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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

To all Councillors: You are hereby summoned to attend a meeting of Full Council at the Town Hall on Tuesday 29 March 2022 at 7.15pm to transact the business shown on the agenda below.

Members of the public and press are welcome to attend

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 28 March by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to all present at the meeting and become part of the public record of the meeting, names will be redacted.

Lorna Crow
Lorna Crow - Town Clerk
Date: 23.3.22.

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 22 February 2022 for approval: Decision required	Attach. 2
5	Public Participation and Statements received: For councillor information: Members of the public may make representations, answer questions, and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	Town Clerk
6	Deal Town Council response to the Ukraine Crisis: Decision required	Attach. 3
7	List of payments made between 1 January to 31 January 2022 and 1 February to 28 February 2022 including list of individual payments exceeding £500 for approval and signing: Decision required	Attach. 4
8	Council Meeting Schedule 2022-23: Decision required	Attach. 5
9	Appointment of Internal Auditor: Decision required	Attach. 6
10	Town Plan update: Information to note	Attach. 7
11	Mayoral Engagements: For information	Attach. 8
12	Committee reports: Information to note (a) The minutes of the Planning committee meeting held on 7 February 2022. (b) The minutes of the Transport & Infrastructure committee held on 12 January 2022. (c) The minutes of the Finance & General Purposes committee held on 18 January 2022.	Attach. 9 Attach. 10 Attach. 11
	Date of next Full Council meeting: 19 April 2022	

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.

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

The Minutes of the Full Council at the Town Hall on Tuesday 22 February 2022. At 7.15pm.

Present: Cllr C Turner (Chairman) Cllr S Beer (Vice-Chairman)
 Cllr A Stroud Cllr B Bano
 Cllr T Bond Cllr T Thompson
 Cllr M Eddy Cllr S Carlyle
 Cllr A Friend Cllr C Oliver
 Cllr E Rowbotham Cllr T Grist
 Cllr A Farrington

Officers: Mrs L Crow (Town Clerk) Other: 1 Member of public
 Mr P Bone (Deputy Town Clerk)

1	Chairman's opening remarks: The Chairman welcomed everyone and advised of the fire evacuation procedures, asking that all mobile phones were put on silent or turned off. He then asked that Cllr Bano said a few words about former Cllr and Mayor, Janet Birkett, who had recently died. Members then stood in silence to pay their respects to her.	Chairman
2	Apologies for absence: Cllr O Richardson & Cllr D Cronk	
3	Declarations of interest: None declared	
4	The minutes of the Full Council meeting held on 25 January 2022 for approval: Members RESOLVED: To accept the minutes of the Full Council meeting held of 25 January 2022 as a true and accurate record. (P) AFR (S) SB. 10 for, 3 Abstentions. Agreed. The Chairman duly signed the minutes.	Chairman
5	Statements received from members of the public on items relating to the agenda to be circulated by the Town Clerk: None received	
6	Recommendation on Covid restrictions at the Town Hall: 1) RESOLVED: To increase the number of public seats at meetings from 10 to 20. (P) TB (S) AFR 9 For, 3 Against, 1 Abstention. Motion carried. 2) To return public meetings to a horseshoe layout (P) CO (S) ME 5 for, 6 Against, 2 Abstention. Motion Failed. RESOLVED: To continue with the current layout. (P) SC (S) SB 7 For, 5 Against, 1 Abstention. Motion carried 3) RESOLVED: To remove the screens between tables. (P) ME (S) AFR 12 For, 1 Against. Motion carried. 4) RESOLVED: To continue with hand sanitizers at the entrance of the building and chamber. (P) AFR (S) SB All agreed. 5) RESOLVED: To continue to request that everyone wears a mask until they are seated (understanding that this cannot be enforced). (P) SC (S) AFR 12 For, 1 Against. Motion carried. 6) RESOLVED: To continue with written statements from the public to be submitted by midday the day before the meeting and that these become part of the public record of the meeting. (P) CO (S) ME 12 For, 1 Abstention. Motion carried. 7) RESOLVED: To remove the requirement for members of the public to pre-book seats. (P) CO (S) AS 9 For, 3 Against, 1 Abstention. Motion carried. 8) RESOLVED: Not to require members of the public who wish to speak at meetings to pre-book their seats. (P) BB (S) AFR All Agreed. 9) RESOLVED: That the period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes. (P) AFR (S) ME All Agreed.	DTC Officers

