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**Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR,  
Tel: 01304 361999 E-mail: [deal.town.council@deal.gov.uk](mailto: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 30 November 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](mailto:deal.town.council@deal.gov.uk) or call 01304 361999 by 10.00am on Monday 29 November.

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 29 November please email [deal.town.council@deal.gov.uk](mailto: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](http://www.deal.gov.uk) or on request

**Lorna Crow - Town Clerk**

**Date:** 22 November 2021

## AGENDA

1	<b>Chairman's opening remarks:</b>	Chairman
2	<b>Apologies for absence received:</b>	Town Clerk
3	<b>Declarations of interest:</b> To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
4	<b>The minutes of the Full Council meeting held on 26 October 2021 for approval:</b> Decision required	Attach. 2
5	<b>Statements received from members of the public on items relating to the agenda to be circulated by the Town Clerk (max 15 minutes):</b> For information	Town Clerk
6	<b>Phlebotomy Unit – Deal Victoria Hospital:</b> Decisions required	Attach. 3
7	<b>Recommendation from F&amp;GP – Procurement Policy:</b> Decision required	Attach. 4
8	<b>List of payments made between 1 September to 31 October 2021 including list of individual payments exceeding £500 for approval and signing:</b> Decision required	Attach. 5
9	<b>Holocaust Memorial:</b> Decision required	Attach. 6
10	<b>Mayoral engagement request:</b> Decision required	Attach. 7
11	<b>Queens Jubilee:</b> For information	Attach. 8
12	<b>Committee Membership Update:</b> For information	Attach. 9
13	<b>Mayoral engagements:</b> For information	Attach. 10
14	<b>KCC Councillor report:</b> For information	Attach. 11
15	<b>Committee reports:</b> Information to note (a) The minutes of the Planning committee meeting held on 14 September 2021. (b) The minutes of the Planning committee meeting held on 4 October 2021 (c) The minutes of the Finance & General Purposes committee meeting held on 21 September 2021 (d) The minutes of the Environment committee meeting held on 16 August 2021	Attach. 12 Attach. 13 Attach. 14 Attach. 15
	<b>Date of next Full Council meeting:</b> 25 January 2022	

Declarations of InterestDisclosable 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.

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**The minutes of the Full Council meeting**  
**held on Tuesday 26<sup>th</sup> October 2021 in Deal Town Hall chamber starting at 7.15pm**

**Present:**

Cllr C Turner – Chairman  
 Cllr M Eddy  
 Cllr B Bano  
 Cllr T Grist  
 Cllr A Friend  
 Cllr A Farrington  
 Cllr S Carlyle

Cllr S Beer Vice-Chairman  
 Cllr T Bond  
 Cllr T Thompson  
 Cllr A Stroud  
 Cllr C Oliver  
 Cllr E Rowbotham

**Officers:**

Town Clerk: Lorna Crow

Deputy Town Clerk: Paul Bone

Town Clerk PA: Joanne Harper

**Others:** 1 Member of public

1	<b>Chairman's opening remarks:</b> The Chairman welcomed everyone to the meeting and advised of the fire evacuation instructions. He then asked all members to observe a one-minute silence in memory of the Conservative MP Sir David Amess.	
2	<b>Apologies for absence received:</b> Cllr D Cronk and Cllr O Richardson	
3	<b>Declarations of interest:</b> Cllr A Friend declared a VAOI for item 7, as he is related to stall holder and item 8 as he is a member of the Royal British Legion.	
4	<b>The minutes of the Full Council meeting held on 28 September 2021 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Full Council meeting held of 28 September 2021 as a true and accurate record. (P) TB (S) ME All Agreed. The Chairman duly signed the minutes	Chairman
5	<b>Statements received from members of the public on items relating to the agenda to be circulated by the Town Clerk (max 15 minutes):</b> None Received.	
6	<b>Councillor representative for the Flood Action Task Force for Deal:</b> Following debate, members RESOLVED: That Cllr Mike Eddy will be the Deal Town Council representative on the Deal Task Force if permitted. To contact Natalie Elphicke MP to advise that Deal Town Council condemns in the strongest possible terms the decision by the MP for Dover and Deal to vote in favour of allowing water companies to continue to discharge raw sewage into the sea and water courses at levels above EU regulation standard. Given that the constituency is predominantly made up of seaside towns that rely on tourism and clean and safe beaches, her decision is perverse in the extreme. We urge Natalie Elphicke MP to represent the people of Deal by voting against these measures when the issue returns to the House of Commons for a second vote on 27th October. (P) AF (S) CO 12 for 1 abst	Town Clerk/ Chairman
7	<b>Saturday market:</b> Following discussion members RESOLVED: To accept the recommendation to change the market trading time back to 9am-2pm in line with the clocks going back and the darker winter months. This will be implemented from Saturday 6 <sup>th</sup> November 2021 to Saturday 26 <sup>th</sup> March 2022 and be reviewed annually by the Finance and General Purposes Committee. (P) SB (S) SC 12 for 1 abs.	Saturday Market Officer/ F&GP
8	<b>Request for printing from the Royal British Legion:</b> Following debate members	

	RESOLVED: To agree in principle to print the services sheets for the RBL Remembrance Day Service and Armistice Day for 2021. (P) BB (S) ME 12 for 2 abst	Staff
9	<b>Public health recommendation:</b> Members RESOLVED: To authorise a budget of up to £500 for the Town Clerk to use in providing suitable informative resources as the covid pandemic situation requires. That the Chairman writes to the Director of Public Health to request a more active and focused approach to public health education on Covid as winter approaches. (P) BB (S) ME All agreed.	Town Clerk
10	<b>Heritage Open Day 2021 update:</b> Members RESOLVED: To note the report. (P) SC (S) AFR All agreed	
11	<b>Mayoral engagements:</b> Members RESOLVED: To note the report. (P) AFR (S) SB. All agreed	
12	<b>KCC Councillor report:</b> Following discussion members RESOLVED: To note the report and thank Cllr Bond & Cllr Murphy for an excellent report. (P) AFR (S) ME All agreed	
13	<b>Committee reports:</b> Members RESOLVED To note the minutes of the Planning Committee meetings held on 14 September 2021. (P) AF (S) ME All agreed	
	Resolution to exclude the public: 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: (P) AFR (S) SB All agreed. The member of public and the PA left the room.	
14	<b>Staff update:</b> Following discussion members RESOLVED: To note the staff update and accept the quotation from TM Contracts to carry out the Temporary High Street Closures until the TTRO expires in February 2022 or it is revoked by KCC. (P) CO (S) ME All agreed	R.F.O.
15	<b>Correspondence received:</b> Following discussion on a communication received from a local solicitor regarding a sum of money gifted to the Town of Deal by a former co-opted committee member towards the purchase of a piece of sculpture to be erected in the town of Deal for the beautification of the town and/or for the general benefit of its inhabitants, members RESOLVED: For a group of Cllrs consisting of Cllrs Beer, Eddy, Carlyle, Grist, Rowbotham and Turner to work with the Town Clerk on options and to report back to a future meeting. (P) SB (S) AFR All agreed.	Town Clerk, Cllrs Beer, Eddy, Carlyle, Grist, Rowbotham and Turner
	The Chairman closed the meeting at 8:49pm	
	<b>Date of next Full Council meeting:</b> Tuesday 30 November 2021	

**DEAL TOWN COUNCIL - MEMORANDUM**

**To:** Councillor Chris Turner - Chairman of Deal Town Council,  
all Council members  
**From:** Cllr Tony Grist  
**Date:** 22 November 2021  
**Subject:** Phlebotomy Unit – Deal Victoria Hospital

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The decision to close the phlebotomy unit at Deal's Victoria Hospital is to be regretted. Any closure of a local service is to the detriment of the people of Deal. What may be seen as a cost-cutting decision only transfers the costs to local GP surgeries. Local medical practitioners have not been consulted.

