



RAMSGATE TOWN COUNCIL

Minutes of an Ordinary Council Meeting

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

Date: Wednesday 27th October 2021 at 7pm

Present: Councillors; Nixey (Chair), Albon, Austin, Crittenden, Green, Huxley, Hetherington, Makinson, Moore & Rusiecki

Also in attendance; Cllrs K Constantine & T Shonk (County Councillors; Miss L Fidler (Town Clerk & Responsible Finance Officer – Minutes), Mr D Williams (Digital Communications and Marketing Officer), Mrs R Smith (Town Promoter & Visitor Information Centre Manager)

124/21 APOLOGIES

Apologies were received from Cllrs L Piper, S Piper, Young, Wing and Knight (personal matters) and Ara (work commitment).

RESOLUTION: To approve the apologies received.

125/21 DECLARATIONS OF INTEREST

There were no declarations of interest or dispensations recorded.

126/21 PUBLIC PARTICIPATION

(i) PUBLIC REQUESTS TO SPEAK

There were no requests to speak.

(ii) REPORT FROM DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO RAMSGATE

A written report from Cllr T Ovenden and the East Cliff Councillors (Albon, Crittenden & Huxley) was received. An intended verbal update from the Harbour Central Councillors (Ara, Austin & Wing) will be distributed by email.

(iii) REPORT FROM COUNTY COUNCILLORS ON MATTERS DIRECTLY RELATED TO RAMSGATE

Cllr T Shonk provided a verbal update on his work within Ramsgate, including replacement trees at the Parkway station, a dropped curb for the West Cliff, the future of a tree at St. Margaret's Avenue, ensuring alley ways are well lit, a site meeting to look at overgrown hedgerows, and the changes at KCC.

Cllr K Constantine provided verbal update on her work within Ramsgate, including her work on the Health & Scrutiny Committee, Kent & Rescue Authority Committee and Health Reform & Public Health Committee, a meeting with Southern Water has been arranged along with a demonstration on 30th October, concerns for crime rates for sexual crimes, which are the highest in the South East, a public meeting with the DCI is taking place on the 18th November and speakers are being sought, and a walk around to look at street lighting will be arranged. Cllr Constantine will email the key updates to the councillors directly.

It was AGREED that an informal meeting with the County Councillors will be arranged to talk at greater length.

127/21 MINUTES

- (i) The Minutes of the Extra-ordinary Meeting of the Council held on 23rd June 2021 (Minutes 035 - 037) were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
- (ii) The Minutes of the Extra-ordinary Meeting of the Council held on 30th June 2021 (Minutes 048 - 058) were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
- (iii) The Minutes of the Extra-ordinary Meeting of the Council held on 7th July 2021 (Minutes 059 - 061) were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
- (iv) To Minutes of the Extra-ordinary Meeting of the Council held on 22nd July 2021 (Minutes 073 - 075) were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
Cllr Rusiecki abstained from voting as he had not been at this meeting.
- (v) The Minutes of the Extra-ordinary Meeting of the Council held on 4th August 2021 (Minutes 076 – 078) were received and considered.
RESOLUTION: The Minutes were approved as accurate and signed.
Cllrs Rusiecki & Austin abstained from voting as they had not been at this meeting.

128/21 EXTERNAL AUDITOR REPORT ON ANNUAL RETURN 2020-2021

Councillors received and considered the External Audit Certificate 2020-21; the External Auditor had confirmed that the Annual Governance and Accountability Return for 2020-2021 was in accordance with the proper practices and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

RESOLUTION: The Deputy Town Clerk was congratulated on her work and this report was noted.

129/21 FUNDING & GRANTS

- (i) Councillors considered the recommendation by the Finance & General Purposes Committee on the Ramsgate Fund's Criteria and considered an

application received for community funding via the Ramsgate Fund.

RESOLUTIONS:

a) The Ramsgate Fund's Criteria be amended as recommended by the Finance & General Purposes Committee.

b) That £2,052.86 be awarded to Ramsgate Bowling Club for the purchase of 64 chairs.

- (ii) Councillors considered two application/s received for community funding via the Events Fund. This item was considered after Minute 135/21 New Years Eve Fireworks, as funding available in the Events Fund would be affected by the decision made at Minute 135/21.

RESOLUTION: To defer this item until the Extra-Ordinary Council Meeting on 3rd November 2021; when a decision about the New Years Eve Fireworks will be made.

- (iii) Councillors received and considered a report from Miss L Fidler, Town Clerk, regarding funding for the Citizen's Advice Bureau. The Clerk reported that she intends to produce a new application form to be used in the future by the CAB and similar organisations; Cllr Green requested that this be taken to the Finance & General Purposes Committee for consideration.

RESOLUTION: To award £10,000.00 to the Citizen's Advice Bureau to fund the Debt Clinic until the end of March 2022; the CAB will then be asked to apply early in the New Year for funding for the 2022/2023 year.

130/21 MANSTON AIRPORT: CALL FOR COMMENTS 21/10/21

Councillors considered a response to the Secretary of State's letter inviting comments on the recently published independent aviation assessor's draft report, the suite of responses to his first consultation and other representations deemed relevant for the purposes of the re-determination of the application. Details could be found at <http://infrastructure.planninginspectorate.gov.uk/document/TR020002-005841>.

