



Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR,

Tel: 01304 361999 E-mail: deal.town.council@deal.gov.uk

To all Councillors: You are hereby summoned to attend a meeting of Full Council at the Town Hall on Tuesday 28 September 2021 at 7.15pm to transact the business shown on the agenda below.

To the press and public: There is limited public seating for this meeting. To reserve one of the seats please email deal.town.council@deal.gov.uk or call 07555292446 by 10.00am on Monday 27 September. Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Monday 27 September please email deal.town.council@deal.gov.uk or post to the above address.

Filming and audio recording of Town Council meetings, by representatives of the media and also by members of the public using small media tools, is permitted. Please refer to the council's Protocol for recording on meetings for guidance available to download on www.deal.gov.uk or on request

Lorna Crow
Lorna Crow - Town Clerk

Date: 21/9/2021

AGENDA

1	Chairman's opening remarks:	Chairman
2	Apologies for absence received:	Town Clerk
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
4	The minutes of the Full Council meeting held on 27 July 21021 for approval: Decision required	Attach. 2
5	Statements received from members of the public on items relating to the agenda to be read out by the Town Clerk (max 15 minutes): For information	Town Clerk
6	Chairman/Mayoral report: Decision required	Attach. 3
7	Saturday Market Report: Decisions required	Attach. 4
8	Saturday Road Closure: Decisions required	Attach. 5
9	Womens Deal International Football Tournament: Decisions required	Attach. 6
10	Public Sector Website Impersonation Bill: Decision required	Attach. 7
11	Finance: (a) Councillor Internal auditor: Decision required (b) List of payments made between 1 May to 30 June 2021 including list of individual payments exceeding £500.00 for approval and signing: Decision required (c) List of payments made between 1 July to 31 August 2021 including list of individual payments exceeding £500.00 for approval and signing: Decision required (d) Conclusion of Audit: For information	Attach. 8 Attach. 9 Attach.10 Attach.11
12	Mayoral Engagements: For information	Attach.12
13	KCC Councillor Report: For information	Attach.13
14	Committee Reports: Information to note (a) The minutes of the Planning Committee meetings held on 5 July & 9 August 21. (b) The minutes of the Environment Committee meeting held on 23 June 2021. (c) The minutes of the Transport & Infrastructure Committee meeting held 14 July21. (d) The minutes of the Finance & General Purposes Committee meeting held on 20 July 2021.	Attach.14 Attach.15 Attach.16 Attach.17
	Date of next Full Council meeting: 26 October 2021	

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Present:

Cllr S Beer Vice-Chairman
Cllr T Bond
Cllr T Thompson
Cllr D Cronk
Cllr O Richardson

Officers:

Others: 1 Member of public

Deputy Town Clerk: Paul Bone

Communications Officer: Joanne Harper

	Chairman's opening remarks:	Actions
1.	The Chairman advised of the fire evacuation instructions and congratulated Cllr Oliver Richardson on becoming Deputy Leader of Dover District Council.	
2.	Apologies for absence: Cllr E Rowbotham, Cllr A Stroud, Cllr S Carlyle, Cllr C Oliver and Cllr A Farrington	
3.	Declarations of interest: None received	
4.	Minutes of the Full Council Meeting held on 29th June 2021 for approval and signing: Members RESOLVED: To accept the minutes of the Full Council Meeting held on 29 th June 2021 as a true and accurate record. (P)DC (S)SB All Agreed. The Chairman duly signed the minutes.	Chairman
5.	Statements Received from members of the public on items relating to the agenda to be read out by the Town Clerk (maximum 15 minutes): None received	
6.	Update on the Welcome Back Fund: Following discussion Members RESOLVED: To note the report and to delegate authority to the R.F.O in liaison with the Town Clerk and Chairs of Appropriate committees to progress the project should DDC confirm the bid has been accepted before the next meeting of the council. (P)SB (S)DC. All Agreed.	R.F.O/ TownClerk
7.	Saturday Market Report: Following discussion Members RESOLVED: To note the report. Cllr Turner to discuss with the Town Clerk the possibility of including quarterly reports from other Deal Town Council Officers in the Full Council agendas. (P)AF (S)ME. All Agreed.	Cllr Turner TownClerk
8.	Annual Governance & Accountability Return 2020/21: Following discussion Members RESOLVED: To note (a) Annual Return – Section 1: That Assertions 2, 3, 5, 6, 7 & 8 are answered ‘YES’, Assertions 1 & 4 are answered ‘NO’ and Assertions 9 is answered ‘N/A’ and to authorise the Chairman of the Council and the Town Clerk to sign section 1 of the annual return 2020/21 (P)DC (S)SB. 9 for, 1 abstention (b) Annual Return- Section 2: To agree the figures as shown in section 2 of the annual return and to authorise the Chairman of the Council to sign Section 2 of the annual return 2020/21 (P)DC (S)SB. 9 for 1 abstention	R.F.O R.F.O

9.	Finance: List of Payments made between 1 April to 30 April 2021 including list of individual payments exceeding £500.00 for approval and signing. Members RESOLVED: to note the List of Payment made between 1 April to 30 April 2021 including list of individual payments exceeding £500.00 for approval and signing. (P)DC (S)SB. 9 for, 1 abstention	
10.	Social Media Update: Following discussion Members: RESOLVED to note the social media update. (P)DC (S)SB. All Agreed	
11.	Heritage Weekend: Following discussion Members RESOLVED: To accept the recommendation to open the Town Hall on Saturday 18 th September 2021 with delegation given to the Events Manager in Liaison with the Town Clerk on hours of opening and logistics. (P)AF (S)SB All Agreed. The Event Manager informed Cllrs that she would be contacting them in due course to ask for their availability to help cover the Town Hall Open Day on Saturday 18 th September. Cllr Beer encouraged Councillors to support and attend this event.	Event Manager TownClerk Event Manager
12.	Report from the Mayor's Secretary: Cllr Turner advised that he was withdrawing his request to attend the Constable of Dover Castle's Reception and Beating Retreat at Brompton Barracks. Following discussion Members RESOLVED: To accept the request that the Mayors Charities to support are, Carers' Support East Kent and The History Project for his municipal Year. (P)ME (S)DC All Agreed.	Mayors Secretary
13.	Committee Reports: (a)The minutes of the Planning Committee meetings held on 6 April 2021 and 4 May 2021. (b)The minutes of the Environment Committee meeting held on 21 April. (c)The minutes of the Finance & General Purposes Committee meeting held on 23 March. Members RESOLVED: to note the minutes of the Planning Committee meetings held on 6 April 2021 and 4 May 2021, the minutes of the Environment Committee meeting held on 21 April and the minutes of the Finance & General Purposes Committee meeting held on 23 March. (P)DC (S)TB 9 for, 1 abstention.	
	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: To exclude 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: Taken at 8.05pm (P)AF (S)DC All Agreed.	
14	Dover District Council Proposed Partnership: Members RESOLVED: To authorise the Town Clerk, Responsible Finance Officer and Chairman of the Council to continue to investigate the proposal and obtain further information for the council to consider. (P) BB (S) DC 9 for 1 abstention	TownClerk R.F.O Chairman
	The Chairman closed the meeting at 8.20pm	
	Date of next meeting – Tuesday 28th September 2021	

MEMORANDUM

To: Councillor C Turner – Chairman of the Council
All Councillors

From: Mrs Lorna Crow – Town Clerk

Date: 15 September 2021

Subject: Chairman/Mayoral report

At the full council meeting in February the council considered a report from Cllr Kettlewell proposing that the role of Chairman and Mayor is separated.

Members made the following decision: *For the Town Clerk in conjunction with Cllrs Rowbotham, Kettlewell, Cronk to investigate and explore the constitutional aspects as well as the logistics and practicalities of splitting the Mayor, Deputy Mayor, Chairman and Vice-Chairman positions and roles in future elections. The intention is to make it possible for four different councillors to occupy these four positions. However, it should be clearly understood that this change does not prohibit one individual councillor being able to be nominated for both Mayor and Chairman and also one individual councillor for Deputy Mayor and Vice Chairman. It will then be for the councillor electorate to settle the election in the normal way. The purpose is to allow a councillor to be Chairman or Deputy Chairman of Deal Town Council without automatically assuming the roles of Mayor or Deputy Mayor. Dependant on work load the report will come back to Full Council in time to facilitate the different election system for the forthcoming council year i.e., May 2021.*
(P) LK (S) SB 8 for 5 against motion carried.

Unfortunately we were unable to make the short time specified for a report to come back to council to be considered for the elections in May 2021 before Cllr Rowbotham's and Cllr Cronk's municipal year ended as Mayor and Deputy Mayor.

I have now had the opportunity to explore this proposal in more detail and have the following information for council to consider:

Background information:

The position and role of the Chairman is recognised by law, not the position of Mayor. However, traditionally town councils through their standing orders have included the mayoral duties and title into this role.

The Chairman's/Mayoral Role

The Chairman/Mayor is elected by the members of the Council at the Annual Council meeting and serves for twelve months (Section 15 (1) of the Local Government act 1972).

Their main role is to run the Full Council meetings (in the same way that the committee Chairman's do for their individual committees). The Chairman is responsible for ensuring that effective and lawful decisions are taken at meetings of the council and, assisted by the clerk, guides activities by managing the meetings of the council. The Chairman is responsible for involving all councillors in discussion and ensuring that councillors keep to the point. They summarise the debate and facilitate the making of clear resolutions and are responsible for keeping discussions moving so that the meeting is not too long.

The Chairman will often be the public face of the council and will represent the council at official events. He/she may be asked to speak on behalf of the council and in such circumstances should only express the agreed views of the council and not his/her personal views.

The Chairman/Mayor cannot legally make a decision on behalf of the council.

Section 245(6) of the Local Governments Act 1972, states:

- (a) the council of the parish shall bear the name of the council of the town;*
- (b) the chairman and vice-chairman of the council shall be respectively entitled to the style of town mayor and deputy town mayor;*

This means that the chairman may, but is not obliged to adopt the title of town mayor: however no other member of the council (or other individual) is entitled to do so. This effectively means that any proposed separation of the two offices would be unlawful.

During my research I did also reach out to the Cinque Port Confederation, surrounding Town Councils and Town Clerks. All those contacted were unanimous in their responses that they did not think this move would be lawful or necessary.

I am only aware of one Town Council who decided to separate the roles, however, this is not supported by law and the guidance from KALC is that this is open to challenge.

The Mayor title is just an alternative word to the term Chairman. Should the council decide to separate the roles then the Mayoral role would not be eligible for town council resources and funding.

The council currently provides for an additional Chairman's allowance of £300 and a budget for the Chairman/Mayor which is £2,000 along with a secretary, Town Sergeant and Deputy Town Sergeant, this is all supported by s137 1972 LGA. As the law does not recognise the position of Mayor this budget could not be transferred to an individual who was in the Mayor's role only and would need to stay with the Chairman.

Recommendation:

That no change is made to the current Chairman/Mayor procedure.