Just as GPs are beginning to recover a degree of normality after the worst of the demands of the pandemic, they are being asked to provide an additional service.

The lack of wider public consultation over the closure of a local service is also to be regretted.

Recommendations

1. Deal Town Council regrets that councillors were not consulted.
2. Deal Town Council calls on the local Clinical Commissioning Group to reverse its decision to close the phlebotomy unit at Deal's Victoria Hospital.
3. In addition, Deal Town Council calls on the local MP to use her good offices to challenge and reverse this decision.
4. Deal Town Council supports a publicity campaign to make the people of Deal aware of what they are likely to lose if this decision is not reversed.
5. At the same time, this Council encourages them to contact local councillors (County, District, and Town) and their MP to voice their displeasure.

**Decision required**

Members to consider the above

**DEAL TOWN COUNCIL  
MEMORANDUM**

Attach 4

To: Cllr C Turner - Chairman of Deal Town Council,  
All Council Members  
From: Paul Bone – Responsible Finance Officer  
Date: 24<sup>th</sup> November 2021  
Subject: Procurement Policy

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The council agreed to align Deal Town Councils business operations with their Environmental Policy. This was considered by the Environment committee and the council officers are currently liaising with the Chairs and Vice Chairs of committees to achieve this.

It was agreed that any drafts are presented to the relevant committee to consider any changes or updates that may be required before the final draft is referred to Full Council for adoption. The schedule for reviewing council operations (agreed by the Environment committee) is as follows:

**Finance & General Purposes:**

General Procurement Policy  
DTC Market and events  
Allotments  
Grants  
Committee Guidance sheet to refer to before decisions are taken

**Planning:**

Guidance sheet to refer to before planning recommendations are agreed

**Transport & Infrastructure:**

Guidance sheet to refer to before decisions are taken

**Environment:**

Guidance sheet to refer to before decisions are taken.

The draft has now been considered by the Finance and General Purposes committee and their meeting held on 23<sup>rd</sup> November 2021 the following resolution was passed: -

*RESOLVED: To recommend to Full Council that the draft Procurement policy is agreed and adopted.*

As this policy will require some changes to the purchasing procedures and the Council currently has orders being processed in respect of decisions made by Council's committees, I would recommend that the policy is put in place from 1<sup>st</sup> January 2022.

Please see overleaf policy.

**Recommendation:**

To accept the recommendation from the Finance & General Purposes committee and adopt the Draft Procurement Policy from 1<sup>st</sup> January 2022

**Decisions required**

Members to consider the above recommendation.

## **PROCUREMENT POLICY**

Deal Town Council procures goods and services to a value of over £250,000 each year. All purchasing must comply with the Council's Standing Orders and Financial Regulations, which cover, amongst other things: the number of quotations required and tender rules.

The purpose of this policy is to provide additional guidance on the factors that will be taken into account when purchasing goods and services.

### **Sustainable procurement**

- 1) The Council recognises the importance of sustainability and will take into account the environmental, social and economic impacts of its purchasing decisions.
- 2) The Council is required to consider social value in all service contracts above the EU threshold but recognises that this is good practice for all contracts.
- 3) The Council recognises its duty to protect biodiversity under Section 40 of the Natural Environment and Rural Communities (NERC) Act 2006. To meet this duty the Council will wherever possible purchase products or specify working methods that protect biodiversity.
- 4) The Council will, wherever possible, purchase goods that meet international Fairtrade standards (or similar).

### **Local procurement**

- 5) The Council recognises the benefits to the economy of using local and SME businesses and, where appropriate, the voluntary sector. The Council will seek out local contractors and suppliers wherever possible and make the tender process SME friendly.
- 6) The Council pays a living wage to its employees and will encourage its suppliers to do the same.
- 7) All procurement will be in accordance with the Council's Equal Opportunities Policy.
- 8) The Council understands the importance of paying suppliers promptly and will wherever possible settle accounts within a maximum of 30 days, or earlier, by agreement.

### **Health and safety and insurance**

- 9) All contractors and suppliers working on Council sites will be required to comply with the Council's Health & Safety policy and any rules specific to the site of operation.
- 10) Provision of suitable risk assessments and method statements may be a condition of contracts involving work on Council properties or sites.
- 11) The Council requires all contractors working on Council sites and properties to maintain adequate insurance, including but not limited to: Public Liability insurance for £5 million and, where relevant, Professional Indemnity insurance at a level commensurate with the value of the contract.

## **Community engagement**

12) Where relevant the Council will consult with residents and service users to better understand what is needed, who will use it and what the essential requirements are for an item of capital expenditure. Examples of when this will apply include: provision of new play areas or modifications to Council buildings.

## **Selection criteria**

13) The following factors may be taken into account in the Council's selection process:

- Environmental record
- Environmental policies and practices
- Health and safety record
- Health and safety procedures
- Financial accounts
- References
- Location of supplier
- Organisational structure and staffing levels

## **Procurement procedures and guidance**

14) All contracts estimated at over £8,000 will be advertised on the Council's website.

15) All contracts estimated at over £25,000 will also be advertised on the Contracts Finder website.

16) In accordance with our Financial Regulations the Council is not obliged to accept the lowest of any tender, quotation or estimate, but must give reasons for not doing so.

17) The Council maintains monthly accounts with suppliers of regular purchases. All purchases on Council accounts may only be made by authorised Council officers who must either provide a purchase order or be provided with a receipt. Limits will be set on each account on the maximum value of individual purchases and the overall balance on the account. Expenditure over these limits must be authorised in advance.

18) Where additional guidance is needed the following documents will be taken into account:

- Joint Practitioners' Advisory Group (JPAG) (March 2014), Governance and Accountability for Local Councils A Practitioners' Guide (England)
- NALC (2015), A Guide to Understanding Procurement



## Environmental Impact

We will:

- Encourage suppliers to take action to reduce waste and promote reuse throughout the supply chain by requesting information on processes during procurements where appropriate
- Encourage suppliers to support circular economy principles in their contracts with Deal Town Council by using/making products made from non-virgin, repurposed and local (where possible) materials; products that have minimum waste through smart design and packaging and products that can be easily disassembled and repurposed
- Encourage suppliers to reduce the use of single use plastics in their service provision and find sustainable alternatives (where appropriate)
- Consider the potential transport requirements associated with any contract and how these may be minimised, whilst encouraging suppliers to minimise the negative impact of their transport operations
- Commission and procure energy-efficient products and services and encourage suppliers to improve their processes in this area
- Encourage suppliers to demonstrate they are minimising the environmental impacts of their supply chain, choosing more sustainable and high quality products and/or services
- Consider the risk of negative water impact in specific contracts, with particular focus on waste use, waste water and discharges into the water system
- Promote the use of, and compliance with, the council's meat free only catering stipulation in all relevant contracts
- Encourage all suppliers to complement, where possible, Deal Town Council's Environmental Policy

<https://www.deal.gov.uk/UserFiles/Files/DTC%20Environmental%20policy%20final%20web.pdf>

## **COUNCIL PREFERRED CONTRACTORS**

The council has a list of preferred contractors who are required to complete the Procurement questionnaire where applicable which includes details on:

- Financial accounts
- References
- Location of supplier
- Modern Slavery Policy
- Living Wage Policy
- Fairtrade Policy
- Carbon Reduction Policy or similar and strategy or action plan
- H & S Policy, record and procedures
- Organisational structure and staffing levels
- Information on the company's supply chain with regards to sustainability

### **Definitions**

**Sustainable / Sustainability** – Being sustainable means not depleting natural resources in order to maintain an ecological balance. In the simplest terms, if a tree is chopped down another is planted to replace it.

