**MINUTES OF THE CHARTER TRUSTEE MEETING**

**24TH JANUARY 2022**

**PRESENT:** Cllr Mick Tomlinson (Chair) Cllr Heather Keen, Cllr Rob Yates, Cllr Pauline Farrance,

Cllr Horace Shrubb, Cllr Harry Scobie, Cllr Charlie Leys, Cllr Cedric Towning,

Cllr Candy Gregory, Cllr David Wallin, Cllr Alan Currie.

**MINUTE 37 APOLOGIES** Received from Cllr Kerry Boyd

 **NO APOLOGIES RECEIVED:** Cllr Ash Ashbee., Cllr Ruth Duckworth.,

 Cllr Linda Potts., Cllr Helen Whitehead,

 Cllr John Dennis

**MINUTE 38** **DECLARATIONS OF INTEREST**. None received.

**MINUTE 39 MINUTES OF MEETING HELD 20TH SEPTEMBER 2021 & NOTES OF MEETING HELD**

 **6TH DECEMBER 2021 AND MATTERS ARISING THEREOF.**

 There were no matters arising from the minutes of 20th September 2021 and the

 Notes of the minutes of the inquorate meeting of 6th December were accepted.

 Proposed Acceptance of the Minutes: Cllr Horace Shrubb

 Seconded: Cllr Charlie Leys

 Passed nem con

**MINUTE 40** **MAYOR’S REPORT**

The Mayor reported that with one exception, the annual visit to care homes and the Pilgrim’s Hospice were unable to take place due to covid.

The Mayor had sent over 100 Christmas cards and noted that many Councils were using electronic versions of cards.

The cancellation of the Blessing of the Seas was a disappointment as there had been a record number of Mayors. Chairmen, and other dignitaries booked to attend. The religious ceremony took place and was supported by many members of the Greek community including one Ambassador and a Bishop but the usual procession did not happen and the lunch at St Augustine’s was cancelled.

The Mayor gave an outline of the election on Margate’s Mace-bearer to the position of Renter Prime Warden of the Guild of Mace-bearer’s and to the Prime Warden in 2023. The investiture of Prime Warden will take place in Margate.

**MINUTE 40 DEPUTY MAYOR – UPDATE ON PARISHING OF MARGATE**

 A paper petition has now been accepted alongside the e-petition.

 A mobile phone has been purchased and the DTM has been in touch with Alana

 regarding twitter and Instagram.

 The DTM had circulated a communication strategy to all CT’s for a concentrated

 push starting in February.

 Suggestions for getting the message across: meeting with community groups for

 brief ¼ hour chats; contacting Community Champions, Advertising in local press;

Cllr Gregory suggested stalls in Margate Library, Doctor’s /Dentists surgeries; posters in pubs and shops.

Cllr Towning stated that there is a lack of information for people and leaflets with bullet points are needed.

Cllr Farrance would also like more leaflets to hand out and suggested Tracey Emin be asked to endorse a MTC and perhaps the Mayors of Ramsgate and Broadstairs be asked to give their support with a quote on the benefits to their Towns of a Town Council.

The DTM asked for volunteers to help man stalls to gather signatures:

Cllrs Currie, Scobie, Leys and Shrubb all volunteered.

Cllr Shrubb has already spoken with Chris West at Academy FM for a radio interview with the DTM.

Cllr Farrance suggested a question ought to be raised at Council regarding incorrect information given in reference to the method of collecting signatures.

It was agreed a zoom meeting be held to confirm actions.

**MINUTE 41 OFFICE & FINANCE REPORT**

* The Clerk gave an update on the financial position following the cancellation of the Blessing of the Seas. The Greek community has been invoiced for 50% of the overheads in respect of BOS 2020 and 50% of the costs of 2022 to date. They have also been asked to consider a payment towards the St Augustine’s bill. Fortunately, St Augustine’s has agreed to carry the payment forward to next year, so the money has not been lost. However, as the CT’s are obliged to operate a receipts and payments account this could result in a distortion this year and next.
* Copies of the Cash Book for September to December had already been circulated to all CT’s. No comments arose.