RESOLUTION: To defer this matter to an extra-ordinary meeting of the Council; in order to allow more time for consideration and for Cllr Rusiecki to provide a report on the concerns that he has about the independent aviation assessor's report.

131/21 POLICY & PROCEDURES

- (i) **STANDING ORDERS**

a) Council was asked to vote to rescind Standing Order 18.1 (a decision of the council shall not be reversed within six months) in order to reconsider the Council's Standing Orders; these were last reviewed in July 2021.

RESOLUTION: To rescind Standing Order 18.1 to allow the following item of business to be considered.

b) Council was asked to consider and adopt the NALC Model Standing Orders 2018, consideration was given to the suggested areas highlighted by the Town Clerk.

RESOLUTION:

- (a) That the Town Clerk will be delegated the power to approve dispensation requests [as per S33 of the Localism Act 2011 and S101 of the Local Government Act 1972]
- (b) The Standing Orders be approved as per the draft recommended by the Town Clerk.

(ii) **FINANCIAL REGULATIONS**

Councillors were asked to consider and adopt the updated draft Financial Regulations that are based upon the “*Model Financial Regulations 2019 for England*”.

RESOLUTION: To approve the Financial Regulations as proposed by the Town Clerk; increasing the delegated power of spending of the Town Clerk to £1,000.00 and keeping in the provision for a petty cash float, until an alternative method for small payments can be established.

(iii) **PROTOCOL – COUNCILLOR/OFFICER**

Councillors were asked to consider and adopt the draft Councillor Officer Protocol as a matter of internal good practice.

RESOLUTION: To adopt the Councillor Officer Protocol with the following addition “The general rule to be applied is that information is to be available to Members unless there is a specific reason to withhold, for example confidential staffing records”.

(iv) **DATA PROTECTION & RETENTION POLICY**

Councillors were asked to consider and adopt the draft Data Protection & Retention Policy that encompasses a number of legal requirements.

RESOLUTION: To adopt the Data Protection & Retention Policy as proposed by the Town Clerk.

132/21 AIMS & OBJECTIVES 2021-2023

Councillors considered the draft Strategic Objectives & Actionable Steps (Oct 2021 to May 2023) and considering if any previous key resolutions have been left of. It was confirmed that this should be a rolling document that can be amended as work progresses.

RESOLUTION: To approve the document as proposed by the Town Clerk with a minor wording amendment to SO5.

133/21 WELCOME BACK FUND

Councillors received a written report from Miss L Fidler, Town Clerk, and considered how the Welcome Back Fund (administered by Thanet District Council) could be used in Ramsgate. A list of suggestions from the Town Promoter was included within the report.

RESOLUTION: The entire list of suggestions from the Town Promoter should be proposed to Thanet District Council, along with a deep clean of the town. Cllr Albon will take this list to the TDC Shadow Cabinet Meeting on Friday 29th October 2021.

134/21 CLIFFTOP SHELTERS

Councillors received a report from Miss L Fidler, Town Clerk, including a proposal from the Ramsgate Society about the fourteen clifftop shelters and consider if/how to proceed.

RESOLVED: To defer the matter until after a meeting with the Ramsgate Society can be arranged.

Cllr Albon left the meeting.

135/21 NEW YEARS EVE FIREWORKS 2021

Councillors received and considered a written report from Miss L Fidler, Town Clerk, with information from Mrs R Smith, Town Promoter, regarding the New Year's Eve Firework's display and consider the questions contained therein.

RESOLUTION: To defer this matter to the previously agreed extra-ordinary council meeting and provide more information (i.e cancellation period with the fireworks provider).

136/21 VOLUNTEER RECRUITMENT DAY

Councillors received and considered a written report from Miss L Fidler, Town Clerk, and consider the proposal for a Volunteer Recruitment Day contained therein.

RESOLUTION: To approve organisation of a Volunteer Recruitment Day as proposed by the Town Clerk.

137/21 HIGH STREET RECOVERY FUND

Councillors considered the Town Council's response to the TDC "Future High Street Fund: Highway & Pedestrian Movement Scheme" consultation. Details of which were available at www.thanet.gov.uk/campaigns/ramsgate-future/?tab=6. The deadline for submission is 5pm on Friday 26 November.

RESOLUTION: To defer this matter to the Town Promotion Committee Meeting.

138/21 SEAGULL INFORMATION BOARDS

Councillors considered a motion from Cllr Crittenden for four 'Do not feed the seagulls' information boards intended to educate people as to why feeding the seagulls is dangerous to their health.

RESOLUTION: To approve this project as detailed in the Town Clerk's summary report.

139/21 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.

RESOLVED: To exclude the press and public for the following item of business.

(ii) STAFFING MATTERS

Councillors received and considered a confidential report from the Town Clerk regarding three staffing management matters. It was recommended that this matter be considered confidentially due to the staffing information contained therein. It was AGREED that the Town Clerk will return a report to the previously agreed extra-ordinary meeting regarding a 'green liaison person' role.

RESOLVED:

- (i) Any communal tools at the various allotment sites should be removed and maintenance of the communal areas will be undertaken by the Technicians.**
- (ii) An audit of all work undertaken by the Technicians on behalf of TDC/KCC will be undertaken, and this will be discussed with TDC. Re-charging TDC was discussed. Councillors should not offer the services of the Technicians without this first being discussed by the Town Clerk & Lead Technician.**

140/21 DATE & TIME OF NEXT MEETING

Wednesday 2nd February 2022

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