**Local:** Relating or restricted to a particular area or one's neighbourhood

**Biodiversity:** The variety of plant and animal life in the world or in a particular habitat, a high level of which is usually considered to be important and desirable.

**Social value:** Social value is the quantification of the relative importance that people place on the changes they experience in their lives. Some, but not all of this value is captured in market prices.

**Living wage:** A wage that is high enough to maintain a normal standard of living.

**Fairtrade:** Trade between companies in developed countries and producers in developing countries in which fair prices are paid to the producers.

**Meat free:** Not containing meat.

**Negative water impact:** In the case of water impact assessment, for some methods, water consumed is characterised with a positive CF (water consumption has damaging effect), and water emitted has a negative CF.

**Single use plastic:** Single-use plastics, or disposable plastics, are used only once before they are thrown away or recycled. These items are things like plastic bags, straws, coffee stirrers, soda and water bottles and most food packaging.

**Products made from non-virgin, repurpose:** Virgin material can be defined as unused raw material that has never been subjected to any processing other than for its production.

**Deal Town Council**  
**Nat West Combined A/C's**

**Attach 5**

**List of Payments made between 01/09/2021 and 31/10/2021**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
02/09/2021	VIKING OFFICE DEPOT	£ 122.63	STATIONERY
02/09/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
02/09/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
02/09/2021	MARC- ONE SECURITY	£ 115.20	SAT MKT SECURITY
02/09/2021	TOWER DESIGN & PRINT	£ 388.80	Gazebo frame for Sat Market
02/09/2021	ADM COMPUTER SERVICES	£ 846.11	computer support contract
02/09/2021	CLEAN CUT SERVICES	£ 590.00	GEN MAINTENANCE MR
02/09/2021	MARC- ONE SECURITY	£ 115.20	SAT MKT SECURITY
02/09/2021	MARC- ONE SECURITY	£ 240.00	SAT MKT SECURITY
03/09/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
03/09/2021	MCCABE F WILLIAMS	£ 1,050.00	INTERNAL AUDIT
03/09/2021	JO HARPER	£ 11.95	JULY EXPENSES CORRECTION
03/09/2021	DEAL & WALMER CHAMBER OF	£ 2,000.00	CHRISTMAS LIGHTS AGREEMENT
03/09/2021	CLEAN CUT SERVICES	£ 390.00	GEN MAINTENANCE MR
06/09/2021	VIKING OFFICE DEPOT	£ 34.03	ARCHIVE BOX FILES
06/09/2021	VIKING OFFICE DEPOT	£ 31.04	PK 10 ARCHIVE BOX FILES
07/09/2021	VODAFONE BUSINESS	£ 10.03	TOWN HALL MOBILE
07/09/2021	CJ GRAY BUILDING	£ 1,314.00	TOWN HALL REPAIRS
07/09/2021	CONF. CINQUE PORTS	£ 350.00	SUBSCRIPTION 21/22
07/09/2021	JO HARPER	£ 15.30	EXPENSES FOR AUGUST
07/09/2021	BARRY FINCH	£ 10.45	ALBERT SWIVEL CLASP FOR MAYOR
09/09/2021	GLOBAL4 TELECOM	£ 148.21	LANDLINES TOWN HALL
09/09/2021	SUE MORBEY	£ 13.99	EXPENSES AUGUST 21
09/09/2021	ROYAL BRITISH LEGION POPPY	£ 165.00	WREATHS
10/09/2021	PPLPRS LTD MUSIC LICENCE	£ 184.18	MUSIC LICENCE
13/09/2021	CAPITA BUSINESS SERVICES LTD	£ 23,388.22	SEPTEMBER SALARIES
14/09/2021	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT
14/09/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
14/09/2021	NEW ROMNEY TOWN COUNCIL	£ 91.00	SPEAKERS DAY
14/09/2021	SANDWICH TOWN COUNCIL	£ 30.00	MAYOR DEPUTIES DINNER
14/09/2021	JO HARPER	£ 12.95	EXPENSES 2021
15/09/2021	NATWEST CHARGES	£ 52.30	BANKLINE
17/09/2021	CLEAN CUT SERVICES	£ 290.00	GENERAL MAINTENANCE PA
17/09/2021	MARC- ONE SECURITY	£ 124.80	SAT MKT SECURITY
17/09/2021	GUIDELINE LIFT SERVICE	£ 139.74	LIFT SERVICE
17/09/2021	CLEAN CUT SERVICES	£ 220.00	WEED AND WATERING HANGING BASK
19/09/2021	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES SEPTEMBER 2021
19/09/2021	WORLDPAY (UK)LIMITED	£ 68.42	card machine
20/09/2021	PLUSNET	£ 43.98	INTERNET TOWN HALL
21/09/2021	WORLDPAY (UK)LIMITED	£ 54.00	CARD MACHINE TOWN HALL
21/09/2021	RONSBOS	£ 900.00	tote bags for market
23/09/2021	SHOGUN VEHICLE LEASING	£ 355.44	OFFICE CAR LEASE
23/09/2021	CLEAN CUT SERVICES	£ 220.00	WATERING AND WEEDING PLANTERS
24/09/2021	SSE SWALEC GAS	£ 3.99	GAS FOR TOWN HALL
24/09/2021	CHRIS HOBBS-EAST	£ 29.67	EXPENSES SEPT 2021
24/09/2021	CLEAN CUT SERVICES	£ 1,200.00	TREE CUTTING PA

