



RAMSGATE TOWN COUNCIL

Minutes of an Ordinary Council Meeting

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

Date: Wednesday 25th May 2022 at 7pm

Present: Councillors: Albon (Chair), Austin, Crittenden, Green, Hetherington, Huxley, Makinson, Moore, Nixey, L Piper, S Piper and Wing

Also in attendance

Miss L Fidler; Town Clerk & Responsible Finance Officer (Minutes)

104/22 APOLOGIES

Apologies were received and accepted from Cllr Ara (work commitment). No apologies were received from Cllr Knight or Young.

105/22 DECLARATIONS OF INTEREST

No declarations of interest were received.

106/22 PUBLIC PARTICIPATION

(i) **PUBLIC REQUESTS TO SPEAK**

There were no requests to speak.

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

Cllr Albon and the Town Clerk will discuss the remit of the agenda item.

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

No updates were received.

107/22 MINUTES OF COUNCIL MEETINGS

The following Minutes were received:

- (i) 5th May 2021 – Annual Town Council Meeting
- (ii) 29th September 2021 – Radford House and Custom House Committee
- (iii) 3rd November 2021 – Extraordinary Council Meeting
- (iv) 22nd December 2021 – Extraordinary Radford House and Custom House Committee
- (v) 2nd February 2022 – Council Meeting
- (vi) 23rd February 2022 – Extraordinary Council Meeting
- (vii) 17th March 2022 – Extraordinary Council Meeting
- (viii) 23rd March 2022 – Amenities and Environment Committee Meeting

(ix) 27th April 2022 – Extraordinary Council Meeting

(x) 4th May 2022 – Annual Town Council Meeting

RESOLUTION: Subject to a correction on the Minutes from the 4th May 2022, the above Minutes were approved en bloc as a true and accurate record of the various meetings.

108/22 POLICY & PROCEDURES

(i) To reconfirm the “Standing Orders” for the ensuing council year; there are no amendments recommended by the Clerk.

RESOLUTION: The “Standing Orders” were approved.

(ii) To reconfirm the “Financial Regulations” for the ensuing council year; there are no amendments recommended by the Clerk.

RESOLUTION: The “Financial Regulations” were approved.

(iii) To consider and approve a draft “Grant Awarding Policy”.

RESOLUTION: The Grant Awarding Policy” was approved.

(iv) To consider and approve a draft “Advisory Note: The Role of Council Representatives on Outside Bodies”. It was noted that representatives on outside bodies should in the first instance be Councillors, and not staff. And staff representatives on outside bodies should be approved by the Council.

RESOLUTION: To approve the “Advisory Note: The Role of Council Representatives on Outside Bodies”

109/22 COMMITTEES

Councillors considered the following documents:

(i) Draft “General Terms for Committees”, which is intended to inform the working of all Standing Committees of the Council.

(ii) Draft Finance & General Purposes Committee Terms of Reference; the Chair, Vice Chair and Members need to also be confirmed.

(iii) Draft Planning & Infrastructure Committee Terms of Reference; the Chair, Vice Chair and Members need to also be confirmed.

(iv) Draft Town Promotion Committee Terms of Reference; the Chair, Vice Chair and Members need to also be confirmed.

(v) Draft Radford House Working Group Terms of Reference; the Chair, Vice Chair and Members need to also be confirmed.

RESOLUTIONS:

(i) **All Councillors will be named members of all committees.**

(ii) **Any body (committee/working group) of the Council can co-opted members from the community with relevant knowledge, and they can vote, unless the body has delegated decision making powers.**

(iii) **Cllr Green will Chair the Finance & General Purposes Committee, with Cllr Austin as Vice Chair. The responsibilities of the Committee as draft Terms of Reference were approved.**

(iv) **Cllr Makinson will Chair the Planning & Infrastructure Committee, with Cllr Albon as Vice Chair. The responsibilities of the Committee as draft Terms of Reference were approved.**