Decision required: Members to consider the above recommendation

MEMORANDUM

To: Councillor C Turner – Chairman of the Council
All Councillors

From: Mr Chris Hobbs-East – Saturday market officer

Date: 15 September 2021

Subject: Saturday Market Report

Since my last report I am happy to say that Deal Saturday Market is running smoothly and continues to offer a varied range of stalls at an average of 30 to 35 traders each week.

Advertising:

I am currently looking into how to advertise the market more. This will hopefully be in the form of leaflet drops, banners, permanent signs within the High Street.

The leaflets would cost £570 for 10,000 of which 9,000 would be hand delivered door to door within the Deal, Walmer, Sholden and Kingsdown areas by a distributor. This is included in the price.

I would like to install permanent signs in the DTC flower beds in town which will inform the public about Deal Saturday Market. The cost would be £45 +vat each and will be an A3 sign printed with 7-year vinyl on a 600mm aluminum pole. These would be in 6 of the 8 planters total cost: £270

Christmas:

This year Christmas day and New Year's Day both fall on a Saturday and as per the council market rules we do not hold markets on bank holidays. This would mean the last market of 2021 will be 18th December and the first of 2022 will be the 8th January.

As this is a considerable break, I am hoping to get permission for a Christmas Eve market on Friday 24th December. I have asked the traders and only 4 have expressed that they would not be able to attend. Thus, I believe it would be a great asset to the town and help the traders with the considerable break. DDC have agreed to change the use of the car park for that week from a Saturday to a Friday.

Social Media:

The current market rules do not cover traders' behaviour on social media. I have contacted Kent Farmers Market Association and The National Association of British Market Authorities for their guidance on this and have a proposed amendment for the rules to include a part on behaviour on social media.

If you use social media sites at home or outside of the market any comments you make may still have an impact on Market and fellow Market Traders. Please ensure that you do not make any defamatory, inappropriate and/or offensive comments about the Council, its contractors or the Market Traders when online.

Therefore, anti-social behavior by a stallholder or a member of their staff including any defamatory, inappropriate and/or offensive comments on social media about the Council, its contractors or the Market Traders will mean instant dismissal.

Council recommendations:

- To agree the purchase of promotional leaflets up to a budget of £570
- To agree the permanent signs in the planters up to a budget of £270
- To agree to have a market on Christmas Eve.
- To agree the rule amendment about social media behaviour.

Recommendation from the Town Clerk:

Prior to Covid-19 the reports for the Saturday Market were submitted to the Finance and General Purposes committee.

This was temporarily changed to Full Council while the new guidance for markets under Covid-19 were being discussed.

Members may now like to consider if the reports should revert back to the Finance and General Purposes committee.

Decisions required: Members to consider the above recommendations

**DEAL TOWN COUNCIL
MEMORANDUM**

Attach 5

To: Cllr C Turner - Chairman of Deal Town Council,
All Council Members
From: Paul Bone – Responsible Finance Officer
Date: 20th September 2021
Subject: Temporary Saturday High Street Closures.

In Mid-August all members were contacted via email to seek their views on an update received from DDC. This advised that they were going to stop the temporary Saturday High Street closures beyond 23rd August 2021 as their contractor was ceasing to provide this service to them.

The majority of DTC Cllrs were in support of the closure continuing until late October 2021.

DDC then arranged for the period that they could carry these out for to be extended until the end of September 2021. (The last one to be on Saturday 25th September).

On Friday 17th September DDC advised that:

Due to a complaint received regarding another road closure in the District, the Council, in consultation with KCC, is reviewing whether these closures can continue, given the lifting of lockdown restrictions.

At this stage a decision has not been made, but I wanted to flag this up as I wouldn't want you to incur unnecessary expenditure if the closure is lifted.

I will keep you in the loop as the review concludes. Sorry it is such short notice.

This road closure was permitted under the emergency covid legislation, which is why no consultation was required and it was able to be put in place so quickly. Should the closures be allowed to continue, the maximum period allowed under the existing 'Temporary Traffic Regulation Order' (TTRO) expires on 14th February 2022 (copy attached).

If DTC wish to continue these closures during the period from 2nd October to 12th February (subject to KCC not cancelling the TTRO), then DTC would need to take over the responsibility for putting out and recovering the Road Closed notices and cones on each Saturday during that period as well as being responsible for their storage.

I have checked with DDC and they have confirmed that they are in the process of purchasing the signs from the previous contractor and should be able to supply them to DTC at no cost. They have also confirmed that they would be able to provide 'Competent Person' training if DTC can provide a member of staff.

If DTC decide to take this on, a suitable storage space would need to be found for the 6 large metal 'A' Frame signs and 40 cones that need to be put out each week as well as a method of moving them to the six locations as per the attached map.

Should the TTRO be withdrawn, the Temporary Saturday Road Closures will not be continued beyond the end of September for the winter period.

Recommendation

If the TTRO is not withdrawn then the Saturday Market Officer takes over the responsibility of ensuring the required signs and cones are in place and removed on Saturday from 10am and 2pm

The disabled toilet in the Undercroft becomes a temporary storage area for the signs and cones and a suitable trolley and straps to transport them is purchased, up to a cost of £250

Should DDC not provide the 40 cones at no cost then DTC purchase them up to a cost of £150

Decisions required

Members to consider the above recommendation.

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KEY TO PLAN

Road Closure

1 metre high traffic cones with road closure signs to be used for closure

Sign location (arrow indicates direction sign face should point)



6 N° advance warning signs to be placed on site 7 days prior to event (1050 x 750mm deep)

Notes

- 1) All signs to be as per the requirements of the **Traffic Signs Regulations and General Directions 2002, Manual**
- 2) Road closure to prohibit vehicular traffic. Pedestrian access permitted in road closure. Scheduled Stagecoach bus services and emergency vehicles will also be permitted access in road closure
- 3) Yellow Advance Notice signs to remain in place throughout the entire period over which it's planned that the Saturday road closures will occur. The red closure signs, cones and barriers are only to be placed out during the 4-hour road closure period (10am - 2pm) on Saturdays



Prepared by
Parking Services
Dover District Council
Homewood Close
White Cliffs Business Park
Dover CT16 3PJ
Tel: (01304) 827199

Euring Roger Walton, C.Eng., M.I.C.E.
STRATEGIC DIRECTOR (OPERATIONS & COMMERCIAL)

Scheme
Social-distancing Road Closure Measures
10am - 2pm Saturdays
(starting 15th Aug 2020)

Location
High Street, Deal



Designed: GEM Drawn: GEM Date: 6 Aug 2020
Scale: 1 in 2000 (A3 size) Drawing Number: TRAN/2020/0007
1 in 2000 (A3 size) Tray: A


THE KENT COUNTY COUNCIL

**HIGH STREET, DEAL
(PROHIBITION OF DRIVING)
TEMPORARY ORDER 2020**

THE ROAD TRAFFIC REGULATION ACT 1984

The Kent County Council, acting as the local traffic authority in exercise of its powers under Section 14 of the Road Traffic Regulation Act 1984 and all other enabling powers, makes the following Order:-

1. For the safety of the public to help achieve social-distancing for economic recovery following the coronavirus pandemic, through traffic on High Street, Deal shall be temporarily prohibited, between the junctions with Stanhope Road and Union Road, to the actual extent indicated by signs and barriers on site.
2. The above restrictions apply to Saturdays only between 12:00 hours and 14:00 hours.
3. Whilst in force, this Order over-rides any existing Traffic Regulations that prohibit traffic on High Street, Deal
4. This Order takes effect on 15 August 2020 for up to 18 months, as and when the relevant signs are on site.
5. This Order may be cited as "The Kent County Council (High Street, Deal) (Prohibition of Driving) Temporary Order 2020".

<i>Signed for and on behalf of the Kent County Council by Simon Jones, Director of Highways, Transportation and Waste</i>	<i>Authorised Signatory</i> 
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Dated this 7th day of August 2020

DEAL TOWN COUNCIL - MEMORANDUM

To: Councillor Chris Turner - Chairman of Deal Town Council,
all Council members
From: Lorna Crow - Town Clerk
Date: 14 September 2021
Subject: Football Tournament

Councillors may remember that in May this year an email was forwarded to you all from Councillor Oliver regarding the Womens Deal International Tournament that first took place in 1967.

The Womens Football Archive advises:

The Deal Tournament (later known as the Deal International Tournament) was a women's football competition first organised in 1967 by Arthur Hobbs, a carpenter with Deal Town Council.

A driven man possessed of great energy and focus, Hobbs became The Founding Father of women's football in England.

Visionary Hobbs pioneered summer football for women more than 40 years before the FA WSL.

To get things moving, Hobbs reckoned a high profile tournament was in order. This would bring the top players and teams together, showcase the best the game had to offer and provide a focal point.

Held over a weekend in July, Wendy Owen (2005) recalled that matches were 15 minutes each way and played before decent crowds, but as far as the players were concerned, the social aspects outstripped the football.

The local male club Deal Town FC were keen to act as hosts, and even more keen to snaffle any proceeds via the "Mayor of Deal's Appeal Fund for Deal Town FC".

Their modest Charles Sports Ground had hosted two low-key women's matches during 1966-67, which apparently went under the radar.

It was into 1967's "summer of love" that Hobbs launched his tournament. He wanted to aid the development of women's football, to give it purpose and direction.

The Kent County FA blocked use of the ground, on the pretext that 1921's infamous ban on women remained on the FA's dusty statute books.

To their enormous credit, Deal Town's chairman and one other committee member immediately quit in disgust. They fired off a suitably angry broadside to the East Kent Mercury, the local rag.

Undaunted, Hobbs was backed to the hilt in his quest by David Ennals, later Baron Ennals, the great Labour Party statesman who was the local MP.

It is sometimes overlooked that women were banned from football not only by the FA, but also, notionally at least, by the Central Council of Physical Recreation (CCPR; now the Sport & Recreation

Alliance), the Government's Department of the Environment (now part of DEFRA) and the Sports Council (now Sport England).

Kent's miners came to Hobbs' rescue and the first tournament went ahead on the playing fields of Betteshanger Colliery in Deal.

Following this email, I had a discussion with Cllr Oliver regarding the possibility of holding another Deal Tournament in commemoration/celebration of this.

To explore further, I organised a meeting with Hannah Ambriz Secretary of Betteshanger Welfare Youth FC and Natalie Benville, Chair of Deal Town FC. I also invited Councillor Cronk who has a keen interest in organising and refereeing at youth football events and of course Cllr Oliver.

The meeting was met with enthusiasm and Hannah and Natalie were keen to organise the event, with assistance from Deal Town Council.