27/09/2021	CAPITA BUSINESS SERVICES LTD	£	465.74	Payroll Services for 3mths
28/09/2021	CLEAN CUT SERVICES	£	200.00	GENERAL MAINTENANCE PA
28/09/2021	MARC- ONE SECURITY	£	124.80	SAT MARKET SECURITY
30/09/2021	NATWEST CHARGES	£	53.20	NATWEST CHARGES
30/09/2021	KCS PROFESSIONAL SERVICES	£	269.20	PHOTOCOPIES AND RENTAL
30/09/2021	SUEZ RECYCLING AND	£	518.08	WASTE AND RECYCLING
01/10/2021	UNA FINCH	£	250.00	CHARTER DAY EXPENSES
01/10/2021	R K SIGNS LTD	£	96.00	BUSINESS CARDS
01/10/2021	PKF LITTLEJOHN	£	1,560.00	ANNUAL GOVERNANCE REVIEW
04/10/2021	MAYOR OF FOLKESTONE	£	65.00	turkish supper
04/10/2021	mayor of faversham charity fun	£	60.00	POLICE MUSEUM
04/10/2021	SHOGUN VEHICLE LEASING	£	12.00	ROAD FUND LICENCE RECHARGE
05/10/2021	MARC- ONE SECURITY	£	124.80	SAT MKT SECURITY
05/10/2021	SPOT ON CLEANING	£	515.00	PIGEON SPIKES ETC
06/10/2021	VODAFONE BUSINESS	£	10.03	OFFICE MOBILE
11/10/2021	BREAKTHROUGH	£	162.00	SOCIAL MEDIA MANAGMENT 3 MONTH
11/10/2021	SPECTRUM SAFETY	£	153.90	FIRE SAFETY INSPECTION TOWN HA
11/10/2021	DEAL SPEAKING UP GROUP	£	500.00	ANNUAL GRANT
11/10/2021	12 DEAL AIR SCOUTS GROUP	£	230.00	ANNUAL GRANT
11/10/2021	HI KENT	£	500.00	ANNUAL GRANT
11/10/2021	NORTH DEAL COMMUNITY	£	1,000.00	ANNUAL GRANT
11/10/2021	DEAL MUSIC & ARTS LTD	£	1,000.00	ANNUAL GRANT
11/10/2021	TREETOPS PRE-SCHOOL	£	1,000.00	ANNUAL GRANT
11/10/2021	GLOBAL4 TELECOM	£	153.71	LANDLINE COSTS FOR TOWN HALL
11/10/2021	DEAL & WALMER ALLOTMENT	£	200.00	ANNUAL GRANT
13/10/2021	CAPITA BUSINESS SERVICES LTD	£	23,388.22	OCTOBER SALARY COSTS
16/10/2021	NATWEST CHARGES	£	65.40	BANKLINE
18/10/2021	PLUSNET	£	43.98	BROADBAND FOR TOWN HALL
19/10/2021	PITNEY BOWES	£	1.56	FRANKING
19/10/2021	DOVER DISTRICT COUNCIL	£	973.00	BUSINESS RATES TOWN HALL OCT21
19/10/2021	WORLDPAY (UK)LIMITED	£	68.42	CARD MACHINE
25/10/2021	MARC- ONE SECURITY	£	124.80	SAT MKT SECURITY
25/10/2021	THE OFFICIAL HISTORY PROJECT	£	50.00	CHARTE DAY PRESENTATION
25/10/2021	CLEAN CUT SERVICES	£	195.00	GEN MAINTENANCE PA ALLOTMENT
25/10/2021	CLEAN CUT SERVICES	£	195.00	GENERAL MAINTENANCE MR ALLOTME
25/10/2021	ADM COMPUTER SERVICES	£	2,754.85	INTERNET SECURITY
25/10/2021	ADM COMPUTER SERVICES	£	4,389.60	ANNUAL COMPUTER SECURITY
25/10/2021	MARC- ONE SECURITY	£	124.80	SAT MKT SECURITY
25/10/2021	SSE SWALEC GAS	£	22.37	GAS FOR TOWN HALL
26/10/2021	CLEAN CUT SERVICES	£	390.00	GENERAL MAINTENANCE PA ALLOTME
26/10/2021	MARC- ONE SECURITY	£	124.80	SAT MKT SECURITY
26/10/2021	JO HARPER	£	5.20	EXPENSES OCTOBER 2021
28/10/2021	BUSINESS STREAM SCOTTISH	£	961.13	WATER FOR GOLF ROAD ALLOTMENTS
29/10/2021	NATWEST CHARGES	£	45.50	NATWEST CHARGES
29/10/2021	RECONITION EXPRESS	£	50.34	BADGES FOR COUNCILLORS
29/10/2021	SHOGUN VEHICLE LEASING	£	355.44	OFFICIAL CAR LEASE
29/10/2021	SUEZ RECYCLING AND	£	536.83	WASTE & RECYCLING
		£	<b>81,778.64</b>	

Deal Town Council

**Nat West Combined A/C's**

**List of Payments over £500 made between 01/09/2021 and 31/10/2021**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
02/09/2021	CLEAN CUT SERVICES	£ 590.00	GEN MAINTENANCE MR
03/09/2021	MCCABE F WILLIAMS	£ 1,050.00	INTERNAL AUDIT
03/09/2021	DEAL & WALMER CHAMBER OF	£ 2,000.00	CHRISTMAS LIGHTS AGREEMENT
07/09/2021	CJ GRAY BUILDING	£ 1,314.00	TOWN HALL REPAIRS
13/09/2021	CAPITA BUSINESS SERVICES LTD	£ 23,388.22	SEPTEMBER SALARIES
19/09/2021	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES SEPTEMBER 2021
21/09/2021	RONSBOS	£ 900.00	tote bags for market
24/09/2021	CLEAN CUT SERVICES	£ 1,200.00	TREE CUTTING PA
30/09/2021	SUEZ RECYCLING AND	£ 518.08	WASTE AND RECYCLING
01/10/2021	PKF LITTLEJOHN	£ 1,560.00	ANNUAL GOVERNANCE REVIEW
05/10/2021	SPOT ON CLEANING	£ 515.00	PIGEON SPIKES ETC
11/10/2021	DEAL SPEAKING UP GROUP	£ 500.00	ANNUAL GRANT
11/10/2021	HI KENT	£ 500.00	ANNUAL GRANT
11/10/2021	NORTH DEAL COMMUNITY	£ 1,000.00	ANNUAL GRANT
11/10/2021	DEAL MUSIC & ARTS LTD	£ 1,000.00	ANNUAL GRANT
11/10/2021	TREETOPS PRE-SCHOOL	£ 1,000.00	ANNUAL GRANT
13/10/2021	CAPITA BUSINESS SERVICES LTD	£ 23,388.22	OCTOBER SALARY COSTS
19/10/2021	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES TOWN HALL OCT21
25/10/2021	ADM COMPUTER SERVICES	£ 2,754.85	INTERNET SECURITY
25/10/2021	ADM COMPUTER SERVICES	£ 4,389.60	ANNUAL COMPUTER SECURITY
28/10/2021	BUSINESS STREAM SCOTTISH	£ 961.13	WATER FOR GOLF ROAD ALLOTMENTS
29/10/2021	SUEZ RECYCLING AND	£ 536.83	WASTE & RECYCLING
		<b>£ 71,011.93</b>	

DEAL TOWN COUNCIL  
MEMORANDUM

To: Cllr C Turner, Chairman of Deal Town Council  
All Members

From: Joanne Harper, Events Manager

Date: 22<sup>nd</sup> November 2021

Subject: Holocaust Memorial Day 27<sup>th</sup> January 2022

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Holocaust Memorial Day takes place on Thursday 27<sup>th</sup> of January 2022.

In light of the fact that covid-19 is still with us and there is no way of knowing what the situation will be over the next couple of months, I am exploring options for the Council's annual commemoration and have three options for council to consider.

- (1) To hold the traditional wreath laying service only (Slightly longer service) at the memorial stone in St George's Church Gardens
- (2) To hold the tradition service in the Town Hall chamber (Maximum capacity 40) followed by a short wreath laying service at the memorial stone in St George's Church Gardens.
- (3) To hold the traditional wreath laying Service in St George's Church Gardens followed by a public exhibition in the Town Hall chamber for viewing throughout the day, times to be arranged.

Decision Required: Members to consider the above and choose one option for the Annual Holocaust Memorial Day Commemoration on 27<sup>th</sup> January 2022.

## DEAL TOWN COUNCIL

# MEMORANDUM

**To:** Councillor C Turner - Chairman of Deal Town Council

All members

**From:** Mrs Una Finch- Mayor's Secretary

**Date:** 23<sup>rd</sup> November 2021

**Subject:** Mayoral Invitation re Civic & Ceremonial policy

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The Council's Civic and Ceremonial policy states that priority must be given to local events within a 15-mile radius of Deal and to Cinque Ports Mayoral events. For any that fall outside this area excluding KCC Chairman events, the Mayor must first receive permission from the Town Council to attend.

The Mayor has received the following invitation:

The Mayor of Ashford's Beer Tasting at the Old Dairy Brewery Tenterden with lunch in aid of the Shaw Trust. Ticket price £20 per head.

**Recommendation:**

The Mayor and the Deputy Mayor would like seek permission to attend the Mayor of Ashford's lunch.

**Decision required**

Members to consider the above recommendations.