Proposed acceptance of the Cash Book: Cllr H. Keen

Seconded: Cllr D. Wallin

Passed nem con

* Copies of the Variances and anticipated outruns had previously been circulated. No comments arose.

Proposed acceptance of schedules: Cllr A. Currie

Seconded: Cllr D. Wallin

Passed nem con.

* Copies of the draft budget and accompanying notes had previously been circulated to all CT’s.

Mayor & DTM Allowances

A lengthy discussion took place regarding both the Mayor and Deputy Mayor allowances. Cllr Charlie Leys put forward a motion:

“To lower the Town Mayor’s Allowance until amended from £12600 per annum to £6300 per annum to commence at the beginning of the next financial year 2022/23”. The figure in the budget was £6750.00. The motion was put to the vote. 8 voted in favour of the motion and 3 against. The motion was carried, and the budget would be amended accordingly.

Floral Decorations

CT’s had been advised of the possibility of moving unused planters from Westgate to the Clocktower/Piazza area. The costs involved for the extra planting x 2 (summer and winter) would add a further £7000 to the cost centre. CT’s decided not to pursue this addition. The budget would be adjusted accordingly to reflect this.

Queen’s Jubilee.

The budget figures for the Beacon lighting and for a major event were approved. It was agreed that a working party should be set up to plan the event. The Clerk had examples of plaques that could be purchase for use when the Rowan trees are planted. These were approved. Cllr Towning stated that Youngs Nursery is a business and whether they would provide the trees FOC. Cllr Yates proposed that Youngs’ quote be accepted as being the lesser of the two. Youngs has also stated that any savings in respect of watering costs would be passed on to the Charter Trustees.

Media Centre

Charter Trustees discussed the lack of maintenance of the Media Centre and the high rent the Charter Trustees were paying. The lighting has been an issue for many years and although bought to the attention of the landlord, nothing had been done resulting in the Charter Trustees having to pick up the cost of the repair on two occasions. There are once again, a number of defective tubes; the tubes do not have a long life-span and the Clerk requested permission from the CT’s to obtain a quote for the replacement of the fluorescent tubes with LED. Permission was given.

Conference costs Mace-bearer.

The Charter Trustees approved expenditure up to £250 for the Mace-bearer to attend the annual conference in Bideford. Travel costs would be shared with the Deputy Town Sergeant of Deal but an overnight stay would be required. These costs are set against the training budget of £750pa.

It was agreed that once adjustments had been made to the budget, the Executive Committee would be notified, and approval sought to notify TDC of the revised budget and household precept.

Proposed acceptance of the Budget (with amendments) Cllr R. Yates

Seconded: Cllr D.Wallin

Passed nem con.

* Copies of the Interim Audit report had previously been circulated. No recommendations had been made by the Auditor.

Proposed acceptance of the Report: Cllr D. Wallin

Seconded: Cllr C. Leys

Passed nem con.

* Risk Assessments. Copies had been previously circulated to Charter Trustees.

There were no matters arising from the reports.

Proposed acceptance of the Risk Assessments: Cllr R. Yates

Seconded: Cllr C. Towning

Passed nem con

**MINUTE 42 APPLICATIONS TO THE MAYOR’S FUND**

 The Mayor proposed that these be deferred to a later date.

**MINUTE 43** **A.O.B.**

The Clerk appraised the Charter Trustees of a request she had received that day from a local artist who had been commissioned to make a large screen printed portrait if the HM the Queen for the Jubilee celebrations and would also be making one of Queen Elizabeth 1 and Queen Victoria. This is a year long project. The CT’s gave permission for the use of the Mayor’s Parlour if it is deemed suitable. It is hoped that the Charter Trustees would glean some positive publicity from the venture.

There being no further business, the meeting ended at 9.30pm.