Should council agree to this event going forward then the following would be required

- To hold the event over a weekend in July 2022 utilising the grounds of both Betteshanger Welfare Youth TC and Deal Town FC
- Deal Town Football Club and Betteshanger Welfare to organise the logistics and tournament
- The event to be environmentally low impact where possible
- Medals/cups to be awarded
- Matches to be held over the two days
- An end of event party to be held for all attendees
- The two Deal women's teams to play a friendly match against each other in a grand finale
- The Mayor to present the Arthur Hobbs Cup
- A budget of £2,000

Recommendations:

- Members to consider and agree that in or around July 2022, DTC holds another Deal Football Tournament in commemoration/celebration of the Womens Deal International Tournament that first took place in 1967.
- Members to consider and agree a budget of up to £2,000 to be included in next year's annual budget to cover this event.
- Members to consider the above and delegate authority to the Event Manager in liaison with the R.F.O, Town Clerk, Cllrs C Oliver and D Cronk to organise this event together with representatives from both Betteshanger Welfare Youth TC and Deal Town FC

To: Town Clerk, Full Council

Attach 7

From: Cllr Mike Eddy

Date: 10 August 2021

Subject: Motion re: Public Sector Website Impersonation Bill

Background

John Spellar, Labour MP for Warley, has placed before the House of Commons a Private Members' Bill designed to "create an offence of impersonating a public sector website for the purpose of collecting payment or personal data, and for connected purposes". The Bill is intended to tackle the growth in websites which purport to be legitimate public sector websites but in reality exist to carry out acts of fraud and/or identity theft. As a Private Members' Bill it is unlikely to succeed and no text exists at the time of writing, though it is due for its Second Reading on 10 December 2021.

Given the experiences of this Council with websites purporting to represent the views of this Council, it would seem appropriate that Deal Town Council encourages John Spellar MP to push ahead with such a Bill. The purpose of this motion is to back the principles in Mr Spellar's Bill and perhaps to add to pressure on the Government to adopt principles of the Bill in its own legislative programme.

Motion

- 1) This Council supports the principles outlined the "Public Sector Website Impersonation Bill", a Private Members' Bill (Presentation Bill), which is scheduled for its second reading on 10 December 2021.
- 2) This Council recognises the financial damage and personal hurt, both locally and nationally, done by websites which purport to be official public sector websites but operate solely or principally to obtain money or personal data from ordinary citizens.
- 3) This Council provides a copy of this motion to John Spellar MP and to our local MP so that they are fully aware of this Council's views on public sector website impersonation.

Recommendation

- 1) That this Council adopts the above motion and forwards it to the relevant members of Parliament.

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Cllr C Turner - Chairman of Deal Town Council,
All Council Members
From: Paul Bone – Responsible Finance Officer
Date: 17th September 2021
Subject: Councillor Internal Auditor

Councillor Internal Auditor:

At a meeting of the Finance & General Purposes Committee held on 20th July 2021
The selection of a Councillor Internal Auditor was debated and it was;

RESOLVED: *To recommend to Full Council that a Cllr internal auditor is selected from the entire Council membership*

Under Deal Town Council's current Financial Regulations it states:

'On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman [or a cheque signatory] shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Finance & General Purposes Committee'.

The current bank signatories are: Cllr D Cronk, Cllr S Beer & Cllr T Bond

Recommendation:

- That a member, other than the Chairman or an existing bank signatory, is appointed as Cllr Internal Auditor for the Year 2021-22

Decisions required

Members to consider the above recommendation.

Deal Town Council
Nat West Combined A/C's

Attach 9

List of Payments made between 01/05/2021 and 30/06/2021

Date Paid	Payee Name	Amount Paid	Transaction Detail
06/05/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
06/05/2021	VODAFONE BUSINESS	£10.03	WORK PHONE
10/05/2021	SSE SWALEC	£971.65	TOWN HALL ELECTRIC
11/05/2021	GLOBAL4 TELECOM	£142.39	PHONE TH
12/05/2021	UNA FINCH	£41.00	FLOWERS FROM MAYOR TO C ROWBOT
12/05/2021	CLEAN CUT SERVICES	£390.00	PARK AVE TIDY UP
12/05/2021	TOWER DESIGN & PRINT	£821.76	20 BOLLARD COVERS
12/05/2021	CLEAN CUT SERVICES	£200.00	WATERING FOR PLANTERS
13/05/2021	REV MH & MRS EB CLARK	£50.93	REFUND OF ALLOTMENT PYMT
13/05/2021	CAPITA BUSINESS SERVICES LTD	£25,047.03	MAY 2021 PAYROLL
13/05/2021	CAPITA BUSINESS SERVICES LTD	£470.16	CAPITA COSTS
18/05/2021	PLUSNET	£42.00	INTERNET
19/05/2021	Dover District Council	£973.00	RATES
19/05/2021	WORLDPAY (UK)LIMITED	£53.99	DVIC CARD MACHINE
20/05/2021	BANKLINE	£64.10	BANKLINE CHARGES
20/05/2021	ARCHANT	£96.00	SUBSCRIPTION A KENTISH CEREMON
21/05/2021	CLEAN CUT SERVICES	£80.00	WEED & WATER PLANTERS
21/05/2021	HOPKINS AED	£95.16	DEFIB MAINTENANCE
21/05/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
21/05/2021	ADM COMPUTER SERVICES	£846.11	IT SUPPORT
21/05/2021	CHANNEL FM	£342.00	FEMININE HYGIENE BINS
21/05/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
24/05/2021	SSE SWALEC	£809.53	GAS TOWN HALL
26/05/2021	DOVER DISTRICT COUNCIL	£31,682.41	PUB CONVENIENCES
26/05/2021	CLEAN CUT SERVICES	£390.00	PARK AVE TIDY UP
26/05/2021	CLEAN CUT SERVICES	£80.00	WATERING PLANTERS
26/05/2021	TOTAL SUPPLIES	£145.68	SANITISER
26/05/2021	PREMIER EPC	£370.00	COMMERCIAL EPC FOR TH
26/05/2021	PITNEY BOWES FINANCE LIMITED	£90.27	FRANKING MAC RENTAL
26/05/2021	BUSINESS STREAM SCOTTISH	£12.83	WATER TOWN HALL
27/05/2021	BUSINESS STREAM SCOTTISH	£223.77	WATER MILL ROAD ALLOTMENTS
28/05/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
28/05/2021	CHRIS TURNER MAYOR	£168.00	MAYOR EXPENSES
28/05/2021	CHRIS TURNER MAYOR	£108.00	MAYORESS EXPENSES
28/05/2021	SUEZ RECYCLING AND	£400.37	WASTE & RECYCLING TOWN HALL
28/05/2021	NATWEST CHARGES	£33.60	BANK CHARGES
28/05/2021	BANK INTEREST	£4.42	BANK INTEREST
31/05/2021	SHOGUN VEHICLE LEASING	£355.44	OFFICE CAR
01/06/2021	KCS PROFESSIONAL SERVICES	£12.42	PHOTOCOPIES
07/06/2021	VODAFONE BUSINESS	£10.03	OFFICE MOBILE
08/06/2021	CLEAN CUT SERVICES	£120.00	watering planters
08/06/2021	CLEAN CUT SERVICES	£390.00	gen tidy up pa allotments
08/06/2021	CLEAN CUT SERVICES	£100.00	WATERING PLANTERS
08/06/2021	HOWELL & HICKS	£750.00	DEAL SAT MKT LOGO
08/06/2021	GORDON ENGRAVING	£78.60	TC VINYL LOGOS
08/06/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
09/06/2021	GLOBAL4 TELECOM	£141.74	LANDLINE TOWN HALL

11/06/2021	CLEAN CUT SERVICES	£3,450.00	PLANTER AND HANGING BASKETS
11/06/2021	GUIDELINE LIFT SERVICE	£139.74	LIFT MAINTENANCE
11/06/2021	ADM COMPUTER SERVICES	£846.11	ADM SUPPORT
11/06/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
11/06/2021	PLUSNET	£42.00	internet town hall
14/06/2021	CAPITA	£23,368.28	staff salaries
15/06/2021	BANKLINE CHARGES	£60.20	BANKLINE CHARGES
16/06/2021	KCS PROFESSIONAL SERVICES	£161.44	PHOTOCOPIER RENTAL
18/06/2021	PITNEY BOWES	£100.00	FRANKING MAC TOP UP
19/06/2021	DOVER DISTRICT COUNCIL	£973.00	RATES
21/06/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
21/06/2021	HOPKINS AED	£226.80	AED AFTERCARE
21/06/2021	HIPPERSON LIMITED	£1,188.00	scaffold for dthall
21/06/2021	SSE SWALEC	£445.21	GAS TOWN HALL
25/06/2021	MARC- ONE SECURITY	£240.00	SAT MKT SECURITY
25/06/2021	BARRY FINCH	£5.40	DIY Parts
25/06/2021	UNA FINCH	£48.45	MAYOR PURCHASES
26/06/2021	JO HARPER	£9.70	PARKING AT TOWN HALL
28/06/2021	CLEAN CUT SERVICES	£80.00	WATERING PLANTERS
28/06/2021	CLEAN CUT SERVICES	£390.00	GEN TIDY UP PARK AVENUE ALLOTM
29/06/2021	ADM COMPUTER SERVICES	£852.00	LAPTOP FOR COMMS OFFICER
29/06/2021	GDPR INFO LTD	£1,008.00	GDPR SERVICES ANNUAL RENEWAL
30/06/2021	BANK INTEREST	£4.67	BANK INTEREST
30/06/2021	SUEZ RECYCLING AND	£466.03	WASTE & RECYCLING TOWN HALL
30/06/2021	NATWEST CHARGES	£40.60	NATWEST CHARGES
30/06/2021	SHOGUN VEHICLE LEASING	£355.44	SHOGUN LEASE
		<u>£103,395.49</u>	

Deal Town Council
Nat West Combined A/C's

List of Payments over £500 made between 01/05/2021 and 30/06/2021

Date Paid	Payee Name	Amount Paid	Transaction Detail
10/05/2021	SSE SWALEC	£971.65	TOWN HALL ELECTRIC
12/05/2021	TOWER DESIGN & PRINT	£821.76	20 BOLLARD COVERS
13/05/2021	CAPITA BUSINESS SERVICES LTD	£25,047.03	MAY 2021 PAYROLL
19/05/2021	Dover District Council	£973.00	RATES
21/05/2021	ADM COMPUTER SERVICES	£846.11	IT SUPPORT
24/05/2021	SSE SWALEC	£809.53	GAS TOWN HALL
26/05/2021	DOVER DISTRICT COUNCIL	£31,682.41	PUB CONVENIENCES
08/06/2021	HOWELL & HICKS	£750.00	DEAL SAT MKT LOGO
11/06/2021	CLEAN CUT SERVICES	£3,450.00	PLANTER AND HANGING BASKETS
11/06/2021	ADM COMPUTER SERVICES	£846.11	ADM SUPPORT
14/06/2021	CAPITA	£23,368.28	staff salaries
19/06/2021	DOVER DISTRICT COUNCIL	£973.00	RATES
21/06/2021	HIPPERSON LIMITED	£1,188.00	scaffold for town hall re flagpole
29/06/2021	ADM COMPUTER SERVICES	£852.00	LAPTOP FOR COMMS OFFICER
29/06/2021	GDPR INFO LTD	£1,008.00	GDPR SERVICES ANNUAL RENEWAL
		<u>£93,586.88</u>	

