



RAMSGATE TOWN COUNCIL

Minutes of an Ordinary Council Meeting

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

Date: Wednesday 29th May 2024 at 7pm.

Present: Councillors: Nixey (Chair), Austin, Ara, Crittenden, Driver, Green, Hetherington, Huxley, Makinson, Moore, Ovenden and Shonk

Also in attendance:

Miss L Fidler, Town Clerk & RFO

Mr D Williams, Marketing & Communications Officer (left after 118/24)

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APOLOGIES

Apologies were received and accepted from Cllr Albon (family commitment), Cllr Young (personal commitment), Cllr Hudson (unwell) and Cllr Wing (personal commitment).

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DECLARATIONS OF INTEREST

The following voluntary announcements of other interests were made:
Cllr Austin – a member of Ramsgate Skatepark Project (Minute 121/24)
Cllr Hetherington – a member of Arts in Ramsgate (Minute 121/24), Screaming Alley CIC (Minute 121/24) and Festival of Sound (Minute 121/24).

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PUBLIC PARTICIPATION

- (i) There were no public requests to speak.
- (ii) County Councillor Shonk provided an update on his activities at KCC. It was agreed that in order to support Cllr Shonk the council needs to provide him with specific issues to raise with KCC. To begin with Cllr Shonk will find out the cost for “30mph” signs to be painted on the road.

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MINUTES OF COUNCIL MEETING

Members received the draft Minutes of the meeting of the Council held on 1st May 2024 (Minute no; 088/24-098/24).

RESOLUTION: The minutes were approved as a true and accurate record.

FINANCES (INCL. GRANTS)

- (i) Council received a report of payments; the Council was asked to note the payments between 1st to 30th April 2024 authorised by the Town Clerk & RFO (total: £11,022.95) and approve the payments above the threshold delegated to the Town Clerk & RFO (total: £108,073.24).

RESOLUTIONS: The payments authorised by the Town Clerk (total £11,022.95) were noted and the payments above the threshold of the Town Clerk (total £108,073.24) were approved.

- (ii) Members considered a report from the Deputy Town Clerk & FO and the recommendation contained therein from Grant Scrutiny Panel in respect of various funding applications.

Ramsgate Fund applications:

RF2 - The Ramsgate Society – Ramsgate Sea Front Shelters - £1,400.00 awarded.

RF3 – Ramsgate Skatepark Project – Warre Recreation Ground Basketball Court Refurbishment - £1,400.00 awarded.

RF4 – 6th Ramsgate Royal Harbour Sea Scouts – Ice House Brickwork - £1,000.00 awarded.

RF5 – Discovery Planet CIC – Weekly Social Lounge “Happy Mondays” – The applicant to be informed that the Council will contribute £1,000.00 towards materials and premises; this grant is not to be used for paying staff.

RF6 – Thanet Community Development Trust – Ramsgate Trail Guidebook Printing - £500.00 awarded.

Events Fund applications:

EF5 – Ramsgate Festival of Sound CIC – Ramsgate Festival of Sound 22nd – 25th August - £3,000.00 awarded.

EF6 – Kent Film Foundation – Event: Wildlife Filming - £500.00 awarded for transport and travel.

EF7 – Ramsgate Bowling Club – Open Tournament 2024 - £1,000.00 awarded.

EF8 – Discovery Planet CIC – Programme of Learning Opportunities for the whole of the community for six months – the application will be asked to clarify what the activities are (i.e. STEM education?) before a decision is made.

EF9 – Ramsgate International Film Festival CIC – Ramsgate International Film Festival 2024 - £2,000.00 awarded, with the condition that this event must be well funded.

EF10 – Screaming Alley CIC – The Show Must Go On,

Queen Themed Show On Ellington Park Bandstand – use of Radford House will be given to the value of £1,000.00 for fund raising activities. The funding to cover the cost of staff to open and close Radford House, hall hire, etc. The Radford House Events Organiser to be consulted as to the hall availability.

EF11 – Arts in Ramsgate – Signage Workshop & Glow Up Project - £1,000.00 awarded towards venue costs.

EF12 – Ramsgate Town Carnival & Fair - £4,000.00 awarded.

EF13 – Cliffsend Parish Council – Hugin Viking Ship 75th Anniversary Celebration – no funding to be given, however, Cliffsend Parish Council can borrow equipment up to the value of £500.00.

EF14 – Ramsgate Arts Festival Ltd – Ramsgate Day 2024 - £1000.00 to be given towards workshops and activities for young people, buskers and musicians. RTC Technician’s time should be paid from the funding and not as an extra. Staff are subject to availability and line management approval.

EF15 – Lopping The Loop CIC – Totally Social Workshops - £1,500.00 given towards venue hire (possibly Radford House), workshop materials and printing.

EF16 – Royal Temple Yacht Club – RTYC Ramsgate Week 2024 - £500.00 awarded.

It was noted that the council will accept no further applications that have not been considered within the schedule set out by the Grant Scrutiny Panel.

Community Services Fund

CS4 – Community Creatives Studios CIC – Assistance with acquisition of lease & help with rental costs over three financial years – not funding awarded as the premise is not in the confines of Ramsgate.

