

MINUTES
of
A Meeting of New Romney Town Council
Held in the Assembly Rooms, New Romney
on Monday 9th September 2024
Commencing at 6.45pm

PRESENT: The Right Worshipful the Mayor of New Romney,
Councillor John Rivers

Town Ward:

Councillors: P Carey, J Davies, E Carr, Rev Cn S McLachlan,
J Houston and L Phillips

Coast Ward:

Councillors: P Thomas, J Hiscock, P Coe, K Terry and S O'Hare

In Attendance:

Town Clerk	-	Mrs C Newcombe
KCC Councillor	-	Cllr A Hills
Members of Public	-	1

IN THE CHAIR

The Mayor – Councillor J Rivers

In the absence of the Mayor's Chaplain Cllr Rev Cn McLachlan led the Council in prayer.

The formal business of the meeting commenced **@6.48PM.**

208/2024-25 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor Meredith	-	due to work commitments
Councillor Hodges	-	for personal reasons
Councillor Wimble	-	for personal reasons

Apologies for absence had also been received from the Mayor's Chaplain.

209/2024-25 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been processed by the Town Clerk.

210/2024-25 **DECLARATIONS OF INTEREST**

@6.49PM Councillor Hiscock declared a Personal Interest in respect of Town Council finance reports due to her employment of a contractor who is also employed by the Town Council. (Minute Ref 221/2024-25 refers)

211/2024-25 **REPORT OF THE KENT COUNTY COUNCILLOR**

KCC Councillor Hills provided a brief verbal report, which included information and updates relating to the opening of the Hub on the Beach, the future of the Romney Marsh Visitor Centre and the suitability of the current Water Quality Testing regime. The verbal report was duly received and noted with questions having first been put and answered.

212/2024-25 **REPORTS OF THE DISTRICT COUNCILLORS**

FHDC Councillor Thomas' written report, which included details of meetings attended and Ward Grant funding awarded, was duly received and noted.

213/2024-25 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no public questions or statements had been received in writing.

214/2024-25 **PUBLIC QUESTIONS**

None.

215/2024-25 **RE-CONVENING OF MEETING**

Not applicable.

216/2024-25 **MINUTES**

The Chairman presented the minutes of the **Full Council Meeting** held on **12th August 2024**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Rev Cn McLachlan

RESOLVED – that the minutes of the Full Council Meeting held on 12th August 2024 be approved and signed as a true and correct record.

Councillors Carey, Houston and Phillips abstained from voting as they had not been present at the afore-mentioned meeting.

The afore-mentioned minutes were subsequently signed by the Chairman of the Council.

217/2024-25 **MAYOR'S REPORT AND COMMUNICATIONS**

The Mayor's report regarding civic engagements attended since the last meeting of Full Council was duly received and noted.

218/2024-25 **TOWN CLERK'S REPORT**

The Town Clerk's report was received and noted and read as under:

MEETING OF FULL COUNCIL – 9th SEPTEMBER 2024 TOWN CLERK'S REPORT

Actions completed since the Full Council meeting held on 12th August 2024

- 1) A representative and engineer from Higher Elevation visited the Town Hall on Tuesday 3rd September in response to the letter issued by the Town Council regarding the stairlift. It was agreed at the meeting that the fault which could now be identified would be rectified on site on the day and that the stairlift warranty would be extended until at least the end of 2024 (to be confirmed in writing) in order that the Town Council can gain confidence in the product. The on-going fault has now been rectified and the stairlift is currently in full working order. On receipt of confirmation in writing of the extended warranty, it will be confirmed that this is acceptable subject to the Town Council reserving the right to enforce the provisions of the Consumer Rights Act and require removal and full refund if further faults arise with the stairlift during the period up to end December 2024

- 2) The Proprietor of Balance Bar has been duly notified that no further Pavement Licence will be issued by the Town Council for use of Town Square. No response has been received. However, no furniture appears to have been placed on Town Square since the notification was issued.

Town Clerk

3rd September 2024

219/2024-25 **STANDING ORDER NO.14**

No questions had been submitted in accordance with Standing Order 14.

220/2024-25 **STANDING COMMITTEES**

(i) Councillor Thomas presented the minutes of the **Personnel Committee** meeting held on **5th August 2024**, which were duly received and noted.

(ii) Councillor Rivers presented the minutes of the **Health & Wellbeing Committee** meeting held on **3rd September 2024**, which were duly received and noted.