Deal Town Council
Nat West Combined A/C's

Attach 10

List of Payments made between 01/07/2021 and 31/08/2021

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/07/2021	Hospitality	£ 42.86	CEREMONIAL EVENING
06/07/2021	VODAFONE BUSINESS	£ 13.58	OFFICE MOBILE
09/07/2021	NICOLE BALOGH	£ 230.40	REFUND OF MARKET PAYMENTS
09/07/2021	JO HARPER	£ 10.40	EXPENSES JUNE 2021
09/07/2021	KENT COUNTY COUNCIL	£ 30.00	ATTACHMENTS TO STREET LIGHTING
09/07/2021	RIALTAS BUSINESS SOLUTIONS	£ 957.60	TRAINING ON RBS FINANCE
09/07/2021	CLEAN CUT SERVICES	£ 80.00	WATERING PLANTERS
09/07/2021	MARC- ONE SECURITY	£ 240.00	SAT MKT SEC
09/07/2021	Various - Amazon	£ 506.65	TH EVENTS ITEMS
09/07/2021	GLOBAL4 TELECOM	£ 149.26	LANDLINE
11/07/2021	PLUSNET	£ 45.69	INTERNET TH
13/07/2021	CAPITA BUSINESS SERVICES LTD	£ 25,740.08	SALARIES
14/07/2021	Hospitality	£ 100.00	MAYORS EVENTS
15/07/2021	BANKLINE	£ 59.40	BANKLINE CHARGES
19/07/2021	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES
20/07/2021	PITNEY BOWES	£ 1.19	RM UNDERPAYMENT
20/07/2021	WORLDPAY (UK)LIMITED	£ 54.05	CARD MACHINE
23/07/2021	CLEAN CUT SERVICES	£ 60.00	WEED AND WATER PLANTERS
23/07/2021	CLEAN CUT SERVICES	£ 195.00	ALLOTMENT MAINTENANCE
23/07/2021	MARC- ONE SECURITY	£ 240.00	SAT MKT SEC
23/07/2021	ADM COMPUTER SERVICES	£ 846.11	IT SUPPORT
23/07/2021	BAYLISS EXECUTIVE	£ 63.00	VIC Tickets (prior year)
23/07/2021	BAYLISS EXECUTIVE	£ 32.40	VIC Tickets (prior year)
23/07/2021	G FORD	£ 300.00	SURVEY OF WINDOWS AND ROOF
23/07/2021	DEAL ARTS MANAGEMENT	£ 5,000.00	GRANT MONEY ASTOR THEATRE
23/07/2021	RG WILLIAMS	£ 77.00	GREASE SEAL TWO MANHOLES
23/07/2021	SSE SWALEC GAS	£ 65.17	GAS TOWN HALL
29/07/2021	THE FRIAR TUCK	£ 96.55	FISH AND CHIP LUNCH
30/07/2021	Hospitality	£ 42.86	MAYOR HOSPITALITY
30/07/2021	MAYOR OF NEW ROMNEY	£ 50.00	MAYOR PYMT
30/07/2021	CHARTER TRUSTEES OF THE	£ 55.00	MAYOR PYMT
30/07/2021	PLANTSCAPE LTD	£ 272.70	PLANTSCAPE
30/07/2021	SHOGUN VEHICLE LEASING	£ 355.44	COUNCIL VEHICLE
30/07/2021	NATWEST CHARGES	£ 55.65	NATWEST BANK CHARGES
30/07/2021	SUEZ RECYCLING AND	£ 492.89	WASTE & RECYCLING TOWN HALL
30/07/2021	NATWEST CHARGES	£ 55.65	NATWEST CHARGES
02/08/2021	JO HARPER	£ 11.95	EXPENSES
02/08/2021	MARC- ONE SECURITY	£ 115.20	SAT MKT SEC
02/08/2021	CLEAN CUT SERVICES	£ 390.00	TIDY UP AT MILL ROAD ALLOTMENT
02/08/2021	DEAL & WALMER CHAMBER OF	£ 2,000.00	GRANT PYMT
05/08/2021	VODAFONE BUSINESS	£ 10.03	work mobile
05/08/2021	MAYORS FUND SANDWICH	£ 55.00	MAYOR OF SANDWICH HOG ROAST
05/08/2021	THE OFFICIAL HISTORY PROJECT	£ 40.00	THE OFFICIAL HISTORY PROJECT
06/08/2021	THE LADY MAYORESS	£ 50.00	CANTERBURY CREAM TEA
06/08/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
06/08/2021	TREECONOMICS	£ 1,728.00	TREE ECO TRAINING
09/08/2021	BREAKTHROUGH	£ 162.00	SOCIAL MEDIA MANAGEMENT
09/08/2021	VAN POPPEL	£ 150.00	VAN POPPEL WEDDING

10/08/2021	GLOBAL4 TELECOM	£	150.31	LANDLINE TOWN HALL
11/08/2021	PLUSNET	£	43.98	BROADBAND FOR TH
13/08/2021	CAPITA BUSINESS SERVICES LTD	£	24,126.27	STAFF SALARIES
14/08/2021	SSE SOUTHERN ELECTRIC	£	970.82	ELECTRIC BILL FOR TH
16/08/2021	PAUL BONE	£	105.00	TOWN HALL LAUNDRY
16/08/2021	RIALTAS BUSINESS SOLUTIONS	£	148.40	SOFTWARE LICENCE FOR ALLOTMENT
16/08/2021	ANTS ON THE GO	£	350.00	RUBBISH REMOVAL FROM ALLOTMENT
16/08/2021	MARC- ONE SECURITY	£	124.80	SAT MKT SECURITY
16/08/2021	NATWEST CHARGES	£	60.20	NATWEST CHARGES
17/08/2021	TOTAL SUPPLIES	£	46.74	CLEANING AND HYGIENE
18/08/2021	BUSINESS STREAM SCOTTISH	£	15.14	WATER FOR PA ALLOTMENTS
19/08/2021	DOVER DISTRICT COUNCIL	£	973.00	RATES FOR TOWN HALL
19/08/2021	MAYOR OF NEW ROMNEY	£	10.00	THE MAYOR OF NEW ROMNEY GDN PT
19/08/2021	WORLDPAY (UK)LIMITED	£	53.99	CHARGES
20/08/2021	ARCHANT	£	96.00	SUBSCRIPTION
23/08/2021	SSE SWALEC GAS	£	3.99	GAS FOR TH
24/08/2021	BUSINESS STREAM SCOTTISH	£	131.68	WATER FOR MR ALLOTMENTS
24/08/2021	WORLDPAY (UK)LIMITED	£	36.00	CHARGES
26/08/2021	BUSINESS STREAM SCOTTISH	£	76.92	WATER FOR TOWN HALL
26/08/2021	PITNEY BOWES FINANCE LIMITED	£	90.27	PHOTOCOPIER RENTAL
31/08/2021	SHOGUN VEHICLE LEASING	£	355.44	VECHICLE LEASE FOR TH
31/08/2021	NATWEST CHARGES	£	39.55	BANK CHARGES
31/08/2021	SUEZ RECYCLING AND	£	513.70	WASTE & RECYCLING TOWN HALL
		£	<u>70,948.76</u>	

Deal Town Council
Nat West Combined A/C's

List of Payments over £500 made between 01/07/2021 and 31/08/2021

Date Paid	Payee Name	Amount Paid	Transaction Detail
09/07/2021	RIALTAS BUSINESS SOLUTIONS	£ 957.60	TRAINING ON RBS FINANCE
09/07/2021	Various - Amazon	£ 506.65	TH EVENTS ITEMS
13/07/2021	CAPITA BUSINESS SERVICES LTD	£ 25,740.08	SALARIES
19/07/2021	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES
23/07/2021	ADM COMPUTER SERVICES	£ 846.11	IT SUPPORT
23/07/2021	DEAL ARTS MANAGEMENT	£ 5,000.00	GRANT MONEY ASTOR THEATRE
02/08/2021	DEAL & WALMER CHAMBER OF	£ 2,000.00	GRANT PYMT
06/08/2021	TREEECONOMICS	£ 1,728.00	TREE ECO TRAINING
13/08/2021	CAPITA BUSINESS SERVICES LTD	£ 24,126.27	STAFF SALARIES
14/08/2021	SSE SOUTHERN ELECTRIC	£ 970.82	ELECTRIC BILL FOR TH
19/08/2021	DOVER DISTRICT COUNCIL	£ 973.00	RATES FOR TOWN HALL
31/08/2021	SUEZ RECYCLING AND	£ 513.70	WASTE & RECYCLING TOWN HALL
		£ <u>64,335.23</u>	

**DEAL TOWN COUNCIL
MEMORANDUM**

Attach 11

To: Cllr C Turner - Chairman of Deal Town Council,
All Council Members
From: Paul Bone – Responsible Finance Officer
Date: 21st September 2021
Subject: Conclusion of Audit

Notification of the conclusion of the Annual Governance & Accountability audit has been received from the external Auditor.

I am pleased to advise that no other matters were needed to be brought to Council's attention other than those reported to Full Council prior to submission of the Annual Return (AGAR) regarding the fact that the AGAR was not approved prior to 1st July 2021

Recommendation

Members to note the report

Deal Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ending 31 March 2021

Section 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

1. The audit of accounts for **Deal Town Council** for the year ending 31 March 2021 has been concluded and the accounts have been published.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of **Deal Town Council** on application to:

Paul Bone, Responsible Finance Officer, Deal Town Council

The Town Hall, High Street, Deal, CT14 6TR

(Between 10:00 and 1:00 pm) 07555292446
3. Copies will be provided to any local government elector on payment of **£1** for each copy of the Annual Return.

Announcement made by: Paul Bone, Responsible Finance Officer,

Deal Town Council

Date of announcement: 21st September 2021

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

DealTown Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		Yes' means that this authority
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.		✓	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

27/07/21

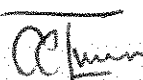
and recorded as minute reference:

FULL COUNCIL 27/07/21
8(a)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk





www.deal.gov.uk

Section 2 – Accounting Statements 2020/21 for

DealTown Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	505,842	477,204	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records. Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	391,613	396,109	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	89,557	86,109	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	254,066	255,838	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	255,742	257,109	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	477,204	446,475	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	470,686	420,604	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	565,491	570,834	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

P. Bay

Date

26/06/2021

I confirm that these Accounting Statements were approved by this authority on this date:

27/07/21

as recorded in minute reference:

FULL COUNCIL 27/07/21
8 (b)

Signed by Chairman of the meeting where the Accounting Statements were approved

CTM

Mrs L Crow
Deal Town Council
Town Hall
High Street
Deal
Kent
CT14 6TR

Our ref KE0074
SAAA ref SB02542
Invoice no: SB20212874
VAT no: GB 440 4982 50

Email sba@pkf-l.com

21 September 2021

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£1,300.00
--	-----------

Additional charges (where applicable) as detailed on attached appendix A	£0.00
--	-------

Additional fees (where applicable) as detailed by separate cover	£0.00
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TOTAL NET	£1,300.00
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VAT @ 20%	£260.00
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TOTAL PAYABLE	£1,560.00
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PAYMENT IS DUE ON RECEIPT OF INVOICE

For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD

For payments by credit transfer, our bank details are:-

HSBC Bank plc Sort Code: 40-02-31

Account number: 11070797

Account Name: PKF Littlejohn LLP

Please include KE0074 or Deal Town Council as the reference.