DEAL TOWN COUNCIL  
MEMORANDUM

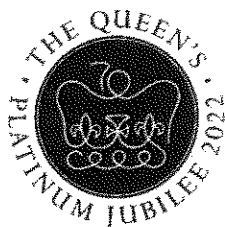
To: Cllr C Turner, Chairman of Deal Town Council  
All Members

From: Joanne Harper, Events Manager

Date: 22<sup>nd</sup> November 2021

Subject: The Queen's Platinum Jubilee & Queen's Green Canopy 2022

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The Queen's Platinum Jubilee will be celebrated by the nation over the weekend of Thursday 2<sup>nd</sup> June to Sunday 5<sup>th</sup> June 2022, which includes an extra bank holiday.

*"The Queen's Green Canopy (QGC)"* tree planting initiative has also been created to mark Her Majesty's Platinum Jubilee invites people from across the United Kingdom to **"Plant a Tree for the Jubilee"**. With a focus on planting sustainably, the QGC will encourage planting of trees to create a legacy in honour of The Queen's leadership of the Nation, which will benefit future generations.

As well as inviting the planting of new trees, *The Queen's Green Canopy* will dedicate a network of 70 Ancient Woodlands across the United Kingdom and identify 70 Ancient Trees to celebrate Her Majesty's 70 years of service.

I am currently exploring options for an event and tree planting that will bring the community together to celebrate this historic milestone, and will prepare a full report for council in January.



**DEAL TOWN COUNCIL - MEMORANDUM**

**To:** Councillor Chris Turner - Chairman of Deal Town Council,  
all Council members  
**From:** Lorna Crow – Town Clerk  
**Date:** 22 November 2021  
**Subject:** Committee membership update

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Please be advised that the committee membership has recently been updated to reflect the following:

Councillor Eileen Rowbotham has stepped down from the Environment Committee

County Members:  
 Cllr Trevor Bond  
 Cllr Derek Murphy

1. Cllr Murphy received formal confirmation from Dept of Housing & Communities confirming formal appointment to Ebbsfleet Development Corporation Board, attending sessions, to represent KCC and Kent resident views.
2. Arranged a KCC Members Broadband Briefing which was attended 44 Members highlighting all aspects of Broadband..... Worth noting that 99.6% of premises in Kent have Basic Broadband Coverage (2mbps); 96.1% have Superfast Coverage (24 mbps+) and 30.5% have Gigabit capable coverage (1000 mbps).....another mini session included details of the Project Gigabit which is targeting the 20% areas of market failure (in Kent that is up to 122,300 premises).....It is hoped that BDUK will begin this final stage in May 2022..... The total amount of funding allocated by HMG to Kent & Medway for the programme is £200m

This was followed up by a report into the Economic Development Cabinet Committee GEDCCC on 17<sup>th</sup> November which was lived Broadcast ..... The KCC Broadband Team are keeping up the intense pressure on Openreach, BT and BDUK on all aspects to ensure Kent residents and businesses receive the service they fully deserve.

3. Pleased to report that eight Kent business leaders (*from the firms Fudge Kitchen, Kent Crisps, Beck & Pollitzer, TPS Global Logistics, The Great Outdoor Gym Company, AbBaltis, JTA and Tenterden Old Dairy Brewery*) have been named Department for International Trade Export Champions in a national peer-to-peer support network for companies looking to trade abroad.

Boasting an impressive track record of international trading, these Export Champions mentor others aspiring to begin exporting or looking to break into new markets. They also raise awareness of the wide range of practical help available through DIT and provide feedback to help the Government continually improve its business support services

These are Innovative businesses who embrace opportunities to export and showcase Kent and British produce and services to the world, have a key part to play as we build back from the pandemic and adjust to trading outside of the EU. The current global economic picture is complex with just one in every 10 businesses nationally exporting. The Export Champion network is all about giving up-and-coming businesses the knowledge and confidence to increase that number. I am extremely proud of all of our business leaders who have stepped up to freely share their hard-won first-hand know-how with the exporters of tomorrow.

4. Regular meetings with the Leaders of the Kent districts/boroughs, together with David Brazier (Cabinet Member for Transport) and Simon Jones (Director transport and Development). These are providing excellent forums for discussion of issues of mutual concern in both this and the Highways & Transport portfolios and are certainly reinforcing our growth partnerships with the districts & Medway UI
5. Kent residents (and beyond) have been transfixed on Sunday evenings by the new ITV Series – The Larkins – much of this was of course filmed in Kent. Locations used include Viking Bay; Victoria Gardens in Broadstairs; Eynsford; Faversham; Stonepitts Farm near Sevenoaks; Long Barn in Sundridge; Squerryes Court in Westerham; Walpole Bay Hotel & Museum in Margate and various

other villages and farms in North Kent. The Kent Film Office assisted the production with the locations, arranged parking, road closures and sourced film marshals and runners to work on the project. The production contributed an estimated **£1,312,000 to the Kent economy** during the 100 filming and preparation days.

6. Sir Paul Carter lead of the launch of the new Kent & Medway Business Fund Loan Scheme on the 29<sup>th</sup> October. To date, more than 350 businesses have benefitted from the Kent and Medway Business Fund. Successful companies supported reflect the range and diversity of businesses located across Kent and Medway, contributing to the success of the county's economy. The Kent and Medway Business Fund was established inviting businesses to apply for low-cost loans repayable over five years and/ or equity investments. Substantial repayments have now been received and we will now be launching from recycled funds a further £8m for this autumn. We will be inviting new applicants from Kent and Medway businesses, who are able to satisfy strict lending criteria. These may come from a broad range of sectors but they must demonstrate strong and effective foundations and plans for growth and innovation. Applications will be invited for loans from £100,000 to £500,000. Details can be found on the KCC web site
7. In a major boost to the wider Kent economy that improvements to the environment and transport network around Aylesford can now get under way after Panattoni signed a major multi-million pound deal.

The Section 106 agreement, has been signed with Tonbridge and Malling Borough Council & KCC . It finalises the planning permission to build up to 1.9 million sq ft of high-quality warehousing and distribution space, thanks to an investment of £180m on the vacant Aylesford Newsprint site Panattoni will also be funding the construction of a £7m road to link Bellingham Way with Station Road while at the same time restricting HGV access to Aylesford village.

The agreement also includes Panattoni funding KCC to upgrade the local bus service for five years, and a contribution towards a cycle hire scheme. More than 4km of new cycle paths and footpaths will be put in place, as well as improvement to the New Hythe and Aylesford railway stations..... As part of its commitment to sustainable development, Panattoni will use low or Zero Carbon technologies to reduce energy demand and CO<sub>2</sub> emissions at Aylesford. Solar panels, air source heat pumps and LED lighting will reduce energy consumption and associated CO<sub>2</sub> emissions by at least 10 per cent..... Panattoni will also be working with Kent Wildlife Trust and TMBC, to fund a number of ecology projects, including work on Ditton Stream. Congratulations are due to the hard work of our own Developer Contributions Team throughout these negotiations.

8. Cllr Murphy attended an all interests (MPs, Port of Dover, Eurotunnel, DFTS, Irish Ferries P&O, UK Ports Authority, Logistics UK, KCC) meeting at Westminster to discuss the potential issues regarding the introduction of the EES (Entry Exit System) for cross channel passengers using the Short Straits from 2022.



ATTACH 12

[www.deal.gov.uk](http://www.deal.gov.uk)

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

Tel: 01304361999 - Email: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)The Minutes of the Planning Committee held on Tuesday 14<sup>th</sup> September 2021 at 7.15pm.

