



RAMSGATE TOWN COUNCIL

Minutes of the Asset Management Committee Meeting

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

Date: Wednesday 22nd January 2025 at 7pm.

Present: Councillors: Albon (Chair), Austin, Green, Hetherington, Hudson, Huxley, Moore, Nixey, Ovenden, Shonk, Wing & Young

Also in attendance:

Miss L Fidler, Town Clerk & RFO

Ms M Nash, Allotment Officer

006/25

APOLOGIES

Apologies were received and accepted from Cllr Driver (unwell), Cllr Makinson (family commitment) and Cllr Crittenden (unwell). No apologies were received from Cllr Ara.

007/25

DECLARATIONS OF INTEREST

None declared.

008/25

ALLOTMENTS

(i) Members received feedback from the recent survey that all plot holders were invited to complete, with accompanying report from Ms M Nash, Allotment Officer, and considered how to proceed.

RESOLUTION: All members will meet to consider how to respond to the tenants.

(ii) Members received a written report from Ms M Nash, Allotment Officer, on various matters and considered how to proceed with each matter.

RESOLUTION:

1) It was noted that there are now 182 people on the waiting list for an allotment.

2) It was noted that all sites now comply with water regulations (Water Supply (Water Fittings) Regulations 1999).

3) It was noted that two site reps will be departing.

4) The terms of reference for a Site Representatives Group (SRGs) was approved; to be implemented at the sites without a current site representative. For sites with a

current site representative, they will be asked if they want to move over to an SRG; the change will not be forced.

- 5) The rules were amended to take into account the introduction of SRGs.
 - 6) The rules will be updated to state that tenants who have been evicted from the site due to non-cultivation will be unable to join the waiting list for two years, and tenants who have been evicted for anti-social behaviour will not be entitled to rejoin the waiting list.
- (iii) Members received a written report from Ms M Nash, Allotment Officer, and considered the information contained therein about pest control at the allotment sites.
RESOLUTION: The pest control contracts will be cancelled.
- (iv) Members received a report from Miss L Fidler, Town Clerk & RFO, and considered how to progress with the new project detailed therein.
RESOLUTION: Cllr Wing & the Town Clerk will continue to communicate with the school about this project, however, Royal Harbour Academy must obtain the landowners permission (TDC).

009/25

RADFORD HOUSE

- (i) Members received a report from Miss L Fidler, Town Clerk & RFO, regarding different future management models at Radford House.
RESOLUTION: The Town Clerk should seek legal advice about which organisation structure, with the council still in control, would suit this project.
- (ii) Members received a report from Miss L Fidler, Town Clerk & RFO, regarding the possibility of splitting the Radford House development project.
RESOLUTION: To progress with refurbishment of Radford House on the ground floor, possibly including the lift, only in 2025. With the aim of seeking funding from the Long Term Plan for Towns project board for refurbishment of the first and second floor. The exception will be any health & safety matters on the first and second floor, which will be added to 2025's programme of works.
- (iii) Members received a verbal update from Cllr Nixey on general Radford House matters. A copy of this update is attached to the official minutes.
RESOLUTION: This information was noted.

010/25

CONFIDENTIAL MATTERS

(i) **EXCLUSION OF THE PUBLIC & PRESS**

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: RNLI LEASE**

The Committee received an update from Miss L Fidler, Town Clerk & RFO, regarding the RNLI Lease, which is due to expire in November 2025.

RESOLUTION: To offer the RNLI a rent reduction in appreciation of their work.

(iii) **EAST CLIFF LIFT**

The Committee considered a formal offer from TDC for a Lease of the East Cliff Lift. It was recommended that this matter be considered confidentially due to the legal negotiation to be discussed.

RESOLUTION: To decline this offer, the Council wants the concession to be included in Lease.

011/25

DATE & TIME OF NEXT MEETING

To be confirmed.

Radford House General Updates
22nd January 2025, Asset Management Committee Meeting

- Adrian Lockwood at Standard Heritage is working on the next stage of the business plan.
- The design team continues with their plans, which seems to take a long time, the project manager is chasing everyone up.
- The Fire safety expert Craig has issued Elev8's Initial Design Review for Radford House which highlights various items requiring the attention of Building Control, regarding (but not limited to) accessibility and evacuation.
- The Project Manager is currently challenging the need to commission technical lift design drawings, which the architect has asked for.
- The event organiser has been asked to start itemising what furniture is required, currently we are using our events furniture which is not particularly comfortable. And we have got someone in-house with experience of catering provisions and sounding and projection equipment who will be asked to draft specifications.
- The event organiser has started a Radford House newsletter, currently there are 130 signed up for this via Mailchimp.
- A meeting this week with the Harbour Master identified suitable accommodation in the Port that the Technicians can move to whilst refurbishment takes place, this would remove the Technicians and their equipment entirely from Radford House. We are waiting for the terms of the agreement from TDC.