**MINUTES OF THE CHARTER TRUSTEE MEETING**

**HELD MONDAY 15TH MAY 2023**

**PRESENT:** Cllr Heather Keen (Chair) Cllr Rob Yates, Cllr Harry Scobie, Cllr John Edwards, Cllr Martin Boyd,

 Cllr Leo Bitcher, Cllr Alan Currie, Cllr Elysa D’Abbro, Cllr Ruth Duckworth, Cllr Barry Manners, Cllr Jack Packman, Cllr Katie Pope, Cllr Marc Rattigan, Cllr Cedric Towning, Cllr John Worrow, Cllr John Dennis, Cllr Helen Whitehead (remote)

 Also Present: Ingrid Spencer, Clerk to the Charter Trustees

**MINUTE 1** **Apologies** None due

**MINUTE 2 Declaration of Interests**:

 Cllr Marc Rattigan declared an interest in respect of the accommodation of the Charter Trustees.

**MINUTE 3 To confirm the minutes of the meeting held 17th April 2023 and matters arising.**

 The minutes of the meeting were approved and there were no matters arising.

 Proposed approval: Cllr Harry Scobie

 Seconded: Cllr Rob Yates

 Passed nem con

**MINUTE 4 Mayor’s Report**

 The Mayor reported she had had a very fulfilling and busy year as Mayor of Margate. As a list of engagements are forwarded to Charter Trustees, she would not go through them all.

 Coronation.

 The Kings Coronation was particularly memorable as, being Mayor of a Cinque Port town, she and all the cinque port mayors were invited to the Coronation and attended as Baron rather than Mayor. The 14 members replicated the photo of Cinque Port Mayors taken at the Coronation of Queen Elizabeth 11 and Cllr Jim Martin, Mayor of Hythe and Speaker of the Cinque Ports, was interviewed on television.

 In the evening, the Canterbury School of Music steel band played on Sundowners terrace, followed by a Coronation Conga and fireworks on the Margate Main Sands.

 Margate Town Council

 Campaigning for the Margate Town Council halted during the election period and whilst on paper we have the required number of signatures, we know that some will be discounted. Ingrid will spend some time at TDC doing a preliminary check before the petition is presented to TDC. If successful, a Community Governance Review will be undertaken by TDC which could take *up to* a year. We need to do a final push to reach the necessary target of 7.5% of Margate residents on the electoral register (approx. 2375). If successful, a Town Council for Margate could be established on 1st April 2024 or 1st April 2025. Please support this final stage of our campaign.

 Mayor’s Charity Fund

 Unlike other towns where the Mayor choses one or two charities to support during the Mayoral year, Margate invites local groups/individuals (must be Margate based) to apply for grants up to a maximum of £500. The fund is rather depleted at the moment with approximately £560 in hand. The Mayor would like to thank Horace Shrubb for his fund-raising efforts on our behalf and also Mick Tomlinson, who supported many events. The Mayor stated we need to start a new round of fund- raising and urged all members to be a part of this by supporting the events we put on, publicising them and donating raffle prizes etc.

 Meetings of Charter Trustees

 We have struggled with attendance for Charter Trustee meetings in the previous term, which inhibits our ability to make decisions, so please prioritise attendance at the few meetings held, or send your apologies to the Clerk if you are unable to attend.

 Civic Service and Mayor Making

 Sadly, we had to cancel the Civic Service for Margate which was scheduled to take place on Sunday 14th May as, coinciding with new Mayors taking office, the response to invites was low. The AGM and Mayor Making ceremony for the new Mayor will take place on Monday 22nd May at the Cecil Square Baptist church. This is a robed event at which representatives of many groups and organisations are present, so please do attend.

 Staffing matters

 The Mayor moved the exclusion of the public under Public Bodies (Admission to Meetings) Act 1960 (c67). Cllr Rattigan seconded.

 This report is restricted and confidential.

 The Mayor moved to readmit the public.

 Request for Arnold Schwartzman to be made a Freeman of Margate

 Uwe Derksen (Director of the Margate School) has requested Arnold Schwartzman be made Freeman of Margate. There is a process set out in legislation to be followed. Cllr Scobie was able to give some background in respect of Mr Schwartzman and it was agreed that the submission from Uwe would be circulated to all Charter Trustees. A specially convened meeting of the Charter Trustees has to be set to consider this one proposal (must be quorate by at least 2/3rds of the body of the Charter Trustees). The date of Monday 11th July has been entered on the calendar and Uwe Derksen will be asked to present the proposal to the Charter Trustees.

**MINUTE 5 Office & Finance Report**

1. Cash Book - Previously circulated

Proposed acceptance: Cllr Rob Yates

Seconded: Cllr D’Abbro

Passed nem con

1. Internal Audit Report - Previously circulated

Passed nem con

1. Mayor’s Charity Fund - Covered under Mayor’s Report
2. Selection of Mayor for the municipal year 2023-24

Cllr Rob Yates was proposed by Cllr Alan Currie and seconded by Cllr Cedric Towning.

There being no other candidate proposed, Cllr Yates was duly elected as Mayor- elect.

1. Selection of Deputy Mayor

Cllr John Edwards and Cllr Marc Rattigan were proposed for the position of Deputy Mayor. The Charter Trustees held a secret ballot and Cllr John Edwards was duly selected.

1. AGM/Mayor Making arrangements.

Cllr Yates confirmed that Mrs Iris Johnston would be his Mayoress and Mrs Pat Edwards would be the Deputy Mayor’s consort.

Cllr D’Abbro has agreed to propose Cllr Yates for Mayor with

Cllr Alan Currie seconding: each would have to give a short speech in support of their nomination.

Cllr Jack Packman agreed to propose Cllr Edwards for Deputy Mayor with

Cllr John Worrow seconding: again, each will have to give a short speech.

**MINUTE 6** **Appointments to Committees**

1. Cheque Signatories**:**

 Cllr Heather Keen, Cllr Leo Britcher and Cllr Alan Currie agreed to be signatories with the Clerk Ingrid Spencer being signatory for on-line banking.

1. Committees/Working Parties/Outside Bodies
2. Association of Charter Towns: The Town Mayor with the Deputy Town Mayor in absence.
3. Executive Committee: The Town Mayor, Deputy Town Mayor, Cllr Heather Keen and Cllr Marc Rattigan.
4. HR Committee: Cllr Jack Packman. Cllr Barry Manners, and

 Cllr Cedric Towning

1. Finance Sub-Committee: Cllr Jack Packman, Cllr Marc Rattigan, Cllr Cedric Towning.
2. Dr Peetes; The Town Mayor and Cllr D’Abbro
3. Margate Town Team. The Town Mayor
4. Friends of Margate Cemetery The Town Mayor.

**MINUTE 7 Calendar of Meetings**

1. Monday 22nd May 2023 - Annual General Meeting/Mayor Making
2. Monday 19th June
3. Monday 10th July - Extraordinary Meeting
4. Monday 11th September
5. Monday 6th November
6. Monday 21st January 2024 - Budget
7. Monday 24th March 2024
8. Monday 21st April 2024 – Account sign-off

There being no further matters, the meeting ended at 8.15pm.

Date of next meeting: Monday 19th June, 7.00pm Committee Room, Media Centre