



Addendum to Appendix 1(vii)



NEW ROMNEY TOWN COUNCIL

POLICY ON RECORDING AND PUBLICATION OF DELEGATED DECISIONS

OPENNESS AND TRANSPARENCY REGULATIONS 2014

RECORD OF OFFICER DECISION TAKEN UNDER DELEGATED AUTHORITY

TITLE OF OFFICER TAKING DECISION	Town Clerk and Responsible Financial Officer
NATURE OF DECISION	Termination of Hut and Winch Tenancy re site 36 – 8 th September 2023
DATE ON WHICH DECISION WAS TAKEN	8 th September 2023
DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED, IF ANY	Initial rent arrears warning letter sent out and subsequent telephone conversation with tenant, who wished to surrender site. Letter sent requesting written surrender or payment of rent followed by 1 reminder, final termination warning and notice that Termination complete. Copy of Inspection, Termination and Appeals Procedure provided. Appeal period observed.
RECORD OF CONFLICT OF INTEREST DECLARED BY A MEMBER CONSULTED ON THE DECISION	N/A
DETAILS OF ANY REPORT OR OTHER RELEVANT BACKGROUND PAPER CONSIDERED IN REACHING THIS DECISION, IF ANY (NB: ANY RELEVANT DOCUMENT, NOT DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION SHOULD BE ATTACHED TO THIS RECORD OF DECISION)	Copy letters x 4 and records of telephone conversations (Held at Town Hall)