Present: Cllr S Carlyle (Chairman)  
 Cllr M Eddy  
 Cllr C Turner  
 Cllr A Stroud  
 Cllr T Grist  
 Mr R Green (Deal Society)  
 Ms E Fogarty (FOND)

Officers: Mr P Bone (Deputy Town Clerk)  
 Ms J Harper (Communications Officer)

Other: 3 Members of the Public

**MINUTES**

1	<b>Chairman's opening remarks and apologies for absence:</b> The Chairman welcomed everyone to the meeting and read out the fire instructions. Apologies received from Mr C Hartley.				
2	<b>Declarations of interest:</b> None Received.				
3	<b>The minutes of the planning committee meeting held on 9 August 2021 for approval and signing:</b> Members RESOLVED: to accept the minutes of the planning committee held on 9 August 2021 as a true and accurate record. (P)CT (S)TG. 4 for. 1 Abstention. - Agreed				
4	<b>Statements received from members of the public on items relating to the agenda to be read out by the Committee Clerk (maximum 15 minutes):</b> The Clerk circulated 1 statement received from a member of the public. Members agreed to consider the statement at agenda item 5 when the relevant application was referred to.				
<b>Planning Applications Received.</b>					
	<b>REFER ENCE</b>	<b>WA RD</b>	<b>ADDRESS</b>	<b>PROPOSAL</b>	<b>DECISION</b>
1	21/0125 5	MH	14-16 Rectory Road Deal CT14 9LU	<u>Repair of timber lintel over 1st floor bay window</u>	RESOLVED: No objection. DTC Fully Support work to preserve a historically important building (P)ME (S)CT All Agreed
2	21/0123 3	ND	17 Godwyn Road Deal CT14 6QW	Erection of a detached dwelling, formation of vehicular access, associated parking, ramp, shared footpath ( existing shed, boundary wall and hedge to be demolished)	RESOLVED: No objection, provided the drive surface is a permeable covering. (P) TG (S) ME. All Agreed

JMB

3	21/0113 9	ND	165 Middle Street Deal CT14 6LL	Enlargement of existing rear dormer, replacement of 3no. windows and door to rear elevation and replacement of existing roof tiles	RESOLVED: No objection (P)SC (S) ME. All Agreed	
4	21/0114 0	ND	165 Middle Street Deal CT14 6LL	Replacement of existing dormer to rear to serve new ensuite bathroom. Renewal of kent peg roof. Replacement rear windows & door. Internal alterations to incl: Replacement of floor boards; Removal of modern fireplace surround to Dining Room & installation of beam; increase existing ceiling height to upper ground flr landing & bathroom.	RESOLVED: No objection (P)CT (S)ME. All Agreed	
5	21/0120 0	MH	215 St Richards Road Deal CT14 9LF	Outline application for the erection of 10no. dwellings (with appearance reserved)	RESOLVED: Object Refusal on Highways grounds. Internal layout is exceedingly cramped. Detrimental impact on the view from Ellens Road and the countryside. Police comment on pedestrian safety and access for emergency services. (P)ME (S)CT. All Agreed	
6	21/0113 8	ND	120 High Street Deal CT14 6BB	Repainting of elevations, windows, and door	RESOLVED; No objections (P)SC (S)AS. All agreed	
7	21/0125 6	MH	36 Quern Road Deal CT14 9EQ	Erection of a two storey rear extension (existing conservatory to be demolished)	RESOLVED: Object. Overbearing extension in terms of scale and Mass. (P)ME (S)AS 2 for. 1 Against. 2 Abstentions – Agreed.	
8	21/0123 6	ND	2 Golden Street	Insertion of 3no. conservation rooflights to the	RESOLVED: No objections subject to the paint colour being approved by the Heritage Officer. <i>MMO</i>	

				Deal CT14 6JU	rear single storey extension. Paint front & rear windows and rear weatherboarding.	(P)SC (S)AS. All Agreed	
9	21/01286	MH		Whitebeam Ellens Road Deal CT14 9JJ	Erection of single storey rear and front porch extensions, detached annexe for ancillary use as gym, and erection of gates to vehicle access	RESOLVED: No objection. Subject to the condition that the detached annexe has no overnight stay facility. (P)ME (S)AS. All Agreed.	
10	21/01209	ND		The Old Coach House, The Courtyard Oyster Bar And Restaurant Sondes Road Deal CT14 7BW	Change of use to a holiday let and insertion of new entrance door	RESOLVED: No objection. (P)AS (S)CT. 4 for. 1 Abstention. - Agreed	
11	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 objection subject to the views of the Heritage Officer regarding the number of roof lights and the Environment Health Officer regarding smells from the kitchen. (P)ME (CT) All Agreed.	
12	21/01347	ND		South Goodwins Court, Flat 4 60 The Marina Deal CT14 6NR	Replacement windows and doors to balcony	RESOLVED: No Objection. (P)AS (S)CT. All Agreed.	
13	21/01364	ND		6 Graylen Close Deal CT14 6GR	Erection of single storey front extension	RESOLVED: No Objection (P)SC (S)CT. All Agreed.	
14	21/01370	ND		302 Middle Deal Road Deal CT14 9SN	Demolition of walls to ground and 2nd floor. Erection of walls to 2nd floor to form ensuite.	RESOLVED: No Objection (P)CT (S)AS All Agreed.	

*JBMB*

6	<p><b>DDC decisions:</b> Members considered the report and <b>RESOLVED:</b> To note the report and for the Deputy Town Clerk to write to the Chairman of DDC and DDC Planning/Chief Executive with the following:</p> <p>"This committee expresses concern, that at its meeting on 14 September, it was noted that a number of carefully argues objections to planning applications have been overturned by DDC Planning. Some of our objections relied for their strength on knowledge of local conditions and the voices of local objecting residents. It is clear to us that the time is now right for Deal Town Council to be able to liaise with a DDC Planning Officer whose specific brief is to know Deal and be able to advise the DTC Planning Committee".</p> <p>(P)CT (S)ME. All Agreed</p>	Deputy Town Clerk
7&8	<b>No Agenda Item</b>	
9	<p><b>Correspondence Received:</b></p> <p>i) Responses from DDC, NALC, KALC and LGA to a request for information regarding Air B&amp;B and back garden development: <b>RESOLVED:</b> to adopt a dual approach to DDC and KALC. To delegate authority to the Deputy Town Clerk in liaison with the Chairman of the committee to send a motion to KALC pushing for a National Policy on Holiday Lets and Air B&amp;B's. The Chairman to provide the initial draft motion in liaison with Committee members within 24 hours, and for the Deputy Town Clerk to agree the final draft and submit to KALC by 17 September in order to meet the deadline of receiving agenda items for the KALC AGM. The Deputy Town Clerk to investigate and contact councils in Cornwall to ascertain how they have achieved local occupancy conditions on new or converted properties in their area and find out what legal powers Yorkshire Dales and the Lake District are using. Members felt it is important to maintain dialogue with DDC and requested the Deputy Town Clerk writes to DDC to find out the reason they are not doing the same and for the Deputy Town Clerk to provide a regular monthly progress update on this item.</p> <p>(P)SC (S)ME All Agreed.</p> <p>ii) Information from DDC regarding the treatment of DDC consultee views on planning applications: <b>RESOLVED:</b> To note the report and request the Deputy Town Clerk writes to DDC expressing concerns on how much Deal Town Council value DDC Officer comments which are instrumental in Deal Town Council forming their opinions and seek clarification that committee members will be able to contact DDC officers directly to discuss any concerns.</p> <p>(P)SC (S)ME All Agreed.</p>	<p>Deputy Town Clerk/ Chairman/ Members</p> <p>Deputy Town Clerk</p> <p>Deputy Town Clerk</p>
10	<p><b>Planning application consultation period and supporting photographs:</b></p> <p><b>RESOLVED:</b> To note the report.</p> <p>(P)ME (S)CT. All Agreed.</p>	
11	<p><b>Proposed Cottington development and implications for the District Plan: Members considered the possible implications for the District Plan on this proposed development</b></p> <p><b>RESOLVED:</b> To discuss further at their meeting on 4 October and invite the Parish Clerk of Sholden Parish Council to attend and share Sholden Parish Councils rejection/opposition plans to the proposed Cottington development with a view to developing a joint approach.</p> <p>(P) SC (S)ME. All Agreed</p>	Deputy Town Clerk
	<b>Date of next meeting:</b> 4 October 2021	
	The Chairman ended the meeting at: 9.05pm	



ATTACH 13

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

Tel: 01304361999 - Email: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)The Minutes of the Planning Committee held on Monday 4<sup>th</sup> October 2021 at 7.15pm.

