



## **RAMSGATE TOWN COUNCIL**

### **Minutes of the Asset Management Committee Meeting**

**Venue:** The Council Chamber, The Custom House, Harbour Parade, Ramsgate.

**Date:** Wednesday 10<sup>th</sup> June 2025 at 7pm.

**Present:** Councillors: Albon (Chair), Green, Hudson, Huxley, Moore, Ovenden, Shonk, Wing

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

**138/25** **APOLOGIES**

Apologies were received and accepted from Cllr Austin (TDC commitment), Cllr Crittenden (TDC commitment), Cllr Driver (personal commitment), Cllr Nixey (personal commitment) and Cllr Hetherington (personal commitment). No apologies were received from Cllrs Ara, Makinson & Young.

**139/25** **DECLARATIONS OF INTEREST**

None declared.

**140/25** **MINUTES**

To approve the minutes of the meeting of the Asset Management Committee held on 22<sup>nd</sup> January 2025 (minutes 006/25 – 011/25) as a true record. Only questions of record may be considered.

**RESOLUTION: The Minutes were signed and approved.**

**141/25** **ALLOTMENTS**

To receive a written report from Mrs M Nash, Allotment Officer, and consider the following matters:

- (i) Current Allotments Waiting List Update. Members discussed the need for further allotment land and it was AGREED that estate agents and the Coastal Academies Trust will be contacted to look for additional land.

**RESOLUTION: This information was noted.**

- (ii) Allotment Site Representatives Update.

**RESOLUTION: This information was noted.**

- (iii) Allotment Communication Guidance with Corresponding Amendment to the Site Representative Role Document and Rules.  
**RESOLUTION: The Communication guidance should be adopted, and the corresponding amendments to the Role and Rules be made. This will be trialled for three months.**
- (iv) Adoption of a Volunteer Agreement.  
**RESOLUTION: The draft Volunteer Agreement to be implemented.**
- (v) Allotment Listing, Fee Changes and Credit.  
**RESOLUTION: The Allotment Officer should relist the two plots detailed in the report as quarter sized and charge accordingly. The smallest site should be re-measured and mapped; once the merit of this exercise is established for the smallest site, this exercise across all the allotment sites will be considered.**

**142/25**      **CUSTOM HOUSE**

- (i) Members received a verbal update from Miss L Fidler, Town Clerk, and RFO, regarding the current external repairs.  
**RESOLUTION: This information was noted.**
- (ii) To receive a written report from Miss L Fidler, Town Clerk & RFO, and consider the quote contained therein for lighting protection system modifications.  
**RESOLUTION: The quotes from Redpath Buchanan, to bring the lightning protection system up to British Standards, was accepted.**

**143/25**      **TECHNICIANS DEPOT**

It was noted that the office space for the Technician's at the Port is no longer available, and temporary portacabins are now to be considered.  
**RESOLUTION: This information was noted.**

**144/25**      **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: To exclude the press and public for the following items of business.**
- (ii) **RADFORD HOUSE**
  - a. Members received the Radford House Fire Strategy Review as prepared by Elev8 Fire Engineering.

- b. Members received a proposal from Neat Studio (the council's architect) with how to progress with following receipt of the Fire Strategy.
- c. Members received a verbal update following a meeting with Thanet District Council's Conservation Officer and Building Control to discuss the Fire Strategy and architect's recommendations; this meeting took place on Friday 6<sup>th</sup> June 2025, after the agenda has been issued.

It was recommended that the above matters be considered confidentially due to the negotiation with the Council's architect to be discussed.

**RESOLUTION: The actions outlined by the Town Clerk & RFO following the meeting with TDC will be progressed.**

(iii) **14 CLIFF TOP SHELTERS**

Members received a written update from Miss L Fidler, Town Clerk & RFO, and considered how to proceed with the proposed lease for the fourteen cliff top shelters.

**RESOLUTION: TDC will be informed that the town council will accept the Lease if all the fees are waived.**

145/25

**DATE & TIME OF NEXT MEETING**

Wednesday 10<sup>th</sup> September 2025 at 7pm.