For account queries, contact creditcontrol@pkf-l.com.

Tel: +44 (0)20 7516 2200 • www.pkf-l.com

PKF Littlejohn LLP • 15 Westferry Circus • Canary Wharf • London E14 4HD

PKF Littlejohn LLP, Chartered Accountants. A list of members' names is available at the above address. PKF Littlejohn LLP is a limited liability partnership registered in England and Wales No. OC342572. Registered office as above. PKF Littlejohn LLP is a member firm of the PKF International Limited family of legally independent firms and does not accept any responsibility or liability for the actions or inactions of any individual member or correspondent firm or firms.

Mayor's engagement list

1st June	Brightlingsea Reclaiming of the Waters	Virtual meeting
7th June	Deal Police Station	
10th June	Armed Forces Briefing	Virtual meeting
12th June	Unveiling of new Town Map	Deal High Street
13th June	Pick Deal Clean Presentation	Deal Seafront
24th June	100th Anniversary RBL	Capel le Ferne
27th June	Armed Forces Day Service	Deal Castle
	Music for Martha	Ripple
2nd July	60th Anniversary Electrification Trains	Sandwich
7th July	Lunch to meet the Bishop of Dover	St Georges Vicarage
22nd July	Ceremonial Mayoral Evening	Deal Town Hall
24th July	Teddy Bear's Picnic	Walmer
25th July	Dover Patrol Memorial Service	St Margaret's Bay
	Carnival events	Deal Seafront
29th July	Carnival Parade and reception	Deal TH & Seafront
30th July	E Bike Launch	Deal TH
1st August	Music for Martha	Deal Seafront
14th August	Standing Joint Committee meeting	New Romney
	Book Launch	Deal
18th August	Lady Mayoress's Afternoon Tea	Canterbury
19th August	Garden Party	Sandwich

Deputy Mayor's engagement list

26th June	Armed Forces Day Service	Dover
15th August	VJ Day Service	Dover
	VJ Day Service	Deal Castle

KCC AUGUST / SEPTEMBER 2021 UPDATE:

KCC MEMBERS:

Councillor Trevor Bond
Councillor Derek Murphy

Attach 13

- All KCC face to face Cabinet Committee, full Council and full Cabinet meetings will resume as soon as possible, with the final decision on the former being determined by the various Chairs and Committee Members. Full Council and Cabinet meetings will be face to face for the foreseeable future (new Out breaks of COVID notwithstanding). Flexible working with virtual meetings where practical and appropriate are to continue providing both KCC Employees and Councillors with safe alternative working options.
- Simon Jones (internal candidate) was appointed following a formal interview (including external candidate) in July 2021, into his new role as Corporate Director of Growth, Environment & Transport.
- Cllr Murphy has been appointed to the Ebbsfleet Development Corporation Board, (EDCB) subject to formal approval by the Secretary of State. This will ensure that the interests of KCC and Kent residents are fed into that Board during those discussions. Ebbsfleet is a major development area for Kent and it is essential that "County Wide" issues and opinions are taken into account when planning the future of the site.
- A decision regarding the status of the Swanscombe Peninsular is expected to be taken on the 10th November. The decision will enable discussions on the future of the site to progress, and will be discussed at the November EDCB.
- Following a robust evaluation process Locate in Kent (External Organisation) has been reappointed for a further 3Year period to encourage and promote inward investment into Kent. It is essential for the future growth of the county that every assistance is provide to Companies and Organisations both domestically and Internationally that are considering locating in Kent
- Cllr Murphy presented a KEIBA (Kent Excellence in Business Award) for Outstanding Contribution Award to Bill Ferris at Chatham Dockyard. For many years Bill oversaw the opening and development of the Historic Dock Yard as its director into what is today one of Kents most popular attractions and a much used filming set for production companies such as the BBC series Call the Midwife.
- Broadband, working closely with BDUK on their "Project Gigabit" which will offer download speeds of a minimum of 1 gigabit per second. KCC is forging ahead to provide the county with a robust Broadband Network and under the new scheme BDUK estimate 122,000 properties in Kent and Medway will be covered. The Kent Voucher scheme is to continue in support of the BDUK rollout Programme.
- Regular discussions / meetings involving partners on the Employment Task Force and Colleges/Universities continue to ensure young people (and others) are being

KCC AUGUST / SEPTEMBER 2021 UPDATE:

KCC MEMBERS:

Councillor Trevor Bond

Councillor Derek Murphy

taught/trained effectively to ensure the workforce is commissioned into appropriate and valued employment.

- A meeting hosted by KCC will take place late in September with invited District representatives and Government Agencies to discuss the next steps concerning the "Stodmarsh" issue regarding the Nitrates and Phosphates in local water courses and the effect recent government announcements will have on future development in the County.
- The consultation on the future of the Waste Recycle Sites booking system has been undertaken and a decision will be made shortly
- Work is being undertaken on a Bus Improvement Plan with the objective of gaining Government funding. Submission needs to be in by mid October
- A Task force has been established re flooding in Deal . The task force includes the local MP , KCC (as the local flood authority) , DDC (as the planning authority) Ofwat and Trevor Bond

**Deal Town Council,
Town Hall, High Street, Deal, Kent, CT14 6TR.**

The minutes of the Planning Committee meeting held on Monday 5 July 2021

Present:

CLlr S Carlyle (Chairman)
CLlr A Stroud (Vice Chairman)
CLlr C Turner
CLlr M Eddy
CLlr T Grist
Mrs E Fogarty

Officers:

Mr P Bone (Deputy Town Clerk)
Mrs L Crow (Town Clerk)

Others: 2 members of public

		ACTION																					
1	<p>Chairman's opening remarks and apologies for absence: The Chairman read out the Fire Safety noticed and welcomed the new Councillor, CLlr Grist, and all to the meeting.</p> <p>The Chairman advised that as this was a long agenda she would be adjourning the meeting at 8.15pm for a comfort break.</p> <p>Apologies for absence: Mr C Hartley and Mr R Green</p>																						
2	<p>Declarations of interest: CLlr Turner declared a VAOI for planning application 21/00794. He advised that he would leave the meeting when this application was discussed and requested that the time he did this was recorded in the minutes.</p>																						
3	<p>The minutes of the planning committee meeting held on 4 May 2021 for approval and signing: Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 4 May 2021 as a true and accurate record. (P)ME (S) CT 3 for, 2 abstentions. The Chairman signed the minutes</p>																						
4	<p>Statements received from members of the public on items relating to the agenda to be read out by the Committee Clerk (maximum 15 minutes): No statements received.</p>																						
5	<p>Delegated decisions taken by the Deputy Town Clerk: Members RESOLVED: To note the report (P) ME (S) AS 4 for, 1 abstention</p>																						
6	<p>Planning applications received:</p> <table border="1"> <thead> <tr> <th></th><th>REFERENCE</th><th>W</th><th>ADDRESS</th><th>PROPOSAL</th><th>DECISION</th></tr> </thead> <tbody> <tr> <td>1</td><td>21/00795</td><td>ND</td><td>134 High Street Deal CT14 6BE</td><td>Installation of a freestanding high level link terrace with walk-on skylights over existing courtyard</td><td>RESOLVED: Object Overlooking and intensive development of site (P) CT (S) ME All agreed</td></tr> <tr> <td>2</td><td>21/00870</td><td>MD</td><td>41A Dola Avenue Deal CT14 9QH</td><td>Erection of a rear dormer window and single storey attached annexe with 3no. rooflights for ancillary use (existing hedge to be removed)</td><td>RESOLVED: Object Overlooking, proximity to boundary, detrimental effect on neighbours amenities (P) SC (S) CT 4 for 1 abstention</td></tr> </tbody> </table>					REFERENCE	W	ADDRESS	PROPOSAL	DECISION	1	21/00795	ND	134 High Street Deal CT14 6BE	Installation of a freestanding high level link terrace with walk-on skylights over existing courtyard	RESOLVED: Object Overlooking and intensive development of site (P) CT (S) ME All agreed	2	21/00870	MD	41A Dola Avenue Deal CT14 9QH	Erection of a rear dormer window and single storey attached annexe with 3no. rooflights for ancillary use (existing hedge to be removed)	RESOLVED: Object Overlooking, proximity to boundary, detrimental effect on neighbours amenities (P) SC (S) CT 4 for 1 abstention	Deputy Town Clerk
	REFERENCE	W	ADDRESS	PROPOSAL	DECISION																		
1	21/00795	ND	134 High Street Deal CT14 6BE	Installation of a freestanding high level link terrace with walk-on skylights over existing courtyard	RESOLVED: Object Overlooking and intensive development of site (P) CT (S) ME All agreed																		
2	21/00870	MD	41A Dola Avenue Deal CT14 9QH	Erection of a rear dormer window and single storey attached annexe with 3no. rooflights for ancillary use (existing hedge to be removed)	RESOLVED: Object Overlooking, proximity to boundary, detrimental effect on neighbours amenities (P) SC (S) CT 4 for 1 abstention																		

The Chairman advised that application 3 and 30 would be considered at the same time

3 & 30	21/00842	ND	51-55 The Clarendon Hotel Beach Street Deal CT14 6HY	Part change of use from Hotel (use class C1) to Residential (use class C3)	RESOLVED: Object Not an appropriate location. Reduction of hotel capacity which is an issue as identified in the emerging District Local Plan. Loss of an amenity (P) ME (S) AS 4 for 1 abstention
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Cllr Turner left the meeting at 7.38pm

4	21/00794	MD	9 Beechwood Avenue Deal CT14 9TD	Erection of a detached garage with workshop/ storage over	RESOLVED: Object Access issue and overdevelopment of site. Should DDC approve recommendation then request that a condition stating "Not at any stage to be used as overnight accommodation" is added (P) TG (S) ME All agreed
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Cllr Turner returned to the meeting at 7.44pm

5	21/00818	ND	64 Union Road Deal CT14 6AR	Erection of single storey side and rear extension (existing extensions to be demolished)	RESOLVED: Object Overlooking and overdevelopment of site. Overbearing impact (P) AS (S) CT All agreed
6	21/00595	MH	174 Rectory Road Deal CT14 9NR	Single storey front extension	RESOLVED: Support (P) ME (S) CT All agreed
7	21/00784	MD	107 Church Path Deal CT14 9UD	Erection of an outbuilding with 1no. rooflight	RESOLVED: No objections (P) CT (S) ME All agreed
8	21/00722	MH	Deal Pumping Station St Richards Road Deal CT14 9JT	Erection of a motor control centre kiosk	RESOLVED: No objections (P) ME (S) AS All agreed
9	21/00918	MD	Deal Fire Station London Road Deal CT14 9TB	Installation of replacement windows, doors and cladding to front elevation (excluding appliance bay doors)	RESOLVED: No objection (P) CT (S) ME All agreed

