

MINUTES OF THE CHARTER TRUSTEE MEETING

16TH APRIL 2018

THE MEDIA CENTRE

PRESENT: Cllr Rosamund Dixon, Cllr Iris Johnston, Cllr Linda Potts, Cllr Edwards Jaye-Jones, Cllr Robin Edwards, Cllr Emma Dawson, Cllr Lesley Game, Cllr Ash Ashby, Cllr Peter Evans, Cllr Chris Wells, Cllr Gary Taylor, Cllr Gary Hillman, Cllr Jonathan Curran, Cllr Mick Tomlinson, Cllr Julie Dellar.

Also Present: Mrs Ingrid Spencer, Clerk to the Margate Charter Trustees
Mr James Brazier

MINUTE 75 **APOLOGIES** Apology had been received from Cllr Venable

MINUTE 76 **MINUTES OF MEETING HELD 5TH MARCH 2018**

The Minutes of the meeting of 5th March were approved as being a true record.

Proposed: Cllr I Johnston

Seconded: Cllr M Tomlinson

Passed nem con

MINUTE 77 **MATTERS ARISING FROM THE MINUTES**

Minute 68. A meeting to be arranged with Margate Carnival Group Chairman Jack Packman. Cllr Jaye-Jones requested a financial report on the previous year Carnival be requested.

Minute 70. Security. A discussion took place regarding the current lack of security for staff when working alone in the office. The fire door should have a closing mechanism which is currently missing and should be replaced. A key pad for entry to the office should be considered, as should CCTV. It was suggested that a meeting be arranged between the Landlord of the building and all tenants to discuss security.

MINUTE 78 **EXECUTIVE ACTION**

No Executive action had taken place, although the Executive had met on numerous occasions. An HR report is due to go before the Executive but may be held over until the new Mayor is installed.

MINUTE 79 **MAYOR'S REPORT**

The Mayor updated the Charter Trustees on the efforts to progress a Community Governance Review. Cllr Wells stated that the cost of a CGR would be met by Government but it was up to the Charter Trustees to get the required number of signatures. Cllr Johnston queried where a new Town Council's boundary would be; would it comprise Margate Central, Westbrook and Garlinge? Would Cliftonville align with Dane Valley? Cllr Ashby proposed a cogent argument for a Town Council should be prepared as currently the electorate are unaware of the arguments for and against. Furthermore, the Town Council should encompass the wards in the 'Old Borough', none should be left behind. Cllr Tomlinson advised that some 2200 signatures would be required to call a CGR.

The awaited letter from Westgate On Sea had been received and was read by the Mayor to the meeting. The Charter Trustees agreed that they had acted on legal advice received that it would not be in the best interest of Margate to pursue this matter any further. The Charter Trustees agreed this matter was now closed.

Proposed: Cllr Wells
Seconded: Cllr Johnston
Passed nem con

The Mayor reported on a very enjoyable End of Term dinner held at Salmestone Grange that had raised £508 for the Mayor's Fund

MINUTE 80 **FINANCE AND OFFICE REPORT**

MINUTE 80 A The Annual Governance Statement was presented to the Charter Trustees for their deliberation.

Proposed : Cllr Wells
Seconded: Cllr Johnston
Passed nem con

The Mayor, Cllr Rosamund Dixon, signed the Annual Governance Statement

MINUTE 80 B

The Accounting Statement was presented to the Charter Trustees for deliberation. Cllr Johnston queried whether item 4 was purely staff salary costs or included the Mayoral Allowance.- just staff. Cllr Jaye-Jones requested that in future, there should be a separate sheet showing the reasons for variances as the form submitted was not easy to read.

Proposed: Cllr Wells
Seconded: Cllr Johnston
Passed nem con

The Mayor, Cllr Rosamund Dixon, signed the Accounting Statement

MINUTE 81 **MARCH EXPENDITURE**

The schedule of payments for March was presented for approval.

Proposed: Cllr Johnston
Seconded: Cllr Wells
Passed nem con

MINUTE 82 **FINANCIAL REGULATIONS**

The proposed new financial regulations, which had been circulated to members before the meeting, were discussed. The new regulations were based upon the NALC (National Association of Local Councils) template and had been adjusted for the Charter Trustees.

It was proposed that the guidelines be updated – removing the grey highlighted areas and renumbering the regulations and that the new regulations be ratified at the Annual General Meeting in May.

Proposed: Cllr Wells
Seconded: Cllr Johnston
Passed nem con

MINUTE 83

APPOINTMENT TO COMMITTEES, CHEQUE SIGNATORIES AND CALENDAR OF MEETINGS

1. **Cheque Signatories:** The Town Mayor, Deputy Town Mayor, Cllr Johnston and Cllr Edwards.
2. **Committees/Working Parties/Outside Bodies**
 - i. **Association of Charter Towns.**
The Town Mayor and in his/her absence the Deputy Town Mayor
 - ii. **Executive Committee**
The Town Mayor, Deputy Town Mayor, Cllr M. Tomlinson and Cllr Jaye-Jones.
 - iii. **HR Committee**
Cllr P. Evans, Cllr R. Edwards, Cllr C. Wells and Cllr I. Johnston
 - iv. **Finance**
Cllr M. Tomlinson, Cllr C. Wells and Cllr R. Edwards
 - v. **Dr Peetes.**
Cllr Taylor and Cllr Dixon (Mayor ex-officio)
 - vi. **Alan Squirrel Trust**
Cllr Ashby
 - vii. **Friends of Margate Cemetery**
Town Mayor
 - viii. **Margate Town Team**
Town Mayor

3. **Dates of Meetings:**

- Monday: 25th June
Monday: 10th September
Monday: 19th November
Monday: January 19th 2019 (Budget)
Monday: 15th April 2019
Monday: 10th June 2019 AGM

MINUTE 84

MAYOR'S FUND

Two applications to the Mayor's Fund had been received and were considered by the Charter Trustees:

Swim Safe - Approved Grant of £500
Proposed: Cllr M. Tomlinson
Seconded: Cllr I. Johnston
Passed nem con

Gordon Road Olympics
Proposed: Cllr C. Wells
Seconded: Cllr Jaye-Jones
Passed nem con

MINUTE 85

A.O.B

ClIr Tomlinson advised the purchase of flags for the Nayland Rock flagpole ought to include an RAF flag in commemoration of the 100th anniversary of the founding of the RAF. Agreed purchase of flags including that of the RAF.

There being no other business, the meeting ended at 8.10p.m.

DRAFT