



RAMSGATE TOWN COUNCIL

Minutes of the Asset Management Committee Meeting

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

Date: Wednesday 10th September 2025 at 7.30pm.

Present: Councillors: Albon (Chair), Austin, Green, Makinson, Nixey, Ovenden, Shonk & Wing.

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

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APOLOGIES

Apologies were received and accepted from Cllrs Crittenden, Driver, Hetherington, Hudson and Huxley (personal commitments).

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DECLARATIONS OF INTEREST

None declared.

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MINUTES

To approve the minutes of the meeting of the Asset Management Committee held on 10th June 2025 (minutes 138/25 – 145/25) as a true record. Only questions of record may be considered.

RESOLUTION: The Minutes were signed and approved.

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ALLOTMENTS

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

- (i) An update on the allotment waiting list as at mid-August.
RESOLUTION: This information was noted, and it was agreed not to close the waiting list.
- (ii) WhatsApp Guidance Review.
RESOLUTION: The Guidance will be updated to include all online communication methods.
- (iii) A Dedicated Allotments Councillor was suggested.
RESOLUTION: A dedicated councillor was not nominated so as not to undermine the role of the Allotment Officer.
- (iv) Rules for trail cameras

RESOLUTION: The allotment rules will be updated to include *“if using a trail or similar camera to protect your allotment and its contents, the view of the camera MUST be limited to your plot alone. Non-compliance will be deemed to be an invasion of privacy and therefore a nuisance and anti-social. This may result in a Notice of Immediate Termination as per Rule 6.38”*.

- (v) Rules around cultivation – a suggestion from allotment sites
RESOLUTION: The cultivation period should remain at four weeks (the time tenants are given to improve their allotment when it has become overgrown).
- (vi) Rules around incinerator fires on allotments
RESOLUTION: Fires on allotment sites will no longer be permitted.
- (vii) Updating of the Appeals Procedure
RESOLUTION: The updates to the Appeals Procedure were approved, to bring this document in line with other current rules.
- (viii) National Allotments Society Training Update
RESOLUTION: This information was noted.

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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) **CUSTOM HOUSE**
Members received a report from Miss L Fidler, Town Clerk, and RFO, and considered how to proceed with the following matters. Items a. and b. were considered confidentially due to the lease negotiations, and item c. due to lease requirements and quote contained therein.
 - a. RNLI Lease
RESOLUTION: A new three-year lease will be offered at nil rent.
 - b. Wandering Hut Lease and other questions
RESOLUTION: A new three-year lease will be offered following a rent review to be undertaken by Geoff Oliver & Associates.
 - c. Brickwork Repairs
RESOLUTION: Rendering is the council’s preferred option.

(iii) **RADFORD HOUSE**

The matters below were considered were considered confidentially due to the potential contract re-negotiations with the design team:

- a. Members received a report from Miss L Fidler, Town Clerk, and RFO, providing an update on various matters relating to Radford House:

RESOLUTION: This information was noted.

- b. Members received a written report from the Chair, Vice Chair and Town Clerk with a new proposal for how to progress refurbishment of Radford House.

RESOLUTION: This information was noted, and members support this new line of enquiry.

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DATE & TIME OF NEXT MEETING

Wednesday 11th February 2026 at 7pm.