**MINUTES OF THE MARGATE CHARTER TRUSTEES**

**MONDAY 15TH MAY 2019**

**MEDIA CENTRE, MARGATE**

**PRESENT:** Chair: Mrs Julie Dellar Mayor, Cllr Ash Ashbee, Cllr Lesley Game, Cllr Gary Taylor, Cllr Kerry Boyd, Cllr Cedric Towning, Cllr Linda Potts, Cllr Mick Tomlinson.

 Also present: Mrs Ingrid Spencer, Clerk to the Charter Trustees

**APOLOGIES:** Cllr Horace Shrubb, Cllr John Dennis, Cllr Rob Yates, Cllr Harry Scobie, Cllr Alan Currie.

**MINUTE 22** **Minutes of the Charter Trustee Meeting held 28th January 2019 and the Executive Committee of 25th April 2019**

 The minutes of 28th January 2019 had been accepted as a correct record by the Executive on 25th April 2019

 Proposed Acceptance of the Minutes: Cllr Mick Tomlinson

 Seconded: Cllr Linda Potts

 Passed nem con

**MINUTE 23** **Matters Arising from the Minutes**

 There were no matters arising from the minutes

**MINUTE 24** **Adoption of revised Standing Orders**

 The revised Standing Orders were approved by the Executive on 25th April 2019

 Proposed acceptance of the revised standing orders: Cllr Linda Potts

 Seconded: Cllr Gary Taylor

 Passed nem con

**MINUTE 25** **Adoption of Risk Assessments for the year 2019-2020**

 The Risk Assessments were approved by the Executive on 25th April 2019

 Proposed acceptance of the Risk Assessments: Cllr Mick Tomlinson

 Seconded: Cllr Cedric Towning

 Passed nem con

**MINUTE 26** **Acceptance of the Annual Governance Statement**

 The Annual Governance Statement had been approved by the Executive on 25th April 2019.

 Proposed Acceptance of the Annual Governance Statement:

 Cllr Mick Tomlinson

 Seconded: Cllr Ash Ashbee

 Passed nem con

 The Mayor signed and dated the Annual Governance Statement

 **MINUTE 27** **Acceptance of the Accounting Statements:**

 The Accounting Statement had been approved by the Executive on 25th April 2019

 Proposed Acceptance of the Accounting Statement: Cllr Linda Potts

 Seconded: Cllr Gary Taylor

 Passed nem con

 The Mayor signed and dated the Accounting Statement

**MINUTE 28** **Mayor’s Report**

 The Mayor congratulated the Charter Trustees on their election to office and wished them success during their tenure.

 The Mayor reported on the Medieval Banquet and EOT at Salmestone Grange that had been very enjoyable and raised £764.00 for the Mayor’s Fund.

 The Mayor congratulated Cllr Tomlinson on his election as Mayor-elect and that she wished the Charter Trustees success in pursuing the aim of becoming a Town Council.

**MINUTE 29** **Finance and Office Report**

The Cash book and Bank Reconciliation for April was tabled.

 All Charter Trustees had received a copy of the budget/ revised Standing Orders/Financial Regulations/Charter Trustees’ handbook/Mayor’s Protocol.

 A discussion took place regarding the position of Town Sergeant/driver.

 Proposed acceptance of Finance Report: Cllr Linda Potts

 Seconded: Cllr Mick Tomlinson

 Passed nem con

**MINUTE 30 Appointments to Committees, Cheque Signatories & Calendar of Meetings**

 Cheque signatories: The Mayor, Deputy Mayor, Cllr Ash Ashbee and Cllr Gary Taylor

1. Association of Charter Towns

 The Town Mayor with the Deputy Mayor as substitute.

1. Executive Committee

 Town Mayor, Deputy Mayor, Cllr Towning and Cllr Boyd.

1. HR Committee

 Cllr Boyd and 2 CT’s TBC

1. Finance Committee

 Town Mayor, Deputy Mayor, & Cllr Ash Ashbee

1. Dr Peetes Town Mayor & Cllr Gary Taylor
2. Alan Squirrel Trust Cllr Ash Ashbee
3. Margate Town Team Town Mayor
4. Friends of Margate Cemetery Town Mayor

 Cllr Cedric Towning to be Finance liaison Charter Trustee

 **Calendar of Meetings**

 Monday 24th June 2019

 Monday 16th September 2019

 Monday 2nd December 2019

 Monday 20th January 2020 (Budget)

 Monday 20th April 2020

**MINUTE 30** **Mayor’s Fund**

 The Clerk reported that the balance on the Mayor’s Fund stands at £1704.31

 (Plus £1000 earmarked for RNLI and Pilgrims Hospice)

 Applications had been received from:

 Swim England requests £500 Approved

 Westbrook Sunken Gardens Any Amount £250 approved

 GRASS requests £500 Not approved

 Oasis requests £500 Approved

 C, E,H,K,S Scouts Jamboree request £ 500 Not Approved

There being no further business, the meeting closed at 8.50p.m.