AMB

10	21/00883	MH	36 Rectory Road Deal CT14 9LY	Erection of a detached dwelling with associated parking and creation of 2no. parking spaces for 36 Rectory Road (existing garage to be demolished)	RESOLVED: Object Not in keeping with area, over intensification of site. Parking on site problematic, limited access for emergency service vehicles. Insufficient drainage. (P) TG (S) ME All agreed
11	21/00885	ND	Kent Museum Of The Moving Image 41 Stanhope Road Deal CT14 6AD	Erection of two storey and single storey extensions including installation of new entrance door to south elevation	RESOLVED: Object As no clarity about this being for the betterment of the museum (P) ME (S) CT 4 for 1 abstention
12	21/00929	ND	Sondes Lodge 14 Sondes Road Deal CT14 7BW	Change of use to a dwelling house	RESOLVED: No objections (P) TG (S) CT 3 for 2 abstentions
13	21/00946	MH	26 Celtic Road Deal CT14 9EF	Erection of a two storey side extension (existing garage to be demolished)	RESOLVED: No objections (P) TG (S) ME All agreed
14	21/00958	ND	52 Middle Street Deal CT14 6HT	Display of 1no. awning advertisement	RESOLVED: Object Inappropriate within conservation area given narrowness of street (P) ME (S) AS All agreed
The Chairman adjourned the meeting at 8.22pm for comfort breaks and restarted the meeting at 8.27pm					
15	21/00896	MD	Land On The North East Side Of Middle Deal Road Deal Kent	Reserved matters application for the details of layout, scale, landscaping and appearance for the erection of 63 dwellings pursuant to outline planning permission DOV/17/01530M D	RESOLVED: Object On the grounds laid out by highways concerning access and design of the road system for all vehicles including emergency vehicles. (P) CT (S) ME All agreed

16	21/00810	ND	28 Union Road Deal CT14 6EA	Erection of a first floor rear extension and insertion of rooflight to existing first floor roofslope (existing conservatory to be demolished)	RESOLVED: No objections (P) AS (S) ME All agreed
17	21/00948	ND	6-10 High Street Deal CT14 7AE	Erection of security fencing to rear of building	RESOLVED: No objections (P) SC (S) CT All agreed
18	21/00859	MD	230 Church Path Deal CT14 9UE	Erection of a single storey rear extension and insertion of window to replace existing side door and window (existing rear extension to be demolished)	RESOLVED: No objections (P) ME (S) AS All agreed
19	21/00973	MD	222 Middle Deal Road Deal CT14 9RL	Erection of single storey rear extension and installation of first floor side window (existing conservatory to be demolished)	RESOLVED: No objections (P) ME (S) CT All agreed
20	21/00830	ND	59 The Marina Deal CT14 6NP	Conversion of 7no. flats into 4no. larger flats, external alterations to include larger structural openings, new glazing/doors and east-facing balconies (existing lean-to and chimney stack to be demolished)	RESOLVED: No objections (P) ME (S) SC All agreed
21	21/00848	ND	6 Beaconsfield Road Deal CT14 7BY	Erection of a single story rear floor extension, alterations and replacement windows and doors, insertion of 2no. rooflights	RESOLVED: No objections subject to conditions included for access with a construction management plan in place and opaque glazing needed on side window.

SMD

				to existing roof (existing chimney and front porch door to be removed)	(P) ME (S) SC All agreed
22	21/00976	ND	Flat 4 43 The Marina Deal CT14 6NN	Erection of a rear dormer roof extension and creation of front balcony (existing dormer to be demolished)	RESOLVED: No objections (P) CT (S) AS 4 for 1 abstention
23	21/00959	ND	22 Athelstan Place Deal CT14 6QE	Erection of detached garage (existing garage to be demolished)	RESOLVED: No objections (P) SC (S) ME All agreed

The chairman advised that applications 24-27 would be heard at the end of the meeting.


24	97/00659	MD	73 & 75 Albert Road And Land Adjoining And Including Hutchings Timber And 79 Albert Road Deal	a) demolition of nos. 73 & 75 Albert Road; b) construction of replacement vehicular access to Hutchings Timber, The Builder Centre and Court Marsh Farm, sites of 73 & 75 Albert Road and c) variation of conditions to allow for retail sale of timber, DIY and gardening products at Hutchings Timber, land at 79 Albert Road, Deal	RESOLVED: No objections to applications 24, 25 and 27 (P) SC (S) ME All agreed
25	CON/07/00 495/H	MD	Minters Yard (1) Southwall Road Deal	Travel plan pursuant to Condition 2 of planning permission DOV/07/00495 (Erection of detached building to be used as a buildersmerchant formation of	RESOLVED: No objections to applications 24, 25 and 27 (P) SC (S) ME All agreed

SMC

				stockyard and associated parking)	
26	06/01078	MH	20 - 24 Mill Hill Deal	Erection of detached building incorporating 15 flats and construction of vehicular access with associated car parking (existing building to be demolished) x	<p>RESOLVED: Object</p> <p>Lack of up to date information and design features.</p> <p>To request DTC officers to investigate reason for being consulted on this application and delegate authority to the Deputy Town Clerk in liaison with the Chair of the committee to make the decision on what to submit as a recommendation if required.</p> <p>(P) CT (S) SC All agreed</p>
27	05/00569	MD	Land At Hutchings Timber Park Avenue Motors & 73 & 75 Albert Road Deal	<p>A) Construction of replacement vehicular access to Park Avenue Motors, Hutchings Timber, The Builder Centre and Court Marsh Farm, on land currently comprising part of Park Avenue Motors and the sites of 73 and 75 Albert Road, Deal, Kent. B) Variation of condition (x) of planning permission DO/86/59 and conditions (ii) and (v) of planning permission STD/88/804 to allow for retail sales of timber, DIY and gardening products. C) The removal of condition (xiv) of planning permission DO/86/59 -</p>	<p>RESOLVED: No objections to applications 24, 25 and 27</p> <p>(P) SC (S) ME All agreed</p>

Handwritten signature/initials

				personal condition.	
28	21/01002	MH	5 Quern Road Deal CT14 9EQ	Erection of a two-storey side extension, extension to driveway and erection of a new gate (existing shed to be demolished)	RESOLVED: Object Application would appear to be a mis description, as seems to be designed to be a second dwelling (P) ME (S) TG All agreed
29	21/00950	ND	National Westminster Bank Plc 31 High Street Deal CT14 6EW	Display of 2no. internally illuminated digital screens	RESOLVED: Object Appears to be a greenwash. This is not in keeping with the government intention in reducing energy consumption. Not appropriate given location to conservation area, not environmentally friendly. (P) AS (S) ME All agreed
30	21/01006	ND	51-55 The Clarendon Hotel Beach Street Deal CT14 6HY	Works to facilitate conversion to 2no. residential units incl. removal of existing & erection of new partition walls; insertion of new staircase from ground to 1st floor; blocking of existing & creation of new openings.	RESOLVED: Object Not an appropriate location. Reduction of hotel capacity which is an issue as identified in the emerging District Local Plan. Loss of an amenity (P) ME (S) AS 4 for 1 abstention
31	21/00755		Captain's Garden Cottage Deal Castle Victoria Road Deal CT14 7BA	Erection of an outbuilding with fence and gate enclosure	RESOLVED: No objections (P) CT (S) ME All agreed
7	DDC decisions: Members RESOLVED: To note the report (P) ME (S) CT All agreed				
8	Report from Cllr Carlyle on holiday let schemes: Members discussed back garden development and rise in holiday let schemes. They agreed that the growth of such applications with provisions for local people unable to be housed was a consequence. Also that streets of houses now lie empty most of the year in parts of Deal due to absentee				

	<p>landlords, owners and prevalence in Air B&B. The committee agreed that with reference to Air B&B there are now more than over 300 advertised online for the area.</p> <p>RESOLVED: To request that the Deputy Town clerk contacts DDC for a report on numbers of such registered properties in Deal, with details of what measures DDC are currently taking to regulate and enforce standards concerning safety and management.</p> <p>The Clerk also to get in touch with KALC, NALC and the Local Government Assoc to see if there is a national view on holiday let schemes, Air B&B and back garden development.</p> <p>(P) SC (S) ME All agreed</p> <p>The Chairman closed the meeting at 21:35</p>	<p>Deputy Town Clerk</p> 
	<p>Date of next meeting: 9 August 2021</p>	

**Deal Town Council,
Town Hall, High Street, Deal, Kent, CT14 6TR.**

The minutes of the Planning committee meeting held on 9 August 2021


Present:

Cllr S Carlyle (Chairman)
Cllr C Turner
Cllr T Grist
Mrs E Fogarty
Mr C Hartley
Mr R Green

Officers:

Mrs L Crow (Town Clerk)
Mr P Bone (Deputy Town Clerk)

Others: 1 member of the public

		ACTION															
1	Chairman's opening remarks and apologies for absence: The Chairman read out the fire instructions and welcomed all to the meeting.																
2	Declarations of interest: Cllr Turner and Cllr Grist declared VAOIs for agenda item 5 application 7 as one of the objectors to the application was a personal friend.																
3	The minutes of the planning committee meeting held on 5 July 2021 for approval and signing: Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 5 July 2021 as a true and accurate record. (P) CT (S) TG All agreed. The Chairman signed the minutes																
4	Statements received from members of the public on items relating to the agenda to be read out by the Committee Clerk (maximum 15 minutes): The Clerk circulated 3 statements received from member of the public to the committee. Members agreed to consider them at agenda item 5 when on the applications they referred to.																
5	Planning applications received: <table border="1"><thead><tr><th>REFERENCE</th><th>W</th><th>ADDRESS</th><th>PROPOSAL</th><th>DECISION</th></tr></thead><tbody><tr><td>21/01074</td><td>ND</td><td>155 Sandown Road Deal CT14 6NX</td><td>Erection of 2 dwellings with associated parking, bin and cycle storage and solar panels (existing 4no. garages to be demolished)</td><td>RESOLVED: Object There are inaccuracies in the application, overdevelopment of site, out of character, loss of parking and amenities, insufficient access for emergency vehicles. (P) CT (S) TG All Agreed</td></tr><tr><td>21/01116</td><td>MD</td><td>Land On The West Side Of Albert Road Deal CT14 9RB</td><td>Variation of condition 1 of reserved matters application 18/00892 to allow for redesign of retail and residential block (approved units)</td><td>RESOLVED: Object There is insufficient infrastructure to sustain development growth. Concern at flood risk and overdevelopment. (P) CT (S) TG All Agreed</td></tr></tbody></table>	REFERENCE	W	ADDRESS	PROPOSAL	DECISION	21/01074	ND	155 Sandown Road Deal CT14 6NX	Erection of 2 dwellings with associated parking, bin and cycle storage and solar panels (existing 4no. garages to be demolished)	RESOLVED: Object There are inaccuracies in the application, overdevelopment of site, out of character, loss of parking and amenities, insufficient access for emergency vehicles. (P) CT (S) TG All Agreed	21/01116	MD	Land On The West Side Of Albert Road Deal CT14 9RB	Variation of condition 1 of reserved matters application 18/00892 to allow for redesign of retail and residential block (approved units)	RESOLVED: Object There is insufficient infrastructure to sustain development growth. Concern at flood risk and overdevelopment. (P) CT (S) TG All Agreed	Deputy Town Clerk 
REFERENCE	W	ADDRESS	PROPOSAL	DECISION													
21/01074	ND	155 Sandown Road Deal CT14 6NX	Erection of 2 dwellings with associated parking, bin and cycle storage and solar panels (existing 4no. garages to be demolished)	RESOLVED: Object There are inaccuracies in the application, overdevelopment of site, out of character, loss of parking and amenities, insufficient access for emergency vehicles. (P) CT (S) TG All Agreed													
21/01116	MD	Land On The West Side Of Albert Road Deal CT14 9RB	Variation of condition 1 of reserved matters application 18/00892 to allow for redesign of retail and residential block (approved units)	RESOLVED: Object There is insufficient infrastructure to sustain development growth. Concern at flood risk and overdevelopment. (P) CT (S) TG All Agreed													

