

Deal Town Council  
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The minutes of the Full Council meeting held on 20 September 2016  
in Deal Town Hall Chamber starting at 7.15pm.

**Present:**

Cllr D Cronk (Chairman)	Cllr W Elliott
Cllr T Bond	Cllr D Bond
Cllr K Lee	Cllr C Hartley
Cllr A Friend	Cllr M Burnham
Cllr M Eddy	Cllr N Tomaszewski
Cllr B Bano	Cllr D Harper

**Officers in attendance:**

Town Clerk: Lorna Crow  
Responsible Finance Officer/Deputy T/Clerk: Paul Bone  
Event Manager: Joanne Harper

**Others:** 3 members of the public

	<b>Chairman's opening remarks:</b> The Chairman read the fire regulations and welcomed everyone to the meeting. He advised members that item 5 on the agenda would not be heard as apologies had been sent from South East Coast Ambulance Service. The Town Clerk is to re-arrange the presentation date. The Chairman then thanked the Town Staff for their work on the Braderie. Cllr Bano proposed to minute the Councils appreciation for this excellent event. (P)BB (S) AF All Agreed.	<b>Actions</b>
2.	<b>Apologies for absence:</b> Cllr L Butler, Cllr B Frost, Cllr P Inch	
3.	<b>Declarations of interest:</b> None received	
4.	<b>The minutes of the full Council meeting held on 19 July 2016 for approval and signing:</b> RESOLVED: To accept the minutes of the Full Council meeting held on 19 <sup>th</sup> July 2016 as a true and accurate record. Subject to the amendment Item 8 motion received from Cllr Bano to be noted as MB Seconder not ME. (P)TB (S)WE All Agreed	
5.	<b>South East Coast Ambulance presentation:</b> As per Chairman's opening remarks.	
6.	<b>Public Participation:</b> No comments were received	
7.	<b>Undercroft Gates:</b> Cllr A Friend declared an OSI as he knew one of the contractors and left the room. Following lengthy discussion members RESOLVED: To discuss preferred supplier for final design, manufacture and installation of gates and railings (5) in the private section of the meeting and to agree & accept the following; (1) The design of the Gates & Railings as presented to F & GP on 11 <sup>th</sup> July 2016 with the addition of :-A fixed semi-circular section above the side gate. The finished height to be sufficient to not allow people to climb over the gates. Bottom fixings to the front gates to be via a single 'pin' into a sleeved socket drilled into the flagstones whilst the top fixings to be into a steel plate mounted on the 'boxed' section of the Undercroft ceiling. The side gate to be mounted onto the existing hinge pins from the original gate Gates & Railings to be galvanized at an additional cost but will extend the life expectancy of Gates & Railings. (2) Delegate authority to the R.F.O and Town Clerk to negotiate the opening/closing times for the gates with DDC planning department. (3) Railings to be gloss black with gold detail paint finish. (4) Instruct the R.F.O to make the appropriate planning and listed building applications to DDC(fee applies) (6)Delegate authority to the R.F.O to agree the final detail of the Gates & Railings with the chosen supplier whilst the planning and listed building applications are considered by DDC. (P)ME (S) KL All Agreed. Cllr Friend returned to the room at 7.44pm	
8.	<b>Town Clerk's Report:</b> The Town Clerk informed members that the new disabled toilet is now fully functioning and the defibrillator had been installed. RESOLVED: to note the Town Clerks report (P) BB (S) TB All Agreed.	



9.	<b>Committee Reports:</b> (i) The minutes of the Planning Committee meeting held on 6 July 2016 for information purposes only, already signed and approved. RESOLVED: Agreed to note (P) CH (S) AF All Agreed (ii) The Minutes of the Planning Committee meeting held on 3 August 2015 for information purposes only, already signed and approved. RESOLVED: Agreed to note (P) CH (S) AF All Agreed (iii) The minutes of the Finance and General Purpose committee meeting held on 21 June 2016 for information purposes. RESOLVED: Agreed to note (P) BB (S) NT All Agreed.	
10.	<b>Finance:</b> (i) List of payments made between 1 July 2016 – 31 July 2016 and list of individual payments made between 1 July 2016 - 31 July exceeding £500.00: RESOLVED: to note the list of payments made between 1 July 2016 and 31 July 2016 (P) TB (S) CH All Agreed. (ii) List of payments made between 1 August 2016 – 31 August 2016 and list of individual payments made between 1 August 2016 - 31 August 2016 exceeding £500.00: RESOLVED: to note the list of payments made between 1 August 2016 and 31 August 2016 (P) TB (S) CH All Agreed.	
11.	<b>Francis Forbes Barton lifeboat:</b> Members discussed this issue and RESOLVED: due to the high costs Deal Town Council would not proceed with this matter. (P) BB (S) AF All Agreed.	R.F.O
12.	<b>Elizabeth Carter 300<sup>th</sup> Birthday Celebrations:</b> Following discussions members RESOLVED: To commemorate Elizabeth Carter's 300 <sup>th</sup> birthday over the Heritage Weekend 2017 at the Town Hall and set up a small task and finish group consisting of Cllr M Eddy, the Town Clerk and Event Manager to further discuss ideas and report back to full council at a later date. (P) BB (S) WE All Agreed	Cllr Eddy Town Clerk Event manager
13.	<b>In-house public information request:</b> Following discussion members RESOLVED: not to proceed with the suggestion of producing a poster for Halloween. (P) TB (S) MB All Agreed.	Town Clerk
14.	<b>Committee Membership Request:</b> RESOLVED: to add Cllr Nick Tomaszewski to the Finance and General Purpose Committee. (P) BB (S) ME All Agreed	R.F.O
15.	<b>Mayoral Engagement July and August report:</b> RESOLVED: To note the report (P)MB (S)AF All Agreed	
16.	<b>KCC Councillor Report:</b> Cllr M Eddy summarised his report and following discussion members RESOLVED: Agreed to note the report (P) BB (S) DB All Agreed	
	Resolution to exclude the public: Public Bodies (Admission to meetings) Act 1960 s1 (2) - on the grounds that the information to be discussed is of a confidential nature. RESOLVED: Resolution to exclude the public at 8.35pm (P) DB (S) ME All Agreed. Members of the public left the room.	
17.	<b>Town Hall Logistics Report:</b> Members discussed the section from agenda item 7 regarding choosing a preferred supplier for the final design, manufacture and installation of the gates and railings and RESOLVED: To make no decision on the supplier until planning applications to DDC had been accepted with the understanding that there may need to be a special meeting of Full Council called in December to move project forward. (P) TB (S) BB All Agreed  The Town Clerk and R.F.O updated members on staffing matters and advised that National Express had now reduced the commission that Deal Town Council received from 10% to 5%. The R.F.O had negotiated with them and was able to secure the offer of introducing a booking fee of £1.00 per booking payable by National Express. Members RESOLVED: To accept the offer of £1.00 per booking fee (P) WE (S) ME All Agreed  Following further discussion members RESOLVED: to instruct the R.F.O and Town Clerk to present a written report to a future Finance and General Purposes meeting for consideration that includes options for future opening hours, recommendations from the meeting to be taken to Full Council for decision. (P) TB (S) ME All Agreed	R.F.O       R.F.O/ Town Clerk
	<b>The Chairman closed the meeting at 8.55pm</b>  <b>Date of next meeting: 18 October 2016</b>	