF NEXT MEETING

Wednesday 11th November 2026 at 7pm.