			1-8) to a create a block of 25no. apartments; amendment of 5no. blocks totalling 42no. apartments at west of site (approved units 96-99, 104-114, 115-125, 126-133 and 134-141) to create 22no. houses and 370sqm retail unit with three flats above; realignment of terrace of 2no. houses and 2no. apartments (approved units 92-95) to create terrace of 4no. houses; and substitution of house types for 12no. houses (approved units 84-91 and 100-103)	
21/01106	ND	8 Langton Close Deal CT14 6UL	Erection of a single storey rear extension	RESOLVED: No objections (P) CT (S) TG All Agreed
21/01049	ND	29 Western Road Deal CT14 6RX	Erection of single storey side/rear and two storey rear extensions (existing shed to be demolished)	RESOLVED: Object There is no direct route to the 3 rd bedroom. Overdevelopment of site. Impact of development on neighbouring properties (P) SC (S) CT All Agreed
21/01086	MH	Marlborough Road Industrial Estate, Unit 7 Marlborough Road Deal CT14 9LE	Change of use of land to store containers or touring/mobile caravans and erection of a 800mm security fence	RESOLVED: No objections (P) SC (S) CT All Agreed
21/01063	MH	105 Forelands Square Deal CT14 9DS	Erection of two and single rear extensions (existing outbuilding to be demolished)	RESOLVED: No objections (P) TG (S) CT All Agreed

SMU


21/01088	MD	Grove Villa 28 Mill Road Deal CT14 9AD	Erection of a three-storey building containing 14no. self-contained flats, 5no. two-storey townhouses and 5no. three-storey townhouses with associated landscaping, cycle storage, external lighting, alterations to existing vehicle access and car parking (existing care home to be demolished)	RESOLVED: Object Not in the District Plan as a designated site for development. Out of character. Infrastructure is insufficient, overbearing in height. There is no visitor parking, and no Air Quality Assessment has been supplied. (P) SC (S) CT All Agreed
21/01035	ND	59B The Marina Deal CT14 6NP	Conversion of 4no. flats to create 2no. attached dwellings to include erection of a second floor extension, alterations to windows/doors, balconies with balustrade to first and second floor east elevations, 2no. openings to front wall and associated parking	RESOLVED: Object Reduction in parking, lack of proper cycle and bin storage. Overdevelopment of site. Overlooking of neighbouring properties and not in keeping with area. (P) SC (S) CT All Agreed
21/01041	ND	39 Princes Street Deal CT14 6DQ	Erection of a single storey rear extension (section boundary wall and kitchen flank wall to be demolished)	RESOLVED: No objections (P) SC (S) CT All Agreed
21/00998	MD	159 Church Path Deal CT14 9UD	Erection of a single storey rear extension with 2no. rooflights, existing ground floor window to be replaced with door	RESOLVED: No objections (P) CT (S) SC All Agreed
21/00931	ND	19 Stanley Road Deal CT14 7BT	Re-pointing to front elevation, refurbishment of box sash window	RESOLVED: No objections The committee commend the use of wooden sills.

BMO

			frames and sills and replacement sash windows double-glazed units to front and rear elevations	(P) SC (S) CT All Agreed
21/01046	MD	21 Foster Way Deal CT14 9QP	Erection of single storey side extension and outbuilding	RESOLVED: No objections (P) CT (S) SC 2 for 1 abstention
21/01162	ND	93 Middle Street Deal CT14 6JN	Alterations and repairs to roof, roof structure and dormer, cement render to be replaced with lime mortar to parapets on both sides front and rear, addition of stone coping, removal of render and re-pointing of front chimney stack and demolition of rear chimney stack.	RESOLVED: No objections (P) SC (S) CT All Agreed
21/01163	ND	93 Middle Street Deal CT14 6JN	Alterations and repairs to roof, roof structure and dormer, cement render to be replaced with lime mortar to parapets on both sides front and rear, addition of stone coping, removal of render and re-pointing of front chimney stack and demolition of rear chimney stack.	RESOLVED: No objections (P) SC (S) CT All Agreed
21/01132	ND	Community Church Deal Stanley Road Deal CT14 7BT	Change of use and conversion into 2no. dwellings, alterations to windows, replace window with door to west elevation, insertion of 4no. rooflights, boundary wall with railings and automated gate,	RESOLVED: No objections (P) SC (S) CT All Agreed

			creation of parking and garden (existing toilet block to be demolished)	
21/01150	ND	173-175 Beach Street Deal CT14 6LE	Variation of Condition 2 (approved plans) of listed building consent DOV/21/00400 (Internal works to incl.: insertion of partition walls to ground & 1st floor; levelling part ground floor; removal of folding doors to form open-plan ground floor space; enlarge existing opening & erection new internal balcony at 1st floor. External works to incl.: raising height of roof to existing single storey addition; enlargement of existing openings & insertion of double doors; replacement of ground floor window to door)	RESOLVED: No objections (P) SC (S) CT All Agreed
21/01113	ND	Land Rear Of 20-34 Western Road Deal CT14 6RX	Erection of 3no. detached dwellings with associated landscaping, bin and cycle storage, car parking and vehicular access (existing buildings and part boundary wall to be demolished)	RESOLVED: Object There is insufficient access for emergency vehicles. A need to preserve a right of way. Site lines will be compromised. Out of character for the area. Not in keeping. Does not fit with the Local Plan. There will be a danger to pedestrians. (P) SC (S) TG All Agreed
21/01182	ND	63 Beach Street Deal CT14 6HY	Replacement of single storey rear addition to incl. new internal opening; paint	RESOLVED: No objections (P) CT (S) TG All Agreed

DM6

				exterior; demolition of internal wall to ground floor & erection of new partition walls; insertion of 2no. rooflights.		
	21/01168	MD	Tides Leisure Centre Park Avenue Deal Kent CT14 9UU	Construction of an earth clay bund	RESOLVED: No objections (P) CT (S) SC All Agreed	
	21/01176	ND	26 College Road Deal CT14 6BP	Erection of single storey rear/side extensions, first floor extension, rear dormer window, rooflight to front roofslope, rear landscaping and driveway (existing rear extension and shed to be demolished)	RESOLVED: No objections (P) CT (S) SC All Agreed	
	21/01180	ND	168 High Street Deal CT14 6BQ	Replacement windows, front door and rooflight to front roof slope	RESOLVED: No objections (P) SC (S) TG All Agreed	
	21/01166	ND	72 And 73 The Marina Deal CT14 6NS	Erection of a second floor extension, alterations to existing windows and insertion, new external door, balustrade and privacy screening (existing second floor extension to no.72 to be demolished)	RESOLVED: No objections (P) CT (S) TG All Agreed	
6	Tree application received:					Deputy Town Clerk 
	REFERENCE	W	ADDRESS	PROPOSAL	DECISION	
	21/01082	MH	16 Bowser Close Deal CT14 9NF	T1 - Sycamore - located at the foot of 16 Bowser Close and overhanging significantly 14 Fiveways Rise - to crown lift to 6m and to crown	RESOLVED: No objections (P) CT (S) SC All Agreed	

				reduce by 40% (5m) - both works due to overhanging nature and size of tree in close proximity to 14 Fiveways Rise.		
7	Premises Licence application received:					Deputy Town Clerk
	REFERENCE	ADDRESS	PROPOSAL	DECISION		
	Premises licence	Deal Market Saturday Market bays 53-55 Union Road Car Park High Street Deal CT14 6EA	Grant of Premises Licence: Sale of Alcohol Saturday 08:00 to 18:00	RESOLVED: No objections (P) SC (S) CT All Agreed		
3	DDC decisions: Members noted the report The Chairman closed the meeting at 9.02pm					

Deal Town Council
Town Hall, High Street, Deal, Kent. CT14 6TR.
Tel: 01304 361999 E-mail: deal.town.council@deal.gov.uk

**The minutes of the meeting of the Environment Committee
held on Wednesday 23rd June 2021 starting at 7.15pm**

Present:

Cllr C Oliver – Chairman

Cllr T Thompson – Vice Chairman

Cllr T Bond

Cllr B Bano

Cllr A Farrington

Cllr C Turner (Ex-officio)

David Carey (Co-opted member)

Sharon Danby (Co-opted member)

Officers: Deputy Town Clerk: Paul Bone**Others:** No members of the public

	Chairman's opening remarks: The Chairman welcomed everyone to the first meeting to be held at the Town Hall for some time and advised on the procedures for the evening.	Actions
2	Apologies for absence: The Chairman reported apologies from Cllr Rowbotham	
3	Declarations of interest: None received.	
4	Minutes of the Environment Committee Meeting held on 21 April 2021 for approval and signing: Members RESOLVED: To accept the minutes of the Environment Committee meeting held on 21 April 2021 as a true and accurate record (P) TB (S) TT 5 for 1 abstention - Agreed	
5	Statements received from members of the public on items relating to the agenda: None received	
6	<p>Energy Performance Certificate: Members questioned the Deputy Town Clerk about the actions that were being taken by Officers and other committees in relation to the actions detailed in the report.</p> <p>Following debate, members RESOLVED:</p> <p>1) To note the report. To request that a report is submitted to the next meeting advising on the financial and environmental impacts from the Town Hall being closed during the pandemic and the reopening of the Town Hall.</p> <p>2) That the Project Officer provides regular update reports on the progression of the actions detailed within the report to future meetings of this committee and that the Project Officer liaises with the Chair & Vice Chair of this committee as to the format of these reports.</p> <p>3) That the R.F.O., whilst looking at the cost of providing solutions also looks at the cost to the environment, benefits, long-term savings and any cost offset, so that it can be demonstrated to the local community. (P) TT (S) TB - All Agreed</p>	<p>Deputy Town Clerk</p> <p>Project Officer</p> <p>R.F.O.</p>
7	Update on Utility Supplies & Financial Investment Status: The Deputy Town Clerk answered questions about the proposed changes to existing	

