

Minutes of the Charter Trustee Meeting

Held on 10th September 2018

Media Centre Margate

Present: Cllr Julie Dellar (Chair), Cllr Mick Tomlinson., Cllr Iris Johnston., Cllr Robin Edwards., Cllr Edward Jaye-Jones., Cllr Linda Potts., Cllr Gary Taylor.

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

Apologies Cllr Rosamund Dixon., Cllr Peter Evans.

Minute 7 The Minutes of the Charter Trustee Meeting of 16th April 2018 were approved.

Proposed: Cllr L. Potts

Seconded: Cllr G. Taylor

Passed nem con.

The Mayor signed the Minutes

The Minutes of the Charter Trustee meeting of 9th July were approved.

Proposed: Cllr L. Potts

Seconded: Cllr M. Tomlinson

Passed nem con

The Mayor signed the Minutes

Minute 8 **Matters arising from the Minutes**

There were no matters arising

Minute 9 **Mayor's Report**

The Mayor thanked those Charter Trustees who attended the Merchant Navy Day Service on 3rd September. A copy of an email from the EK Vindicatrix Association had been forwarded to all Charter Trustees. The MN members appreciated the efforts made by the Charter Trustees in organising this small event that can be built on in future years.

Westgate on Sea

An email has been received from the Clerk of Westgate on Sea attaching a letter from the WOS chairman to a member of the electorate who is still unhappy regarding the £30,000 settlement. Charter Trustees had been sent a link to the Margate Civic Society newsletter. WOS would like a joint communiqué from WOS and the CT's to *finally* draw a line under this matter. The Chairman of WOS suggested wording of a 'misunderstanding' was opposed by Cllr Johnston who preferred stating payment had been made in good faith.

KALC (Kent Association of Local Councils)

Following the last CT meeting, the Clerk has been back to KALC regarding the Parishing of Margate. An email from Terry Martin of KALC made a point that "as Thanet District Council undertook a CGR of Margate over 2 years ago, then TDC could undertake another CGR on their own initiative".

KALC have offered to come and meet the CT's to discuss parishing in more detail.

The Clerk would liaise and arrange a date for such visit.

Civic Service and Trafalgar Day

The date of the Mayor's Civic service has had to be changed to **21st October**, which is Trafalgar Day. The Mayor asked for all CT's to attend.

Remembrance Sunday

The Mayor stressed how important it is that *all* Charter Trustees attend the ceremony this year.

Cllr Tomlinson commented on TDC's inadequate clearing of wreaths prior to last year's event and expressed the hope that it would be better this year.

Beacon Lighting

At 7.00p.m., on 11th November, the beacon will be lit on Fort Hill followed by a small event at the Britannia; nibbles and songs. Please try and attend.

Poppy Appeal

Every year a Festival of Remembrance on behalf of the Royal British Legion is held at the Winter Gardens. Tickets cost £8.50 each and 12 are booked by the Civic office for sale to Charter Trustees. Please let the office know if you would like tickets.

Events

In conjunction with Looking Ahead, a Macmillan Coffee morning is being arranged for 28th September between 10.30 and 1.30. The Mayor will be attending. Please come and add your support.

The Civic Service, Remembrance Sunday and Beacon lighting had already been discussed.

The Mayor's Ball

Will be held on Saturday 24th November at the Winter Gardens. Tickets are on sale at £32.50 each, there's a nice menu and music will be provided by Coco. The Mayor's chosen charities for this year are the RNLI and Pilgrims Hospice.

Minute 10

Office and Finance Report

Auditor's Report

This matter was deferred from the meeting of 9th July. The Auditor has given the Final Accounts for 2017-2018 a clean bill of health.

Proposed Acceptance of the Report: Cllr I. Johnston

Seconded: Cllr M Tomlinson

Passed nem con.

Cllr Johnston proposed that the CT's should give thanks to the Clerk for all her hard work.

External Auditor's Report

The Report from the External Auditor has been received and the accounts for the year 2017-2018 have been signed off without comment.