221/2024-25 **RFO'S FINANCIAL REPORTS FOR 2024-25**

The Clerk presented final payments and receipts and final bank reconciliation for the month of **July 2024**, which were duly received and noted and it was:

PROPOSED BY: Councillor Thomas
SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY – that the finance reports for the month of July 2024 be hereby received and approved.

Payments and receipts for the month of **July 2024** being in the amounts as detailed below:

July 2024	Receipts:	Payments:
NatWest Current Account	£51,463.44	£51,463.44
Unity Trust Current Account:	£35,615.18	£1,835.23
Lloyds Bank Business Account:	£51,166.72	£519,584.90
NatWest Business Reserve Account:	£1,592.14	£50,289.04
Petty Cash:	£0.00	£50.15
Lloyds Bank Corporate Card:	£287.73	£283.12
Lloyds Bank Instant Access Online Saver	£252,929.93	£0.00
NSIB	£0.00	£0.00

222/2024-25 **COUNCIL REPRESENTATIVES' REPORTS**

There were no Council Representatives' reports on this occasion.

223/2024-25 **CAPITAL PROJECTS REPORT**

(i) The Maude Community Centre Project Report was duly received and noted.

(ii) The Maude Community Centre Project Financial Update Report was duly received and noted.

224/2024-25 **NRTC POLICY DOCUMENTS**

(i) Having duly considered the draft Policy on Councillor Attendance, it was:

PROPOSED BY: Councillor Terry
SECONDED BY: Councillor Thomas

RESOLVED UNANIMOUSLY – that the Policy on Councillor Attendance be hereby approved as presented and adopted with immediate effect.

(ii) Having duly considered the draft Policy on Protecting and Maintaining Public Open Spaces, and having first amended P1 Public Parks The Greens, Littlestone definition to read *'The Greens, Littlestone – informal open coastal grassland for leisure and recreation, partially protected by SSSI (Site of Special Scientific Interest) status'*, it was:

PROPOSED BY: Councillor Hiscock

SECONDED BY: Councillor Davies

RESOLVED – that the Policy on Protecting and Maintaining Public Open Spaces be hereby approved as amended and adopted with immediate effect.

(iii) Having duly considered the draft Whistleblowing Policy, and having first amended P6 'How the Matter Can be Taken Further' to include the definition of ICO, it was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Houston

RESOLVED – that the Whistleblowing Policy be hereby approved as amended and adopted with immediate effect.

Councillor Phillips voted against the approval and adoption of this Policy.

(iv) Having duly considered the draft Employee Privacy Notice, it was:

PROPOSED BY: Councillor Houston

SECONDED BY: Councillor Davies

RESOLVED UNANIMOUSLY – that the Employee Privacy Notice be hereby approved as presented and adopted with immediate effect.

(v) Having duly considered the draft Anti-Fraud and Corruption Policy, it was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Davies

RESOLVED UNANIMOUSLY – that the Anti-Fraud and Corruption Policy be hereby approved as presented and adopted with immediate effect.

225/2024-25 **ASSEMBLY ROOMS CAR PARK**

Having considered the preliminary opinion of the Civil Engineer appointed to undertake a visual survey of the Assembly Rooms Car Park and

provide an output report and recommendations regarding the feasibility of repairs versus replacement of the concrete slabs, it was:

PROPOSED BY: Councillor Rev Cn McLachlan

SECONDED BY: Councillor Houston

RESOLVED UNANIMOUSLY – that Standing Orders [Financial Regulations] regarding expenditure thresholds be waived and authority be delegated to the Finance & General Purposes Committee to make a final decision as to the appropriate way forward [in respect of repair or replacement of the car parking surface to the rear of the Assembly Rooms] and to approve the associated expenditure, having first reviewed the Civil Engineer’s report; if the afore-mentioned report has not been received for consideration at the F&GP meeting scheduled to be held on 18th September 2024, this matter shall revert to Full Council via an especial meeting – date to be scheduled by the Clerk.

226/2024-25 **EXCLUSION OF PUBLIC AND PRESS**

The Clerk confirmed that it was not necessary to exclude members of public and press on this occasion.

227/2024-25 **ON-GOING MATTERS**

The Clerk confirmed that there were no matters of report on this occasion.

228/2024-25 **PERSONNEL MATTERS**

The Clerk confirmed that there were no matters of report on this occasion.

229/2024-25 **LAND AND TENANCY MATTERS**

The Clerk confirmed that there were no matters of report on this occasion.

230/2024-25 **CONCLUSION OF PRIVATE SESSION**

Not applicable.

The Chairman thanked the Councillors and Clerk for their attendance and the meeting then concluded @ **7.55PM**.

NB: All documents referred to herein are available at the Town Hall for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Town Clerk