



RAMSGATE TOWN COUNCIL

Minutes of an Ordinary Council Meeting

Venue: The Council Chamber, The Custom House, Harbour Parade, Ramsgate.
Date: Wednesday 25th June 2025 at 7pm.
Present: Councillors: Albon (Chair), Ara, Austin, Crittenden, Green, Hetherington, Hudson, Huxley, Nixey, & Shonk.

Also in attendance:
Miss E Richford, Deputy Town Clerk & FO.

- 155/25** **APOLOGIES**
Apologies received from; Cllr Driver (other business), Cllr Makinson (personal commitment), Cllr Moore (Unwell), Cllr Ovenden (personnel commitment), Cllr Young (personal commitment), and Cllr Wing (personal commitment).
- 156/25** **DECLARATIONS OF INTEREST**
None Declared.
- 157/25** **PUBLIC PARTICIPATION**
There were no public requests to speak.
- 158/26** **REPORT FROM COUNTY COUNCILLORS ON MATTERS DIRECTLY RELATED TO RAMSGATE**
County Cllr Shonk updated Members on the Pie Factory situation advising that talks were taking place between KCC & Pie Factory. He was asked which KCC Cttee and Cabinet Member were responsible for the matter and advised that he would advise Council as soon as possible.
- 159/25** **MINUTES OF COUNCIL MEETINGS**
Members received the Minutes of the Annual Meeting of the Council held on the 28th May 2025 (Minutes 119/25 – 130/25).
RESOLUTION: The minutes were approved as a true and accurate record.
- 160/25** **FINANCES**
(i) Members received a report of payments 1st to 30th April 2025; the Council was asked to note the payments authorised by the Town Clerk & RFO (total: £14,627.12) and approve the payments

above the threshold delegated to the Town Clerk & RFO (total: £83,347.77).

RESOLUTIONS: The payments authorised by the Town Clerk (total £14,627.12) were noted and the payments above the threshold of the Town Clerk (total £83,347.77) were approved.

- (ii) Members received the “Financial Statement – Cash Book” for the 2024/2025 financial year (the details therein informed the Annual Governance & Accountability Return)

RESOLUTION: The “Financial Statement – Cash Book” for the 2024/2025 financial year was noted.

- (iii) Members were asked, as per the Financial Regulations, to consider and confirm that staff salary payments should continue to be made by BACS.

RESOLUTION: Council confirmed that staff salary payments should continue to be made by BACS.

- (iv) As per Financial Regulations, Members were asked to consider and confirm that payment via variable direct debit is acceptable in relation to payments for electricity, gas, water, internet/telephone, HR, photocopier and leased vehicle.

RESOLUTION: Council confirmed that payment via variable direct debit is acceptable in relation to payments for electricity, gas, water, internet/telephone, HR, photocopier and leased vehicle.

- (v) To consider the findings of the review of effectiveness of the system of internal control (Page 3 of the Annual Governance & Accountability Return for year ending 31st March 2025), and a covering letter from the internal auditor.

RESOLUTION: Council noted the findings of the review of effectiveness of the system of internal control (Page 3 of the Annual Governance & Accountability Return for year ending 31st March 2025), and the covering letter from the internal auditor.

- (vi) Members reviewed the Risk Register for year ending 31st March 2025.

RESOLUTION: Council approved the Risk Register for year ending 31st March 2025.

- (vii) Members received the Annual Governance Statement for approval via resolution (Section 1 / page 4 of the Annual Governance & Accountability Return for year ending 31st March 2025).

RESOLUTION: Council approved the Annual Governance Statement (Section 1 / page 4 of the Annual Governance & Accountability Return for year ending 31st March 2025) and it was duly signed by the Chair of Council.

- (viii) Members received for approval the Accounting Statements for 2024/2025 (Section 2 / page 5 of the Annual Governance & Accountability Return for year ending 31st March 2025).

RESOLUTION: Council approved the Accounting Statements for 2024/2025 (Section 2 / page 5 of the Annual Governance & Accountability Return for year ending 31st March 2025) and it was duly signed by the Chair of Council.

- (ix) Members were asked to nominate a Councillor to undertake Financial Regulation 2.6:
“At least once in each quarter, and at each financial year end, a member other than the Chair or a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the Finance Officer. The member shall sign and date the reconciliations and the original bank statements (or similar document) as evidence of this. This activity, including any exceptions, shall be reported to and noted by the Finance & General Purposes Committee.”
RESOLUTION: Cllr Hudson was nominated and agreed to undertake Financial Regulation 2.6 on behalf of Council.

161/25

COMMITTEE MINUTES

- (i) Draft Planning & Infrastructure Committee Meeting 4th June 2025 (Minutes 131/25 – 137/25).
(ii) Draft Asset Committee Meeting 10th June 2025 (Minutes 138/25 - 145/25).
(iii) Draft Town Promotion Committee Meeting 11th June 2025 (Minutes 146/25 - 154/25).

RESOLUTION: The draft minutes as detailed were noted.

Notes:

1. **Asset Management Cttee 4th June 2025:** The Town Clerk is asked to provide all Members with her verbal update, if available in writing, as per confidential minute 144/25 (ii) Radford House c. in relation to the Fire Strategy and architect’s recommendations.
2. **Asset Management Cttee 4th June 2025:** The Town Clerk is asked to advise members if a response has been received from TDC in relation to confidential minute 144/25 (iii) 14 Cliff Top Shelters.
3. **Town Promotion Cttee 11th June 2025:** Cllr Nixey reiterated the resolutions in relation the Operation Dynamo event, minute 149/25 Town Promotion Update;
 - **The Committee agreed to bring back to a later meeting the “considerations of future events” from the Operation Dynamo event for further discussion.**
 - **The Committee agreed to ask the Town Clerk for a letter to be sent to those that provided goodwill towards the Operation Dynamo event.**
 - **The Town Centre and Tourism Manager agreed to bring back to Committee the additional figures for donations in kind to the Operation Dynamo event, once those figures are available.**

162/25

MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT (MHCLG) PLAN FOR NEIGHBOURHOODS AREAS

Members received a letter from TDC inviting Council to nominate a representative to be on the Ramsgate Neighbourhood Board. Council to decide upon whether to nominate a representative. A response to the question of whether a substitute can be nominated is awaited, the

Council was asked to also nominate a substitute in case this is permissible.

RESOLUTION: Cllr Green was nominated and agreed to be the Council's representative on the MHCLG. Cllr Albon was nominated and agreed to be the Council's substitute representative on the MHCLG if substitutes are permitted.

163/25

DATE & TIME OF NEXT MEETING

Wednesday 30th July 2025 at 7pm.