	<p>9a) RESOLVED: In the event that circumstance change, to delegate authority to the Town Clerk in liaison with the relevant officers, to take whatever action may be required in relation to public meetings. (BB (S) SB 9 For, 2 Against, 2 Abstention. Motion carried.</p> <p>10) RESOLVED: To increase the number of people in the Chamber to attend a wedding/Mayoral event/public hire from 40 to 60. (P) SC (S) AFR 9 For, 2 Against, 2 Abstention. Motion carried.</p> <p>11) RESOLVED: To set the room capacity for the Committee room at up to 15 people. (P) SC (S) AFR 11 For, 1 Against, 1 Abstention. Motion carried.</p> <p>12) RESOLVED: To continue with sanitizers at the entrance of the building and chamber for wedding/Mayoral event/public hire. (P) AFR (S) ME All agreed.</p> <p>12a) RESOLVED: In the event that circumstance change, to delegate authority to the Town Clerk in liaison with the relevant officers, to take whatever action may be required in relation to wedding/Mayoral event/public hire. (P) TG (S) ME All agreed.</p>	
7	Recommendations from the Environment Committee to approve draft Carbon Reduction Strategy and Action Plan: Following debate Members RESOLVED: To adopt the Carbon Reduction Strategy and Action Plan. (P) CO (S) ME All agreed.	DTC Officers & Committee
8	List of payments made between 1 December to 31 December including list of individual payments exceeding £500 for approval and signing: Members RESOLVED: To note the list of Payments made between 1 December to 31 December including list of individual payments exceeding £500. (P) AFR (S) SB. All agreed.	
9	<p>Recommendations from the Event Manager:</p> <p>1) Following debate Members RESOLVED: That the arrangements for Holocaust Memorial Day continue as in previous years with a budget of £250. (P) BB (S) AFR 11 For, 2 Abstentions. Motion carried.</p> <p>2) That the subject of International Women's Day is referred back to a future meeting for more discussion (P) SC (S) ER 3 For, 8 Against, 2 Abstention. Motion Failed.</p> <p>Members then RESOLVED: That the Council does not put on a specific event for International Women's Day 2022 but continues to mark it by raising awareness through signposting on social media, DTC website and posters at a minimal cost to the council. (P) ME (S) AFR 11 For, 2 Against. Motion carried.</p> <p>3) RESOLVED: To delegate authority to the Events Manager in liaison with the R.F.O. to purchase notice/display boards up to a total of £900.00. (P) ME (S) CO 12 For, 1 Abstention. Motion carried.</p> <p>4) RESOLVED: Members to feed ideas to the Chairman of future events they would like the Council to consider. The Chairman will discuss these with the Town Clerk and Events manager and any subsequent report to be brought back to a future meeting. (P) TT (S) SB All Agreed.</p>	<p>Event Manager</p> <p>Event Manager</p> <p>Event Manager/ R.F.O.</p> <p>All members</p>
10	Civic and Ceremonial Protocol: Members RESOLVED: That no changes are made to the Civic and Ceremonial Protocol. (P) ME (S) AFR 9 For, 2 Against, 2 Abstention. Motion carried.	
11	Financial Risk Management Schedule: Members RESOLVED: To agree and adopt the Financial Risk Management Schedule for 2022/23 and to request that a review of document storage is taken to a future F&GP meeting. (P) ME (S) SB All agreed.	R.F.O.
12	KCC Councillor report: Members RESOLVED: To note the report. (P) AFR (S) ME. All agreed. Cllr Turner thanked Cllr Bond and Cllr Murphy for the report.	

13	Committee reports: Members RESOLVED To note the following reports: (a) The minutes of the Planning committee meeting held on 10 January 2022. (b) The minutes of the Environment committee meeting held on 15 December 2021. (c) The minutes of the Transport & Infrastructure committee meeting held on 17 November 2021. (d) The minutes of the Transport & Infrastructure committee meeting held on 15 September 2021. (P) ME (S) AFr. All agreed.	
	The Chairman closed the meeting at: 9.17pm	

DEAL TOWN COUNCIL

MEMORANDUM

TO: Chairman of the Council – Councillor C Turner
DTC Councillors

FROM: Mrs. L Crow – Town Clerk

DATE: 14 March 2022

SUBJECT: Deal Town Council's response to the Ukraine Crisis

Some councillors have raised the query on how Deal Town Council can legally make a monetary donation towards the Ukraine crisis.

Local councils in England can rely on general powers to act and spend money unless they are restricted from doing so.

