RAMSGATE TOWN COUNCIL

Minutes of the Ordinary Meeting of the Finance & General Purposes Committee Meeting

Venue: The Council Chamber, The Custom House, Harbour Parade, Ramsgate
Date: Wednesday 8th July 2026 at 7pm
Present: Councillors Green (Chair), Albon, Austin, Hetherington and Makinson.

Also in attendance:
Cllr Shonk, observer
Miss L Fidler, Town Clerk & RFO

189/26 APOLOGIES

Apologies were received and accepted from Cllr Crittenden (personal commitment), Cllr Hudson (personal commitment) and Cllr Young (approved absence). No apologies were received from Cllr Driver.

190/26 DECLARATIONS OF INTEREST

There were no declarations of interest.

191/26 PREVIOUS MINUTES

Members received and considered the draft Minutes of the Ordinary meeting of the Finance & General Purposes Committee held on 8th April 2026 (minutes 087/26 to 096/26). Only questions of record were considered.

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

192/26 ACCOUNTS & BUDGETS

(i) Members received the statement of accounts for 2025/2026 and a covering report from Miss L Fidler, Town Clerk & RFO, and considered where the surplus from 2025/2026 should be vired.

RESOLUTION: To recommend to Council the following virements relating to the unallocated balance brought forward:

a. Increase the "Subscriptions & Membership Budget" by £395
b. Increase "Meeting Expenses" by £150
c. Increase "HR & H&S Support" by £150
d. The remainder of the balance brought forward, £86,796.0, to be moved to the "General Reserves Budget"

(ii) Members received and considered the Receipts & Payments to 30th June 2026 and General Reserves Report to 31st May 2026, noting that these documents were draft.

RESOLUTION: This information as noted.

193/26 WORKING GROUPS

Members received a report from Mr D Williams, Deputy Town Clerk & Compliance Officer, on the working group arrangements.

RESOLUTIONS:

(i) **Management of the Climate Change Task Group was approved as per the report (incl. Terms of Reference, membership and meeting dates).**
(ii) **The Chair of the Climate Change Task Group will be Cllr Austin, and the Vice Chair Cllr Ovenden.**
(iii) **The amended terms of reference for the Grant Scrutiny Panel were approved.**
(iv) **The Grant Scrutiny Panel Members will remain Cllrs Hetherington, Hudon, Moore & Nixey.**

194/26 **<u>GRANT PROCEDURE</u>**

Members received a report from Mr D Williams, Deputy Town Clerk & Compliance Officer, regarding changes to the Grant Funding Returns Form and Criteria.

RESOLUTIONS:
(i) **The disclaimer for the Grant Funding Policy was approved.**
(ii) **The draft changes to the Grant Return Form were approved**
(iii) **Anchor Funding return forms will be reviewed by the Grant Scrutiny Panel, with the Panel making recommendations to the Town Promotion Committee on whether funding should continue.**

195/26 **<u>CLIMATE CHANGE TASK GROUP</u>**

(i) Members received the Climate Change Task Group Minutes from 29th April 2026.
RESOLUTION: The Minutes were noted.

(ii) Members received and considered a report on the windowsill planter scheme. Cllr Austin noted that due to the hot and dry conditions it may be necessary to progress this project in the autumn.
RESOLUTION: To progress this project as per the details in the report.

(iii) Members received a report from Miss L Fidler, Town Clerk & RFO, and considered how to proceed with a grant application to ChangeX for a "*Precious Plastic Community Recycling Project".*
RESOLUTION: The Committee supports the project in principle, subject to external funding being secured and satisfactory arrangements being agreed regarding governance, finance, insurance, health and safety, venue provision and ongoing management.

196/26 **<u>POLICY & PROCEDURE</u>**

The following policies and procedures received an annual review.

(i) Online Complaints Flowchart.
RESOLUTION: Adopted as presented.

(ii) **a.** Recruitment Policy.
RESOLUTION: Adopted as presented.
b. Dignity at Work Policy.
RESOLUTION: Adopted as presented.

(iii) Community Engagement Policy.
RESOLUTION: Adopted as presented.

(iv) Emergency Communications Procedure.
RESOLUTION: Adopted as presented.

(v) Filming and Recording Procedure.
RESOLUTION: Adopted as presented.

(vi) Honorary Freeman Policy.
RESOLUTION: Adopted as presented.

(vii) Mayor's Cadet Policy.
RESOLUTION: Adopted as presented.

(viii) Personal Portable Appliance Policy.
RESOLUTION: Adopted as presented.

(ix) Reserves Policy.
RESOLUTION: Adopted as presented.

197/26 **<u>APPRAISALS</u>**

Members received a summary report of the key themes identified in the 2026/2027 annual appraisals of all staff. The Chair and Cllrs presented noted how proud they are off the staffing team.
RESOLUTION: This information was noted.

198/26 **<u>CONFIDENTIAL ITEM</u>**

(i) Members considered whether the public and accredited representatives of newspapers should be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) for the following item of business, on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
RESOLUTION: To exclude the press and public for the following item of business.

(ii) **<u>CUSTOM HOUSE SECURITY</u>**
Members received a report from the Town Clerk & RFO and considered the recommendations contained therein. The matter was considered confidentially as it concerned the security of the Custom House.
RESOLUTION: The two proposals contained in the report were approved, for officers to progress.

199/26 **<u>DATE & TIME OF NEXT MEETING</u>**

Tuesday 13th October 2026 at 7pm.