- (v) **Cllr Crittenden will Chair the Town Promotion Committee. The responsibilities of the Committee as draft Terms of Reference were approved.** A Vice Chair was not identified.
- (vi) **Cllr Nixey will Chair, and Cllr Green will be Vice Chair, of a body to oversee the work at Radford House, the set up of this group is to be returned to the Council for consideration (e.g. standing committee, working group).**

110/22 REPRESENTATION ON OUTSIDE BODIES

- (i) Councillors considered a request from the Ramsgate Society to nominate a representative to join the Clock House Project Working Group.
RESOLUTION: Cllr Crittenden will be the council's nominated representative.
- (ii) Two representatives for Kent Association of Local Councils were sought.
RESOLUTION: Cllrs Hetherington & Nixey were approved.
- (iii) One representative for the Kent & Medway CCG Primary Care Network was sought.
RESOLUTION: Cllr Hetherington was approved.
- (iv) One representative for the Ramsgate Event Organisers group was sought.
RESOLUTION: Cllr Wing was approved.
- (v) To nominate the Council's representatives on the Neighbourhood Plan Steering Group.
RESOLUTION: Cllr Makinson was approved.

111/22 FINANCES (INCL. GRANTS)

- (i) Councillors received a report of payments from 1st April to 27th May.
RESOLUTION: To note the payments authorised by the Clerk and RFO (under £1,000) and approve the payments over £1,000.
- (ii) Councillors received and considered a quote from Lumalite Ltd for work that is necessary in order to complete Anchor Point Testing throughout the town.
RESOLUTION: The quote of £2,266 was approved
- (iii) Councillors considered a request from the Citizen's Advice Bureau to re-purpose the Council's grant for 2022/2023, which was originally intended to fund a Debt Advisor.
RESOLUTION: The grant of £20,000 to the Citizens Advice Bureau in 2022/2023 can be used to recruit an Advice Session Supervisor
- (iv) Councillors received and considered a quote from Youngs Nurseries relating to the Phoenix Palms, including an explanatory report from the Town Clerk & RFO.
RESOLUTION: The 17 very old palms will be removed from the Council's inventory. The 20 recently old palms will be placed in the Arches and along Harbour Parade (£6,800 approved) and the 20 new palms will be placed Chine to Chine (£5,000). Any palms no longer suitable for public display will be offered to community groups where possible.
- (v) To receive and consider an Events Fund application from the Association of Dunkirk Little Ships.

RESOLUTION: £3750 was awarded to support the return of 24 Dunkirk Little Ships during the Platinum Jubilee Celebration.

112/22 CONFIDENTIAL MATTERS

(i) EXCLUSION OF THE PUBLIC & PRESS

It is 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: It was resolved to exclude the public for the following items of business.

(ii) JUBILEE FOREST

To receive and consider a confidential report from the Town Clerk & RFO regarding different possibly Jubilee Forest sights and consider how to proceed. It is recommended that this item be considered confidentially due to three of the potential sites being in private ownership and the potential negotiation to be discussed.

Cllrs Nixey and Rusiecki left the meeting during this item.

RESOLUTION: To obtain more information in relation to the four proposals, and tree planting at Jackey Bakers. A professional opinion of the three parcels of private land will be obtained and brought to the Finance & General Purposes Committee Meeting for consideration.

(iii) FREE ACCESS WIFI

To consider a report from the Town Clerk & RFO detailing a proposal from the district council, in which support for free access Wi-Fi in the town centre is sought. It is recommended that this item be considered confidentially due to the quote contained therein, obtained by TDC, that RTC does not have permission to make public.

RESOLUTION: TDC will be asked to provide an alternative quote for comparison before the town council makes a decision.

(iv) RADFORD HOUSE PROJECT MANAGEMENT

To receive and approve the contract for Radford House Project Management. It is recommended that this matter be considered confidentially due to the negotiation of terms contained therein.

RESOLUTION: To accept the contract subject to successful negotiation on a final point regarding cancellation by both parties.

113/22 DATE & TIME OF NEXT MEETING

Wednesday 29th June 2022 at 7pm