Usually if there was no specific power the council would rely on S.137 of the Local Government Act 1972 ("the 1972 Act") that enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory expenditure. This power is subject to the statutory limit on purposes for the direct benefit of its area, or part of its area, or all or some of its inhabitants.

However, this power would only be applicable to use if the donation was made to a charity that was based in the UK helping Ukrainian citizens based in the UK.

I have explored what other options are open to the Town Council and there one possible route, and that is to declare that it is eligible for the General Power of Competence.

The General Power of Competence (LA 2011 s1(1) gives eligible councils "the power to do anything that individuals generally may do" as long as they do not break any other laws. To be eligible for this power the council must have a qualified clerk and a minimum of two-thirds of the total number of councillors must have been elected, which the council has.

The council must declare that it meets the criteria for eligibility at a full council meeting (and revisit this decision annually). A resolution to this effect must be written clearly in the minutes of that meeting. This action has not been taken before as the power has not been necessary for the council to fulfil its functions.

Even if the council had the General Power of Competence the Responsible Finance Officer would need to check with the auditor to ensure that the council is compliant with their other policies and the existing grants/application policy before a decision on a donation to Ukraine could be made. This is to ensure that the council is following its own set rules for grants/donations regardless of the actual power that allows for it, as this might bring into play the IIA around obtaining a view on value and due diligence and higher fiduciary duty. There would be a cost to the council for this check of approximately £250.00.

Kent Association of Local Councils (KALC) has advised that even if Local Councils have General Power of Competence, they should not proceed with making direct donations/grants to the Ukraine crisis.

This is because NALC will soon be issuing further advice on the Ukrainian conflict and the role of Local Councils, that includes specific and definitive advice on the power's issues and more general information on how to offer practical support.

To date this guidance has not been published, and KALC have stated they will send this as soon as it is available.

In the meantime, the council's website and Facebook page has a message from the mayor and information on how the public can donate towards the Ukraine crisis.

In the coming months should it be required it may also be possible for the Town Hall to be used as a meeting point for support charities and an information hub to assist refugees arriving from the Ukraine.

Update: At the Finance and General Purposes Committee held on 22 March 2022 the committee RESOLVED: To allocate £2,000 from the unused Special Projects 'Supporting the Vulnerable' budget into an 'earmarked reserve'. This reserve only to be used for supporting Ukrainian Refugees in the Deal. Cllr Bano and Cllr Beer to submit a report on the suggested allocation of these funds once they have researched the details to the Town Clerk. The allocation of funds from the 'ear marked' reserve to support any projects for Ukrainian Refugees in Deal to be delegated to the Town Clerk and R.F.O in liaison with Cllrs Bano and Beer.

Recommendations:

- To continue to signpost information on how the public can help the Ukraine crisis on the DTC website and Facebook page.
- As the F&GP committee has made the decision to allocate £2,000 to support Ukrainian refugees in the Deal (S.137), a report is included in the April Full Council agenda with an update that also includes the advice and guidance from NALC when received.

Decision required: Members to consider the above.