Chairman 16.08.2021

	<p>energy supply contracts that were being taken to the July F&GP meeting for decision.</p> <p>Following debate on the Financial Investment Status members RESOLVED: To note the report and request that the R.F.O. sends out information to the committee members outlining the guidance on Financial Investments for Local Councils. (P) TB (S) AF- All Agreed</p>	R.F.O.
8	<p>No Idling School Poster Competition: Following debate, members RESOLVED:</p> <p>1) To increase the competition budget from £1,000 to a maximum of £2,000</p> <p>2) To advise neighbouring Parish Councils of the competition and ask whether they wish to make a contribution to the competition budget and have their branding on the winning banners displayed in their Parish. (P) TT (S) CO 5 for 1 against – Agreed</p>	<p>R.F.O.</p> <p>Project Officer</p>
9	No agenda item	
10	<p>Update report on Alignment of Deal Town Councils business operations: Members RESOLVED: To note the report (P) CO (S) TB – All agreed</p>	
11	<p>Update on the committee projects/initiatives: Members RESOLVED: To note the report and ask that the Project Officer provides a report to the next meeting on potential sites for a litter pick station. (P) BB (S) TB- All Agreed</p>	Project Officer
	The Chairman closed the meeting at 8:21pm	
	Date of next meeting – 16 August 2021	

Chair

Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR.
Tel: 07747489650 - Email: deal.town.council@deal.gov.uk - www.deal.gov.uk

The minutes of the Transport and Infrastructure meeting held on Wednesday 14 July 2021 starting at 7.15pm

Present:

Cllr B Bano (Chairman)

Cllr D Cronk (Vice Chairman)

Cllr T Bond

Cllr T Thompson

Cllr M Eddy

Cllr O Richardson

Cllr E Rowbotham

Cllr C Turner (ex-officio)

Officers:

Mrs L Crow (Town Clerk)

Mr P Bone (Deputy Town Clerk)

Mr A Oliver (Project Officer)

Others: 0

		ACTION
1	Chairman's opening remarks: The Chairman advised of the fire procedures and welcomed all to the meeting. He stated that he hoped the local transport operators would continue with covid precautions and encouraged everyone to be as cautious as they can be.	
2	Apologies for absence: Cllr A Stroud Absent: Mr P Inch and Mr I Killbery The Chairman advised that he had received an email from the co-opted member KCC Cllr D Murphy advising that due to work commitments he would be resigning with immediate effect from the committee.	
3	Declarations of interest: The Chairman declared a VAOI for agenda item 6 as he was a member of the church in Blenheim Road.	
4	The minutes of the Transport & Infrastructure Committee meeting held on 21 April 2021 for approval: RESOLVED: To accept the minutes of the Transport and Infrastructure committee meeting held on the 21 April 2021 as a true and accurate record. (P) OR (S) ME 4 for, 4 abstentions The Chairman signed the minutes	
5	Statements received from members of the public on items relating to the agenda to be read out by the Deputy Town Clerk (maximum 15 minutes): None received	
6	Correspondence Received: • Blenheim Road Area / Traffic Dominated Roads: Following discussion Members RESOLVED: That as Cllr Bond is also a Kent County Councillor he takes the 3 recommendations (To consider a traffic calming scheme in this area, to introduce a 20mph speed limit in this area and to make the Queen Street/West Street junction more pedestrian and cycling friendly) to the KCC Area Regional engineer and investigate the 3 recommendations through KCC and report back to the Transport and Infrastructure committee. (P) DC (S) OR All agreed • Bus Back Better: Members RESOLVED: That the Chairman writes to Philip Lightowler requesting more information regarding the consultation for the Bus Service Improvement Plan which is due to be published in October. The Vice Chairman to take the matter forward with the relevant authorities. (P) ER (S) OR All agreed	Cllr Bond Cllr Bano Cllr Cronk

BB

7	Full Council Delegated Items Memo from the Deputy Town Clerk: Members RESOLVED: Agree to note (P) DC (S) ER All agreed	
8	Highspeed Service Reinstatement: Following discussion Members RESOLVED: The Chairman writes an open letter to Southeastern's Managing Director David Statham, requesting confirmation that the full High Speed Service will be resumed at the earliest opportunity. Depending on the response received, the Chairman, Vice Chairman and co-opted member Mr Killbery to pursue other routes in liaison with interested Stakeholders to encourage Southeaster to restore the full Highspeed service. (P) ER (S) TB All agreed	Cllr Bano Cllr Cronk Mr Killbery
9	Highways Improvement Plan: Members RESOLVED: The Project Officer to report back to committee with recommendations on how the works identified in the report can be prioritised and taken forward. (P) BB (S) ER All agreed Members further RESOLVED: To send an email to DDC raising concern at the weed on footpaths and gutters and ask when they will be addressing these. (P) TB (S) ER Agreed 1 abstention	Adrian Oliver Paul Bone
10	Active Travel Plan Funding – Making Walking & Cycling Irresistible: Following debate Members RESOLVED: To request the Project Officer submit the Making Walking & Cycling Irresistible in Deal report to KCC with the addition of Blenheim Road and St Leonards Road as possible areas of rat runs. Along side this to brief and negotiate with neighbouring councils to ensure support for these proposals. To set up a working group of Cllr Cronk, Cllr Bond and the Project Officer to review and develop the proposals in the report and report back to the Transport & Infrastructure committee in September. (P) DC (S) TT All agreed	Adrian Oliver Cllr Cronk Cllr Bond
11	Accessibility Update: Members RESOLVED: To move the recommendations Re-focus surveying on dropped kerbs as originally agreed by the Transport & Infrastructure committee; <ul style="list-style-type: none"> All members of the Transport & Infrastructure committee to undertake surveys and select specific roads along the Priority Routes to survey. Committee Members' surveys to be submitted to the Project Officer as and when completed, but at the latest by Wednesday 1 September 2021, enabling a full report to be submitted to the next Transport & Infrastructure committee agenda. (P) ER (S) TT All agreed	All members Adrian Oliver
12	Update on the committee projects/initiatives: Members RESOLVED: To move the report. (P) DC (S) ME All agreed	
	The Chairman closed the meeting at 8.40pm	

BWB
15/9/2021

Deal Town Council
Town Hall, High Street,
Deal, Kent. CT14 6TR.
Tel: 01304 361999
E-mail: deal.town.council@deal.gov.uk

**The minutes of the meeting of the Finance and General Purposes Committee
held on Tuesday 20 July 2021 at 7.15pm**

Present:


Cllr D Cronk – Chairman
Cllr S Beer – Vice Chair
Cllr C Turner (Ex Officio)

Cllr T Bond
Cllr B Bano

Officers:

Paul Bone – Responsible Finance Officer
Heather McAdam – Finance Assistant

Others: 0 member of the public

1	Chairman's opening remarks and apologies for absence: The Chairman welcomed everyone to the meeting and advised everyone on the fire evacuation procedures. The R.F.O. advised that apologies for absence had been received from Cllr T Thompson. Absent: Cllr M Eddy	
2	Declarations of interest: None received.	
3	The minutes of the previous Finance & General Purposes Committee meeting held on 23rd March 2021: - Members RESOLVED: To confirm the minutes of the previous meeting held on the 23 rd March 2021 as a true and accurate record. (P) CT (S) SB All agreed.	
4	Statements received from members of the public on items relating to the agenda to be read out by the R.F.O. (maximum 15 minutes): None received.	
5	Finance Reports – Members RESOLVED: To note the following reports and to record members appreciation to all the staff who helped set up the new finance software package: i) Income & Expenditure figures and Full Bank reconciliation to 31 st March 2021 ii) Income & Expenditure figures and Full Bank reconciliation to 30 th April 2021 iii) Decisions made under delegated authority since the last meeting of this committee (P) SB (S) TB All agreed.	
6	Audit 2021 – i) Internal Auditor Report - Members RESOLVED: To note the report (P) SB (S) TB All agreed. ii) Cllr Audit report - Members RESOLVED: To note the report (P) CT (S) SB All agreed. iii) Annual Return 2021 - Members RESOLVED: To recommend to Full Council That: <ul style="list-style-type: none"> In Section 1 of the annual return, assertions 2, 3, 5, 6, 7 & 8 are answered 'YES', assertions 1 & 4 are answered 'NO' and assertion 9 is answered 'N/A' In Section 2 of the annual return, to accept the figures as entered by the R.F.O. on the return. (P) SB (S) TB All agreed.	R.F.O. R.F.O. 

	iv) Appointment of Cllr Auditors for 2021-22 – Members RESOLVED: To recommend to Full Council that a Cllr internal auditor is selected from the entire Council membership. (P) CT (S) SB All agreed.	R.F.O.
7	<p>Cllr Bano declared a VAOI as he is a carer.</p> <p>Grants 2021-22 – Recommendations from the Grants Sub-Committee – Following debate, Members RESOLVED: To accept Appendix 1(Annual Grants 2021-22), Appendix 2 (Special Projects Grants 2021-22) and the Grant Guidelines 2021-22 and to request that Appendix 4 (Deal St Omer Twinning application form 2021-22) comes back to a future meeting including feedback from the twinning representatives. (P) TB (S) SB All agreed.</p> <p>Members further RESOLVED: That the Special projects theme for 2021-22 would be: Supporting the Vulnerable. (P) SB (S) BB All agreed.</p>	<p>R.F.O.</p> <p>R.F.O.</p>
8	Town Hall Utility Suppliers - Following debate, Members RESOLVED: To accept the change to the final 24 months of the SSE contracts for the supply of Gas and Electricity to the SSE Green Gas and SSE 100% Green Electricity and that any increase in costs for this period are charged to the Environment budget. (P) TB (S) SB All agreed.	R.F.O.
9	Mayor's Parlour Refurbishment - Following debate, Members RESOLVED: To delegate authority to the R.F.O. in liaison with the Town Clerk and the Chair & Vice Chair of F&GP to select the most appropriate contractors for each element of the project working within an overall budget of £12,000 (P) BB (S) TB All agreed.	R.F.O.
10	<p>Town Hall Maintenance - Following debate, Members RESOLVED:</p> <ol style="list-style-type: none"> 1) To delegate authority to the R.F.O. to select a suitable contractor to deal with the gutter clearance and any minor repairs up to an amount of £1,000 2) To request the R.F.O. to obtain 3 quotations for the repair of the Chamber windows as set out in the surveyors report and bring them back for decision at the next F&GP meeting 3) To delegate authority to the R.F.O. in liaison with the Town Clerk to place an order with a qualified surveyor to produce a 10 year Town Hall Maintenance Schedule that includes any significant items that will fall beyond 10 years with a budget of up to £2,500 <p>(P) BB (S) SB All agreed.</p>	<p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p>
11	Visitor Information Centre – Coach Ticket Sales – Members RESOLVED: That Deal Town Council's Visitor Information Centre does not re-introduce the sale of Coach tickets. (P) BB (S) SB All agreed.	R.F.O.
	<p>The Chairman closed the meeting at 8:25 pm</p> <p>Date of next F&GP Committee meeting: 21 September 2021</p>	