- (iii)** Members considered who the bank account signatories for the coming year should be. Cllr Green stressed that the signatories must concentrate on what they’re signing.

RESOLUTION: Cllrs Albon, Austin, Crittenden & Green.

- (iv)** Members received the NALC document “LTN 33 | Councillors’ Allowances” and consider if the Basic Parish Allowance to members should be paid for the ensuring year / term of office (as the Council wishes); the Council’s budget for 2024/2025 does include the necessary funds (£600.00 per councillor and

£1200.00 for the Chair).

RESOLUTION: That the Basic Parish Allowance will be paid for the remainder of the current term of office.

122/24 POLICY & PROCEDURES FOR ANNUAL REVIEW

Members were asked to review the following policies & procedures, as per Standing Order 5(j).

- (i) Review of Inventory of Land and other Assets including buildings & office equipment.
- (ii) Confirmation of arrangements for insurance cover in respect of all insurable risks;
- (iii) Review of the Council's and/or staff subscriptions to other bodies; Allotment Society; Civic Officers; KALC; NALC; SLCC.
- (iv) Review of the Council's complaints procedure;
- (v) Review of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);
- (vi) Review of the Council's policy for dealing with the press/media;
- (vii) Review of the Council's employment policies and procedures.

RESOLUTION: The above documents were reviewed and not changes are required.

123/24 SCHEME OF DELEGATION (INCL. COMMITTEES)

Councillors received a report from the Town Clerk regarding Committees and the Scheme of Delegation and considered the necessary arrangements for the ensuing year.

RESOLUTIONS:

- (i) **The Terms of Reference for the Finance & General Purposes Committee, Planning & Infrastructure Committee, Town Promotion Committee and General Guidance were approved.**
- (ii) **The Scheme of Delegation to the Town Clerk was approved.**
- (iii) **Membership of the Committee was approved as such:**

Planning & Infrastructure	Finance & General Purposes	Town Promotion
Albon	Austin	Ara
Shonk	Driver	Crittenden (Chair)
Hetherington (Vice Chair)	Green (Chair)	Huxley (Vice Chair)
Makinson (Chair)	Young	Nixey
Wing	Hudson	Ovenden
Austin	Albon	Moore
Nixey	Makinson	Albon
	Cllr Crittenden (Rep. TP)	
	Cllr Hetherington (Vice Chair) (Rep. P&I)	

124/24 **LONG TERM PLAN FOR TOWNS**

Cllr Green, as the Council's nominated representative on the Thanet Regeneration Partnership Board, provided an update on the Long Term Plan For Towns Project, which TDC is administering with funding from the Department for Levelling Up, Housing & Communities. This project will deliver £20million to Ramsgate over a ten-year period (25% revenue, 75% capital), and is intended to address deprivation via projects relating to:

- Safety, security and crime prevention
- High Street, Heritage and Regeneration
- Local connectivity

TDC need to establish a Board to draft a 10-year plan for these funds, and identify suitable projects for delivery. TDC's proposal is to use the existing Thanet Regeneration Partnership Board for this work, there will need to be more input from Ramsgate residents, businesses and organisations than are currently on this Board.

All present were in agreement that the decision makers must be representatives of Ramsgate, and the town council should not be sidelined.

RESOLUTION: To note this information.

125/25 **HIGHWAYS IMPROVEMENT PLAN**

Members considered the recommendation from the Planning & Infrastructure committee that the HIP be taken forward to Full Council for further consideration. It was noted that an online meeting with Kent County Council to discuss the HIP has been arranged by Cllr Austin for 4th June 2024 at 11am.

RESOLUTION: Members will report back from the meeting with KCC at the next Council meeting.

126/24 **CIVIC SERVICE**

Councillors considered a motion from Madam Mayor to re-introduce a Civic Service into the Civic Calendar.

RESOLUTION: The Civic Service will be re-introduced into the Civic Calendar, as per the Town Clerk's report.

127/24 **REPRESENTATION ON OUTSIDE BODIES**

- (i) The "Advisory Note: The Role of Council Representatives on Outside Bodies".

RESOLUTION: This document was noted.

The following appointments were considered:

- (ii) To nominate one representative for the Clock House Project Working Group (currently Cllr Ovenden)
- (iii) To nominate two representatives for Kent Association of Local Councils (currently Cllr Hetherington & Nixey).

- (iv) To nominate one representative for the Kent & Medway CCG Primary Care Network (currently Cllr Hetherington).
- (v) To nominate one representative for the Ramsgate Event Organisers group (currently Cllr Driver).
- (vi) To nominate two representatives for the Thanet Area Group (currently Cllrs Albon & Ovenden).
- (vii) To nominate one representative for the Thanet Regeneration Partnership Board (currently Cllr Green).
- (viii) To nominate one representative to work with Ramsgate Society on the Community Champion Award (currently the Mayor).

RESOLUTION: All appointments to remain the same, the current status of the Clock House Work Group and the Kent & Medway CCH Primary Care Network will be checked, as neither group has met for some time.

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DATE & TIME OF NEXT MEETING

Wednesday 26th June 2024 at 7pm.