



## **RAMSGATE TOWN COUNCIL**

### **Minutes of the Finance and General Purposes Committee**

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

**Date:** Thursday 23 January 2020.

**Present:** Councillors; Albon, Ara, Campbell, Green, Hetherington, Huxley, Knight, Makinson, Nixey, Moore, L Piper, and Wing.

Also in attendance: R Styles–Town Clerk and Miss E Richford – Deputy Town Clerk (RFO).

#### **174 APOLOGIES**

Apologies were received from: Cllrs S Piper and Young.

Committee agreed that a bouquet of flowers should be sent to Cllr Young from Members and Officers as a get well wish.

#### **175 DECLARATIONS OF INTEREST**

None declared.

#### **176 MINUTES**

Proposed by Cllr Albon and seconded by Cllr Green that;

The minutes of the meeting held on 2 October 2019 (minutes 112 to 120) are agreed as a true record.

#### **RESOLVED**

#### **177 REDUCING RAMSGATE TOWN COUNCILS TRANSPORT CARBON FOOTPRINT**

The Committee considered the report of the Town Clerk. The Town Clerk answered questions in relation to the current and proposed vehicle purchase/replacement and cost analysis.

Proposed by Cllr Campbell and seconded by Cllr Wing that;

The Town Clerk purchases one large and one small milk float and retains the transit van. The Town Clerk, Senior Technician and Cllr Wing to visit the supplier to view the vehicles prior to purchase.

RESOLVED

**178 ACCOUNTS 3rd QUARTER – FY 2019-20**

The committee considered the report of the Deputy Town Clerk (RFO) on the Councils accounts to 31 December 2019.

Proposed by Cllr Campbell and seconded by Cllr Albon that;

The report is noted.

RESOLVED

**179 BUDGET RECOMMENDATIONS – FY 2020-2021**

The committee considered the report of the Deputy Town Clerk (RFO); budget recommendations of the Councils Committees and of the Town Clerk / Deputy Town Clerk (RFO).

**INCOME - BUDGET**

Proposed by Cllr Green and seconded by Cllr Albon that the income budget is;

**CUSTOM HOUSE**

Tenants; £16,700.00.

Chamber Hire; £2,000.00.

Visitor Information Centre; £8,500.00.

**RADFORD HOUSE**

Room hire £1,000.00.

**ALLOTMENTS**

Plot and water fees; £22.00 for a quarter plot; £44.00 for a half plot and £88.00 for a whole plot for 2020-21.

Budget; £18,000.00.

Total Income Budget **£46,200.00** - Precept income to be added.

## **EXPENDITURE**

Proposed by Cllr Campbell and seconded by Cllr Hetherington that;

**STAFF TRAINING** for 13 members of staff.

**Budget; £10,000.00.**

Cllr Green abstained.

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**ADMINISTRATION** for equipment, I.T & telecoms, stationary, subscriptions, office catering - for the Custom House and Radford House.

**Budget; £30,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Hetherington that;

**RTC PROPERTY** for The Custom House - cleaning, repairs, rent, electricity, gas, water, legal, business rates; Radford House – cleaning, repairs, electricity, water; Charlotte Court – maintenance of the Court; Albion Gardens.

**Budget;**

Custom House; £85,000.00.

Radford House; £30,000.00.

Charlotte Court; £5,000.00.

Albion Gardens; £20,000.00.

Contingency; £20,000.00.

Total; **£160,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**STORAGE AND VEHICLES** for vans x 3; tax, insurance, fuel, general maintenance, parking, containers, electricity to containers.

**Budget;**

Capital; £35,000.00.

Revenue; £15,000.00.

Total; **£50,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Ara that;

**ALLOTMENTS** water, repairs, key deposit refunds, invoice costs, Site Rep expenses, legal costs, electronic administration package and on-site toilet refurbishment.

**Budget;**

Capital; £10,000.00.