Proposed Acceptance of the Report: Cllr L. Potts

Seconded: Cllr I. Johnston

Passed nem con

Cash Book and Variances

Details of the payments for each month were presented (had already been sent electronically), together with the Trial Balance to 31st August. There were no notable variances as at the end of the first quarter.

Proposed acceptance of the reports: Cllr Johnston

Seconded: Cllr Tomlinson

Passed nem con

Margate Carnival Accounts

The accounts of Margate Carnival, deferred from July, were tabled.

It was noted that there was no mention of any funding from TDC. Was this correct?

The accounts were felt to be inadequate and not supported by receipts and invoices

Cllr Johnston stated that there had been a lot of mention on carnival day about their support of Showboat, but not about the Margate Charter Trustee support.

We do need to know in advance what will be happening next year

Community Page on website

The Clerk suggested Charter Trustees may like to consider putting a 'Community Page' on our website where organisations such as Sea Cadets, can advise of forthcoming events. Content for upload would have to be passed by the Civic Office for suitability and would be open to community- based organisations only. The Charter Trustees gave approval to this.

Media Centre

Saunders have been asked to quote for replacing the lights in the office/committee room and cleaning the diffusers in the Mayor's Parlour. They have also been asked to quote for PAT testing.

The Clerk has not received a reply to her letter in response to our Landlord's email regarding decoration.

The Clerk had received an email from Tim Hewitt (TDC) who was unaware we had not been notified of the rent increase. He will reply on return from leave.

The CT's are still receiving invoices from TDC reflecting the rent increase, despite agreeing to put a hold on the demands.

Wi-Fi

Wi-fi has been installed in the office. Code **Wireless901**.

Flagpoles/Honours Board/Charter/Xmas Lights

The following are for the Charter Trustees to start considering:

A new honours board may be required after this year – budget implications

The flag pole at the Nayland Rock (Possibly using s137 monies), belongs to the Charter Trustees. From our records it would appear the flagpole has not been inspected since at least 2011 (if then) and there is no annual maintenance contract in place. Charter Trustees may like to consider this.

For many years, Cllr Mick Tomlinson and Shirley have raised and lowered flags at the Nayland Rock at no cost to the CT's. However, Cllr Tomlinson cannot continue doing this indefinitely and the Charter Trustees will have to start considering the practicalities involved in flag-handling and probable costs involved bearing in mind it is a two-person task.

Charter Trustees will recall that £1000 was included in this year's budget for the restoration/conservation of Margate's Charter. Caroline Lovely has inspected the Charter and unfortunately, it has been stuck to the backing with double-sided sticky tape and staples; the glue is causing leaching of the background colour. However, being vellum, it would cause more damage to try and rectify this. Caroline's advice is to replace the glass with anti-UVA glass to prevent further fading due to sunlight but not to attempt to remove the Charter from its backing. Charter Trustees may like to consider having a smaller copy of the Charter wording produced to enable the Charter to be read.

We have today received a quote from Saunders for the Xmas lights; there are different options for the Charter Trustees to consider.

Cllr Jaye-Jones requested 3 quotes be obtained. The final decision to be left to the Executive and Finance committees to agree.

Key Holder & Security

Standfast have updated the information held for the CT's and have asked for a named key-holder in the event the police need to make contact. The Clerk's name (using Cheryl's password) has been given. Permission has been given for the Clerk to hold a set of keys to the OTH and vault at home.

Proposed accepting the Report: Cllr I. Johnston
Seconded: Cllr L. Potts
Passed nem con.

Minutes 11 **Mayor's Fund**

Application received from Age UK to provide Xmas Boxes.

Proposed acceptance : Cllr L. Potts
Seconded: Cllr I. Johnston
Passed nem con

Minute 12 **A.O.B.**

Cllr Johnston moved exclusion of the public. Seconded by Cllr M. Tomlinson.

Following AOB, there being no further matters arising, the meeting concluded at 8.50p.m.

DRAFT