Deal Town Council
Nat West Combined A/C's

List of Payments made between 01/01/2022 and 31/01/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
04/01/2022	DEAL CHAMBER OF TRADE	£ 50.00	SUBS TO THE CHAMBER OF TRADE
06/01/2022	VODAFONE BUSINESS	£ 10.03	WORK MOBILE PHONE
07/01/2022	ICO DATA PROTECTION	£ 35.00	SUBS DATA PROTECTION REG
10/01/2022	VISION ICT LTD	£ 324.00	Website and support
10/01/2022	RG WILLIAMS	£ 73.62	MILL ROAD TAP REPAIR
10/01/2022	GUILD OF MACE BEARERS	£ 10.00	SUBS
11/01/2022	DOVER DISTRICT COUNCIL	£ 180.00	PREMISES & CLUB LICENCE TH
11/01/2022	GLOBAL4 TELECOM	£ 162.37	LANDLINE TOWN HALL
12/01/2022	SPOT ON CLEANING	£ 320.00	PRESSURE WASHING
12/01/2022	KM MEDIA GROUP	£ 24.30	ONLINE ADVERT
13/01/2022	CAPITA BUSINESS SERVICES	£ 23,260.30	JANUARY 2022 SALARIES
17/01/2022	NATWEST CHARGES	£ 68.50	BANKLINE CHARGES
18/01/2022	BACK MARKET	£ 142.99	MOBILE PHONE FOR WORK
18/01/2022	CAPITA BUSINESS SERVICES	£ 509.90	PAYROLL SERVICES DEC 2021
18/01/2022	BREAKTHROUGH	£ 162.00	SOCIAL MEDIA MANAGEMENT 3M
18/01/2022	WALKER HIGHWAYS	£ 900.00	TRAFFIC MANAGEMENT HIGH ST
18/01/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT ETC
18/01/2022	PLUSNET	£ 43.98	INTERNET TH
19/01/2022	WORLDPAY (UK)LIMITED	£ 54.10	CARD MACHINE TH
19/01/2022	DOVER DISTRICT COUNCIL	£ 973.00	TH RATES JAN 2022
20/01/2022	THE FRIAR TUCK	£ 48.15	HOSPITALITY TRAINING
21/01/2022	TREECONOMICS	£ 1,728.00	TREE ECO TRAINING
24/01/2022	SSE SWALEC GAS	£ 501.18	GAS TOWN HALL
24/01/2022	RG WILLIAMS	£ 64.99	FIT TAP ON PA ALLOTMENTS
27/01/2022	Laura marney	£ 14.30	EXPENSES JAN 2022
27/01/2022	ADM COMPUTER SERVICES	£ 852.00	LAPTOP FOR COMMITTEE CLERK
31/01/2022	RG WILLIAMS	£ 83.72	BOILER REPAIR
31/01/2022	ZURICH MUNICIPAL	£ 7,116.34	TOWN HALL INSURANCE
31/01/2022	SLCC	£ 351.00	MEMBERSHIP TOWN CLERK
31/01/2022	JO HARPER	£ 7.00	JAN EXPENSES
31/01/2022	CLASSIC TROPHIES	£ 19.50	CLLR BADGE
31/01/2022	BARRY FINCH	£ 36.72	TIMBER FOR TOWN HALL
31/01/2022	SUEZ RECYCLING AND	£ 489.08	RECYCLING TH
31/01/2022	NATWEST CHARGES	£ 40.25	NATWEST CHARGES
		£ 39,502.43	

List of Payments over £500 made between 01/01/2022 and 31/01/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
13/01/2022	CAPITA BUSINESS SERVICES	£ 23,260.30	JANUARY 2022 SALARIES
18/01/2022	CAPITA BUSINESS SERVICES	£ 509.90	PAYROLL SERVICES DEC 2021
18/01/2022	WALKER HIGHWAYS	£ 900.00	TRAFFIC MANAGEMENT HIGH ST
18/01/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT ETC
19/01/2022	DOVER DISTRICT COUNCIL	£ 973.00	TH RATES JAN 2022
21/01/2022	TREECONOMICS	£ 1,728.00	TREE ECO TRAINING
24/01/2022	SSE SWALEC GAS	£ 501.18	GAS TOWN HALL
27/01/2022	ADM COMPUTER SERVICES	£ 852.00	LAPTOP FOR COMMITTEE CLERK
31/01/2022	ZURICH MUNICIPAL	£ 7,116.34	TOWN HALL INSURANCE
		£ 36,686.83	