Revenue; £15,000.00.

Total; **£25,000.00.**

Cllr L Piper abstained.

Proposed by Cllr Campbell and seconded by Cllr Hetherington that;

**DEMOCRACY** elections, meeting expenses, noticeboards and public engagement.

**Budget; £15,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Green that;

**FINANCE** insurance, bank charges, audit fees, accounts package.

**Budget; £12,000.00.**

Proposed by Cllr Hetherington and seconded by Cllr Wing that;

**VISITOR INFORMATION CENTRE** running costs, sale of goods, capital expenditure.

**Budget; £12,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**CIVIC** Mayoral events / functions, insignia, Cinque Ports, Twinning and Mayoral allowance (paid as required and not as a lump sum to the Mayor).

**Budget; £15,000.00.**

Proposed by Cllr Hetherington and seconded by Cllr Nixey that;

**TOWN PROMOTION** as detailed below.

**Budget;**

Active Ramsgate; £18,500.00.

Active Ramsgate Activities; £15,000.00.

Town Promoter; £25,000.00.

Website; £2,000.00.

Total; **£60,000.00.**

Proposed by Cllr Green and seconded by Cllr Campbell that;

**EVENTS FUND**

**Budget; £72,500.00** (Of which £7,500.00 to set aside for Operation Dynamo 2020 and £5,000.00 for Royal Harbour 2021 events).

Proposed by Cllr Green and seconded by Cllr Hetherington that;

**COUNCIL GRANTS** as detailed below.

**Budget;**

The Ramsgate Fund; £35,000.00.

Ward Funding; £8,000.00.

Total; **£43,000.00.**

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**DECORATIVE LIGHTS** revenue and capital spend for Town / Christmas lights.

**Budget; £26,520.00.**

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**TOWN IMPROVEMENTS** revenue and capital spend covering the town, St Laurence Churchyard, Eskdale Avenue, flower beds, palms, waste clearance in all areas as required.

**Budget; £60,000.00.**

(To include provision of a Christmas Tree for Nethercourt Ward).

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**NEIGHBOURHOOD PLAN** consultation, meeting expenses and professional services as required.

**Budget; £20,000.00** – already allocated in FY 2019-2020.

Proposed by Cllr Campbell and seconded by Cllr Albon that;

**RESTRICTED GRANTS FUNDING**

**CAB; Suggested amount £15,000.00** but decision referred to Council following investigation by the Town Clerk into costs of the CAB being open two days as opposed to one day per week in Ramsgate.

**EAST KENT RAPE CRISIS Suggested amount £15,000.00** but decision referred to Council following investigation by the Deputy Town Clerk into costs of an increased service within the Custom House.

Total Expenditure Budget 2020-2021 with staff wages to be added;  
**£641,020.00.**

**All the above RESOLVED to Recommend to Council on 5 February 2020.**

**180 PRECEPT 2020-2021**

Proposed by Cllr Campbell and seconded by Cllr Ara that;

The Finance and General Purposes recommendation to Council on 5 February 2020 that it approves a precept of £79.02 per annum for a Band D property.

RESOLVED

**181 TOWN CLERK'S REPORT**

The Town Clerk advised the Committee of a meeting to be held at 9 am on Wednesday 5 February 2020, with the architects and in reference to Radford House. Several Members indicated that they wished to attend the meeting. It was agreed that the Town Clerk would email those Members the details of the meeting.

**182 EXCLUSION OF THE PRESS AND PUBLIC**

Proposed by Cllr Campbell and seconded by Cllr Albon that;

The Press and Public be excluded as the following item is to be taken as confidential as deemed advisable by the Chairman during the meeting under the terms of the Public bodies (Admission to meetings) Act 1960.

RESOLVED

**183 STAFF MATTERS**

Staff matters were discussed by the Finance and General Purposes Committee.

RESOLVED

The Chairman closed the meeting at 8.30 pm.