**MARGATE CHARTER TRUSTEES**

**MINUTES OF THE MEETING HELD**

**30TH NOVEMBER 2020 6.00P.M**

**PRESENT:** Cllr Mick Tomlinson (Chair). Cllr Harry Scobie., Cllr Alan Currie., Cllr Heather Keen.,

 Cllr Ash Ashbee. Cllr Candy Gregory., Cllr Gary Taylor., Cllr Horace Shrubb.,

 Cllr Kerry Boyd., Cllr Rob Yates., Cllr Pauline Farrance.,

**NO APOLOGIES RECEIVED:** Cllr Lesley Game., Cllr Cedric Towning., Cllr Linda Potts.,

 Cllr John Dennis., Cllr Ruth Duckworth.

**MINUTE 8 APOLOGIES** Cllr Helen Whitehead

**MINUTE 9 DECLARATION OF INTEREST**

 None received

**MINUTE 10** **MINUTES OF MEETING HELD 27TH JULY 2020**

 The minutes of the meeting held 27th July 2020, previously circulated,

 Proposed acceptance: Cllr Horace Shrubb

 Seconded: Cllr Rob Yates

 Passed nem con

**MINUTE 11 MATTERS ARISING FROM THE MINUTES**

Councillors had no matters arising from the minutes; the Clerk updated councillors on progress on change of telephone services.

Cllr Farrance asked about the landlord of the Media Centre and it was explained that although the property is owned by TDC, the property is leased out in its entirety and TC leases back the offices occupied by the Charter Trustees. Cllr Ashbee queried why the Charter Trustees did not occupy space in TDC offices. The Mayor stated that on becoming a Town Council, the Council could acquire the Old town Hall under a Community Asset Transfer.

**MINUTE 12** **MAYOR’S REPORT**

 The Mayor updated Trustees on:

1. Remembrance Sunday where the Mayor laid wreaths on behalf of a number of organisations who could not attend due to covid restrictions. The event was live-streamed with over 900 views. The Mayor also commented on the amount of work that had been involved reacting to the changes in government guidance and the holding of events and the difficulties encountered due to the lack of an RBL branch in Margate.
2. VJ Day was attended by the Mayor and Mayoress and the Chair of KCC who asked if he could attend, Margate being one of the few towns in Kent with a dedicated Burma Start memorial. He was concerned by members of the Birchington RBL branch driving their cars onto the green at Trinity Hill.
3. Blessing of the Seas, 10.1.20, will not be going ahead; a very small service will be held by the Greek Community but no civic guests will be invited and only a small number of Greek attendees will be allowed in the Greek Church.
4. Christmas trees have been placed outside the Old Town Hall and also in the Piazza in Margate.
5. Christmas flags – red and green, are being flown from the Nayland Rock flagpole
6. This year, e-cards will be sent instead of conventional Christmas cards
7. A replacement olive tree will be planted in Marine Gardens on 20th December
8. **Parishing of Margate**. The Mayor explained where we are regarding the perishing of Margate/Community Governance Review. A discussion ensued and questions asked regarding TDC’s change of direction. Cllr Scobie was of the opinion there was little appetite in Margate for a town council but Salmestone and Cliftonville may want their own. The Mayor explained that perishing would be for the CT9 postcode.

Tim Howes had produced notes on forming a town council and further explanations had been forwarded by the Clerk. The Charter Trustees were asked “**to approve the employment of a company to gather the 4800 signatures required to trigger a Community Governance Review.”**

Proposed acceptance: Cllr Rob Yates

Seconded: Cllr Pauline Farrance

Voted Against: Cllr Harry Scobie

The motion was carried

ix The Mayor explained that in normal times, the Rainbow ward at QEQM

 Hosted a Christmas party for the Rainbow (children’s) ward at QEQM. The

Mayor proposed that this year, £100 be donated from the Mayor’s Charity fund to the ward for the children. Passed nem con

1. Cllr Rob yates asked whether the Charter trustees could support a TDC initiative to declare a Climate Emergency. Agreed this should be deferred to a later date.

**MINUTE 13 OFFICE & FINANCE REPORT**

1. **Cash Book and Variances** (previously circulated)

There were no matters arising from the cash book and variances.

Proposed acceptance: Cllr Horace Shrubb

Seconded: Cllr Rob Yates

Passed nem con

1. **Risk Assessments** (previously circulated)

The risk assessments had been deferred from the meeting held 27th July to await an update on the premises risk assessment. The Clerk explained some of the difficulties in respect of producing a plan for this area as the Charter Trustees, whilst having a duty of care to staff and visitors, have no control over the state of repair or facilities in the building. The Clerk agreed to update Cllr Yates on correspondence with TDC.

Proposed acceptance of Risk Assessments; Cllr Rob Yates

Seconded: Cllr Alan Currie

Passed nem con

1. The external auditor has signed off the accounts for 2019-2020

Proposed acceptance of accounts: Cllr Heather Keen

Seconded: Cllr Rob Yates

Passed nem con

1. The internal interim audit has been concluded with no recommendations made.

Proposed acceptance of report: Cllr Rob Yates

Seconded: Cllr Horace Shrub

Passes nem con

1. The Charter Trustees were asked to accept and approve the Investment Policy previously circulated:

Proposed Acceptance: Cllr Rob Yates

Seconded: Cllr Horace Shrubb

Passed nem con

The Clerk advised Trustees that they would have to review the Standing Orders and Financial Regulations at the next meeting in January; this being an annual requirement.

1. The Clerk appraised the Trustees of the repair work that need to be carried out to the Mayoress’s chain and the costs involved. £750 was brough forward from 2019/20 and £750 was budgeted for in 2020/21 although £280 had already been spent engraving the Mayor’s chain. The cost involved repairing the chain could be offset by using the 15ct gold ‘spare’ shield in the vault along with the re-use of the 15ct gold from the damaged shield.

The Trustees were asked to approve the repairs and also the use of the spare shield.

Proposed acceptance: Cllr Horace Shrubb

Seconded: Cllr Alan Currie

Passed nem con

The Clerk

**MINUTE 14 APPLICATIONS TO THE MAYOR’S FUND / COVID Monies**

 There is a balance of £1137.01 in the Mayor’s Fund

1. Margate Independent Food Bank CIC – the Mayor requested this item be deferred to the next meeting as there are outstanding queries
2. POWThanet. The Mayor requested this be deferred until the next meeting as the matter does not, at the moment, require urgent action
3. Our Kitchen on the Isle of Thanet CIC. Charter Trustees agreed to the request for £1500 of funding from Covid monies

Proposed: Cllr Pauline Farrance

Seconded: Cllr Heather Keen

Passed nem con

There being no further business, the meeting concluded at 7.30p.m