

**MINUTES OF THE MARGATE CHARTER TRUSTEE MEETING**

**HELD ON 15<sup>TH</sup> JANUARY 2018**

**MEDIA CENTRE**

**PRESENT:** Cllr R.Dixon, Cllr J Dellar, Cllr I. Johnston, Cllr M Tomlinson, Cllr R Edwards,  
Cllr L. Potts.  
Clerk: Mrs I Spencer  
Members of the public: Mr G. Dixon, Mr J. Brazier, Mr D Spencer  
For item under Minute 61 only; Cllr I. Venables.

The Members present recognised that the numbers in attendance did not constitute a quorum. However, given that some issues before the Committee did not require a decision to be made, such matters could be discussed and comments made as appropriate. Contact was made with an absent Charter Trustee who agreed to attend the meeting for the item on the budget/precept for 2018-2019.

**MINUTE 59**      **APOLOGIES**      Cllr Jaye-Jones and Cllr G. Taylor

**MINUTE 60**      **MINUTES OF PREVIOUS MEETING & MATTERS ARISING**

The minutes of the meeting held 27<sup>th</sup> November 2017 were accepted.

Proposed: Cllr I Johnston

Seconded: Cllr M. Tomlinson

Passed nem con

N.B Confirmation of acceptance of these minutes need to be ratified at the next meeting of the Margate Charter Trustees

The Clerk informed the Trustees that the lights from the Mayor's Christmas tree were being stored at Young's Nursery. There is still a fault in the tree lights nearest the Wig and Pen; this needs to be explored by the electrician.

Cllr Tomlinson stated that the lights in Cecil Square, although attractive, were 240v and would not meet H & S standards.

Cllr Johnston would like to see a tree in Cecil Square in December 2018.

**MINUTE 61**      **BUDGET**

**Cllr Ian Venables** joined the meeting making it quorate; the budget item was therefore moved up the agenda.

The Charter Trustees discussed reverting to the system of paying the Mayor's allowance through PAYE. Further more, that the balance of the Mayor and Deputy Mayor's allowances for the current financial year be paid to the Mayor and Deputy via the payroll.

Proposed: Cllr I. Johnston

Seconded: Cllr L. Potts

Passed nem con

The Mayor asked that salaries should be discussed; Cllr Johnston stated this should go to the HR committee first and a report presented from HR.

Cllr Dellar did not see how the joint RBL/Mayoral event could work; Cllr Johnston reminded the meeting that a joint collaboration worked very well in respect of the Blessing of the Seas.

The rest of the budget was accepted in its entirety: The budget for 2018-2019 is £137,500.00 resulting in a Band D equivalent figure of £10.98.

The Tax based number of Band D Properties in 2018-2019 is 12525, up from 12214 in 2017-2018

Proposed: Cllr I Johnston

Seconded: Cllr M Tomlinson

Passed: Nem con

**Cllr Venables left the meeting at 8.04p.m. The meeting being no longer quorate.**

**MINUTE 62      MATTERS ARISING FROM THE MINUTES OF 27.11.17**

Cllr Tomlinson suggested looking at the possibility of moving the Blessing of the Seas from the Winter Gardens to Dreamland in the light of escalating costs.

No breakdown of last year's carnival costs has been received. Cllr Johnston suggested the Chairman of the Margate Carnival Group should be asked along to give a presentation to the Charter Trustees.

Cllr Tomlinson reported that there has been a suggestion that someone should be brought in and paid to organise the Carnival procession.

The Margate float was missing from a number of Kent carnivals throughout the year and, once again, the 'quality' of the Margate float was poor.

**MINUTE 63      MAYOR'S REPORT**

A letter had been received from the interim clerk of Westgate On Sea Town Council, regarding the £30,000.00. The Mayor read the letter to the Trustees and expressed her hope that this matter is now finally resolved. A member of the public stated that to his recollection, no discussion and no vote on the £30,000.00 had taken place at the Westgate On Sea Town Council meeting of 5<sup>th</sup> December 2017.

The Clerk was asked to write to the Clerk of Westgate On Sea Town council and request a copy of the minutes of 5<sup>th</sup> December 2017, and ascertain whether a discussion/vote took place.

The Mayor was disappointed at the lack of support by the Charter Trustees at the Blessing of the Seas on 7<sup>th</sup> January.

The next fund-raising event would be the Emancipation dinner on 6<sup>th</sup> February at the Walpole Bay Hotel.

TDC appears to have back-tracked on its support for a Community Governance Review and has informed the Charter Trustees that it is their responsibility to gather support for a Review.

The Mayor wants to increase the Finance Committee to four members and would like to be a member of the committee.

The Mayor requested that the date be put on the front cover of Standing Orders in future rather than the inside page.

**MINUTE 64      OFFICE AND FINANCE REPORT**

An amended Internal Report has been received; adoption will be deferred until the next Charter Trustee meeting.

The Clerk is working on revised Financial Regulations and has been advised by the Appointed Auditor that, although a 'grey area', it would be prudent for the Charter Trustees to adopt the NALC template, suitably adjusted for the Charter Trustees.

The Clerk reported that the Charter Trustees are now registered for Data Protection.

The Clerk has discovered a fault in the reports produced on the Sage payroll software and has electronically sent the payroll to Sage for repair.

The Clerk reminded the Charter Trustees that Natwest has paid £100 into an account currently linked to her own personal account at Natwest. The Clerk sought permission to transfer this money to the Mayor's Fund and close the account.

Other items on the Finance Report: Cash Book, Trial Balance, budget variances, were not discussed. The agenda item on Risk Assessments was not discussed.

The meeting ended at 8.50p.m.

DRAFT