Present: Cllr S Carlyle (Chairman)  
 Cllr M Eddy  
 Cllr A Stroud  
 Cllr T Grist  
 Mr R Green (Deal Society)  
 Ms E Fogarty (FOND)

Officers: Mr P Bone (Deputy Town Clerk)

Other: 1 Members of the Public

**MINUTES**

1	<b>Chairman's opening remarks and apologies for absence:</b> The Chairman welcomed everyone to the meeting and read out the fire instructions.					
2	<b>Apologies for absence:</b> Apologies received from Cllr C Turner Ms E Fogarty (FOND) & Colin Hartley					
3	<b>Declarations of interest:</b> None Received.					
4	<b>The minutes of the planning committee meeting held on 14<sup>th</sup> September 2021 for approval and signing:</b> Members RESOLVED: to accept the minutes of the planning committee held on 14 <sup>th</sup> September 2021 as a true and accurate record. (P) ME (S) TG. All Agreed.					
5	<b>Statements received from members of the public on items relating to the agenda to be read out by the Committee Clerk (maximum 15 minutes):</b> None received.					
6	<b>Planning Applications Received.</b>					
	<b>REF:</b>	<b>WARD</b>	<b>ADDRESS</b>	<b>PROPOSAL</b>	<b>DECISION</b>	
1	21/00941	ND	18 Griffin Street Deal CT14 6LH	Refurbishment work to existing boundary wall	No Objection P) SC S) AS All Agreed.	
2	21/01434	MH	1 Sydney Road Deal CT14 9JP	Erection of a single storey side extension (existing side extension to be demolished)	No Objection P) ME S) AS All Agreed.	
3	21/01388	MH	15 Sydney Road Deal CT14 9JP	Erection of two storey rear extension (existing conservatory and timber extensions to be demolished)	No Objection P) ME S) AS All Agreed.	
4	21/01444	ND	Shop To Rear Of 11 Prince Of Wales Terrace Deal CT14 7BX	Erection of a three storey attached dwelling with associated parking (existing building to be demolished)	No Objection P) ME S) TG All Agreed.	



5	21/01049	ND	29 Western Road Deal CT14 6RX	Erection of single storey and two storey rear extensions (existing shed to be demolished)	Object: on the grounds of overdevelopment of the site and the impact on neighbouring properties. P) SC S) TG 3 For 1 Abstention. Agreed.
6	21/01403	MD	192 Mill Road Deal CT14 9BB	Change of use from store (Use class B8) to 1no. staff accommodation (Use class C3)	Object: on the grounds of no separate staff facilities and does not meet environmental health standards. P) SC S) ME All Agreed.
7	21/01457	ND	8 New Street Deal CT14 6JY	Re-pointing of front and side elevations and repainting of windows, door and door frames to match existing	No Objection P) ME S) AS All Agreed.
8	21/01458	ND	8 New Street Deal CT14 6JY	Re-pointing of front and side elevations	No Objection P) SC S) ME All Agreed.

6	<b>Tree work applications received:</b>				
	<b>REFERENCE</b>	<b>WARD</b>	<b>ADDRESS</b>	<b>PROPOSAL</b>	<b>DECISION</b>
	1	21/01395	MH	Beech Court 86 Rectory Road Deal CT14 9NB	T1 - Sycamore re-pollard - cutting new growth back to previous pollard pruning points  No Objection P) ME S) TG All Agreed.
	2	21/01428	MD	Wellington Court Beechwood Avenue Deal CT14 9WY	T1 - Field Maple - reduce lateral branches towards building back to good growth points up to 1.5m from building T2 - Field Maple - reduce lateral branches towards building back to good growth points up to 1.5m from the building and remove lowest limb with wound scaring  No Objection P) SC S) AS All Agreed.
7	<b>DDC decisions:</b> Members considered the report and <b>RESOLVED:</b> To note the report. P) AS S) ME <b>Date of next meeting:</b> 1 <sup>st</sup> November 2021 The Chairman ended the meeting at: 7:56pm				

**The minutes of the meeting of the Finance and General Purposes Committee  
held on Tuesday 21 September 2021 at 7.15pm**


**Present:**


Cllr D Cronk – Chairman	Cllr T Bond
Cllr S Beer – Vice Chair	Cllr B Bano
Cllr C Turner (Ex Officio) (From 7:45)	Cllr T Thompson
Cllr M Eddy	


**Officers:**

Paul Bone – Responsible Finance Officer

**Others:** 0 members of the public

1	<p><b>Chairman's opening remarks and apologies for absence:</b>  The Chairman welcomed everyone to the meeting and advised everyone on the fire evacuation procedures. The R.F.O. advised that Cllr Turner would be joining the meeting late due to a prior engagement.  The Chairman then called for all members to stand and observe a 1 minute silence in memory of co-opted and past Cllr Ian Killbery who recently passed away.</p>	
2	<p><b>Declarations of interest:</b>  Cllr Eddy declared a VAOI for Item 6 (Deal &amp; Walmer Allotments) on the agenda as he is the Chair of Finance at Walmer Town Council.  Cllr Bond declared an OSI for Item 6 (Walmer Cricket Club) on the agenda as he is a member of the club.  Cllr Beer declared a VAOI for Item 6 (Treetops Pre-School) on the agenda as her daughter is on the board of the organisation.  Cllr Cronk declared an VAOI for Item 6 (Walmer Cricket Club) on the agenda as he is the Vice Chairman of the club.</p>	
3	<p><b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 20<sup>th</sup> July 2021:</b> - Members RESOLVED: To confirm the minutes of the previous meeting held on the 20<sup>th</sup> July 2021 as a true and accurate record.  (P) SB (S) TB 4 for, 2 abstentions. Agreed.</p>	
4	<p><b>Statements received from members of the public on items relating to the agenda to be circulated at the meeting:</b> None received.</p>	
5	<p><b>Finance:</b>  i) <b>Income &amp; Expenditure figures and Full Bank reconciliation from 1st May 2021 to 31<sup>st</sup> August 2021</b> – Members RESOLVED: To note the Income &amp; Expenditure figures and Full Bank reconciliation from 1st May 2021 to 31st August 2021 (P) ME (S) TB All Agreed.  ii) <b>Budget Setting 2022-23</b> – Following debate Members RESOLVED: That an extra F&amp;GP meeting is held in December 2021 with the budget for 22-23 as the sole agenda item and that the T&amp;I and Environment committees are requested to create budgets for project funds as requested, to be ready for the November F&amp;GP meeting.  (P) TB (S) ME 5 for, 1 abstention. Agreed.</p>	R.F.O.
6	<p><b>Grants 2021-22 Round 1: Recommendations from the Grants Sub-Committee</b>  – Cllr Bond left the room at 7:38. Members RESOLVED: To accept the recommendations from the grants subcommittee and award the following grants:</p>	

	<p>1) <b>North Deal Community Company Ltd.</b> (Golf Road Centre) – To provide a grant of £1,000 towards the costs of an After School Dinner and Homework Club for primary aged children in Deal.</p> <p>2) <b>Deal Arts and Music Ltd.</b> – To provide a grant of £1,000 towards the project leader fees of providing a music centre for Children &amp; Adults.</p> <p>3) <b>Hi Kent</b> – To provide a grant of £500 towards the costs of putting on lip reading classes for Deal residents of all ages</p> <p>4) <b>Walmer Cricket Club</b> – To defer the application for improvements to the club's WC facilities and the installation of a baby changing station facility to the 2<sup>nd</sup> round for consideration in November and for the applicant to provide more information on what other funding sources they have applied to and to recommend that the club approaches both DDC and Walmer TC for additional funding.</p> <p>5) <b>Treetops pre-school</b> - To provide a grant of £1,000 towards the cost of a level 3 training course for a Forest School Practitioner and to request for details of how the training will be passed on to others and to keep DTC updated with results of this training.</p> <p>6) <b>Deal Speaking up Group</b> - To provide a grant of £500 to assist with raising awareness of the Club by advertising with flyers and posters.</p> <p>7) <b>Deal and Walmer Allotment Association</b> - To provide a partial grant of £200 towards the costs of purchasing a replacement BBQ to be used on open days by schools &amp; children's clubs, and to recommend that the association approach Walmer PC for additional funding.</p> <p>8) <b>12<sup>th</sup> Deal Air Scouts Group</b> - To provide a grant of £230 towards the cost of purchasing flags and berets.</p> <p>(P) ME (S) SB 5 for, 1 Abstention. Agreed</p>	<p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p>
7	<p>Cllr Bond returned to the room.</p> <p><b>Allotments Report:</b> Following debate members RESOLVED:</p> <p>i) <b>Allotment plots:</b> To request that a full report is brought to the next meeting of this committee that provides a full breakdown of income &amp; expenditure together with a report on all other allotment sites in the Deal area including details of plot pricing and waiting lists.</p> <p>ii) <b>Allotment Budget:</b> To defer this item to the next meeting so that members have the benefit of the Allotment full financial report to refer to.</p> <p>iii) <b>Waiting Lists:</b> To keep the waiting lists open.</p> <p>iv) <b>Bonfires:</b> In line with the Council's environmental aims, to ban bonfires at all times on all of the Council's allotment sites. (P) TB (S) SB All agreed.</p>	<p>Allotment Officer/ R.F.O.</p> <p>R.F.O.</p> <p>Allotment Officer</p>
8	<p><b>Use of Land - Proposal for alternative use of land at CT14 6RX:</b> Following debate members RESOLVED: For the R.F.O. to write to the member of the public who had requested that the Committee consider alternative uses for the land at CT14 6RX advising that the Committee are not dismissing the request and will investigate alternative uses of this piece of land should the current application being considered by DDC fail. (P) SB (S) ME 6 for, 1 Abstention. Agreed.</p>	<p>R.F.O.</p>
9	<p><b>Request from DDC Cllr Helen Williams:</b> Members considered the request from DDC Cllr Helen Williams and RESOLVED: Not to support the request for Deal Town Council to provide a dog station and bags for the Cowdry Square play area and for Cllrs to lobby DDC to provide more dispensers in appropriate areas. (P) SB (S) TB All agreed.</p>	<p>R.F.O.</p>
10	<p><b>Mill Hill Planters - Update from the annual planting group:</b> - Following debate members RESOLVED: To delegate authority to the R.F.O. working with the annual planting group and in liaison with the DDC heritage Officer, to investigate, agree and implement how the agreed budget of £4,000 will be spent in the Mill Hill area. (P) BB (S) CT 5 for, 2 Abstention. Agreed.</p>	<p>R.F.O.</p> 

11	<b>Resolution to exclude the public:</b> Resolution to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 s1 (2) – on the grounds that the information to be discussed is of a confidential nature was taken at 8:55 (P) SB (S) CT All agreed.	
12	<b>Staff Budget:</b> Following debate members <b>RESOLVED:</b> To agree the staff budget increase as recommended by the R.F.O at 30 hours per week, with any additional sum to be taken from the general reserve.  (P) SB (S) BB 4 for, 2 Against. Agreed	R.F.O.
	The Chairman closed the meeting at 9:17 pm <b>Date of next F&amp;GP Committee meeting:</b> 23 November 2021	

Deal Town Council,  
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**The minutes of the Environment Committee meeting held on Monday 16 August 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)

Cllr T Grist

		Actions
1	<b>Chairman's opening remarks:</b> The Chairman welcomed everyone to the meeting and advise of the fire procedures.	
2	<b>Apologies for absence:</b> Cllr E Rowbotham, Mr D Carey <b>Absent:</b> Mrs S Danby	
3	<b>Declarations of interest:</b> None received	
4	<b>The minutes of the Environment Committee meeting held on 23<sup>rd</sup> June 2021 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Environment Committee meeting held on 23 June 2021 as a true and accurate record (P) TB (S) CT 6 for 1 abstention. The Chairman signed the minutes	
5	<b>Statements received from members of the public on items relating to the agenda to be read out by the Town Clerk (maximum 15 minutes):</b> None received	
6	<b>Update following the Emergency Survey of the Chamber:</b> Members RESOLVED: To note the report (P) TB (S) CT All agreed	
7	<b>Update on Utility Suppliers:</b> Following discussion members RESOLVED:  The Environment Committee explores supplier and tariff options to take over after the SSE contract period expires that can be recommended to F&GP no later than March 2023.  The R.F.O. keeps this committee updated on the longer-term pricing trends for green/sustainably sourced energy so that the committee can determine the best time to recommend price locking into a future contract and contract term.  The R.F.O. continues to explore possible suppliers for this committee to consider including those offering discounts and additional benefit for residents and the KCC off shoot company in a future recommendation to F&GP (P) CO (S) TT All agreed	R.F.O.  R.F.O.  R.F.O.
8	<b>Town Hall Energy Usage 2020/21:</b> Members RESOLVED: That officers in liaison with the Chair of the Environment committee explore the potential of introducing longer term CO2 reductions related to the use of the Town Hall. (P) CT (S) AF All agreed	Town Clerk/ R.F.O./ Cllr CO
9	<b>No Idling School Poster Competition Update:</b> Members RESOLVED: To note the report (P) TT (S) CT All agreed	
10	<b>Treeconomics Training Update:</b> Members RESOLVED: To note the report (P) CO (S) TG All agreed	
11	<b>Litter Pick Stations Report:</b> Members RESOLVED: To purchase the 2 Minute Litter Pick Station and place it in the Undercroft. (P) CO (S) AF All agreed	R.F.O.

*Oliver*

12	<b>Fields In Trust Update: Members RESOLVED:</b> The Town Clerk writes to Mr R Walton and Mr R Wragg at DDC expressing the Committee's desire that Victoria Park be placed under Fields in Trust protection and have a meeting with them and the Chairman of the Environment Committee to discuss this and the concern of loss of trees at Tides for the clay bund. (P) TB (S) CO All agreed	Town Clerk/ Cllr CO
13	<b>Update on the committee projects/initiatives: RESOLVED:</b> That the Town Clerk and the Vice Chairman of the Environment Committee meet with the Manager of Deal Sainsbury's to discuss their external greening. (P) TT (S) CO All agreed	Town Clerk/ Cllr TT

*Admirer.*