Deal Town Council
Nat West Combined A/C's

List of Payments made between 01/02/2022 and 28/02/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/02/2022	SHOGUN VEHICLE LEASING	£ 355.44	SHOGUN LEASE
07/02/2022	VODAFONE BUSINESS	£ 10.03	JAN OFFICE MOBILE BILL
08/02/2022	R K SIGNS LTD	£ 834.00	LEAFLETS TO ROYAL MAIL
08/02/2022	LAUNA MARNEY	£ 16.30	EXPENSES 24.01.2022
08/02/2022	BARRY FINCH	£ 12.00	BUILDING MATERIALS
08/02/2022	SURF AND TURF INSTANT	£ 28,930.52	GAZEBOS FOR SAT MKT
08/02/2022	NEW ROMNEY TOWN COUNCIL	£ 84.00	INT WOMENS DAY
08/02/2022	DEAL ROWING CLUB	£ 598.80	GRANT
08/02/2022	J CLARINGBOULD INS PEOPLE	£ 875.00	SPECIAL PROJECT GRANT
08/02/2022	AGE UK SOUTH KENT COAST	£ 2,000.00	SPECIAL PROJECT GRANT
08/02/2022	KENT COAST VOLUNTEERING	£ 1,125.00	SPECIAL PROJECT GRANT
08/02/2022	DEAL FILM FESTIVAL	£ 1,000.00	ANNUAL GRANT
08/02/2022	CONTAINERS 4SALE UK	£ 2,814.00	CONTAINER FOR SAT MKT
09/02/2022	GREENTECH EBIKES	£ 663.94	ANNUAL EBIKE TRACKER FEE
09/02/2022	LAUNA MARNEY	£ 12.20	EXPENSES 07.02.22
09/02/2022	GLOBAL4 TELECOM	£ 164.98	LANDLINE TH
09/02/2022	VIKING OFFICE DEPOT	£ 163.51	STATIONERY
14/02/2022	CAPITA BUSINESS SERVICES	£ 26,357.53	FEB SALARIES
15/02/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT CONTRACT
15/02/2022	WALKER HIGHWAYS	£ 1,500.00	TRAFFIC MANAGEMNT SAT MKT
15/02/2022	NATWEST CHARGES	£ 60.20	BANKLINE CHARGES
18/02/2022	FIRST FENCE LIMITED	£ 1,206.38	CROWD CONTROL BARRIERS SM
18/02/2022	PLUSNET	£ 43.98	INTERNET TH
18/02/2022	BUSINESS STREAM SCOTTISH	£ 77.20	WATER PA ALLOTMENTS
21/02/2022	NABMA	£ 1,200.00	STAFF TRAINING
21/02/2022	WORLDPAY (UK)LIMITED	£ 53.94	CARD MACHINE VIC
21/02/2022	SSE SWALEC GAS	£ 618.91	GAS TH
21/02/2022	ARCHANT	£ 96.00	SUBSCRIPTION
22/02/2022	MI HUB ALEXANDRA	£ 21.13	FLEECE
22/02/2022	LAUNA MARNEY	£ 13.00	EXPENSES 07.02.2022
23/02/2022	VIKING OFFICE DEPOT	£ 79.03	PRINTER INKS
24/02/2022	BUSINESS STREAM SCOTTISH	£ 116.38	WATER MILL RD ALLOTS
28/02/2022	PITNEY BOWES FINANCE LIMIT	£ 90.27	RENTAL PHOTO COPIER
28/02/2022	GALLUS ONLINE A OFFICE	£ 1,134.00	3 OUTDOOR DISPLAY SHOWCASES
28/02/2022	CHANNEL FM	£ 1,063.99	CLEANING CONTRACT TOWN HALL
28/02/2022	HOWELL & HICKS	£ 480.00	DEAL HIGH STREET SURVEY LEAFLET
28/02/2022	RIALTAS BUSINESS SOLUTIONS	£ 444.00	END OF YEAR TRAINING
28/02/2022	SUEZ RECYCLING AND	£ 473.12	WASTE AND RECYCLING
28/02/2022	SHOGUN VEHICLE LEASING	£ 355.44	OFFICIAL CAR LEASE
28/02/2022	VIKING OFFICE DEPOT	£ 238.25	STATIONERY
28/02/2022	BUSINESS STREAM SCOTTISH	£ 57.85	TOWN HALL WATER
28/02/2022	NATWEST CHARGES	£ 48.51	NATWEST CHARGES
		£ 76,334.94	

List of Payments over £500 made between 01/02/2022 and 28/02/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
08/02/2022	R K SIGNS LTD	£ 834.00	LEAFLETS TO ROYAL MAIL
08/02/2022	SURF AND TURF INSTANT	£ 28,930.52	GAZEBOS FOR SAT MKT
08/02/2022	J CLARINGBOULD INS PEOPLE	£ 875.00	SPECIAL PROJECT GRANT
08/02/2022	AGE UK SOUTH KENT COAST	£ 2,000.00	SPECIAL PROJECT GRANT
08/02/2022	KENT COAST VOLUNTEERING	£ 1,125.00	SPECIAL PROJECT GRANT
08/02/2022	DEAL FILM FESTIVAL	£ 1,000.00	ANNUAL GRANT
08/02/2022	CONTAINERS 4SALE UK	£ 2,814.00	CONTAINER FOR SAT MKT
09/02/2022	GREENTECH EBIKES	£ 663.94	ANNUAL EBIKE TRACKER FEE
14/02/2022	CAPITA BUSINESS SERVICES	£ 26,357.53	FEB SALARIES
15/02/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT CONTRACT
15/02/2022	WALKER HIGHWAYS	£ 1,500.00	TRAFFIC MANAGEMNT SAT MKT
18/02/2022	FIRST FENCE LIMITED	£ 1,206.38	CROWD CONTROL BARRIERS SM
21/02/2022	NABMA	£ 1,200.00	STAFF TRAINING
21/02/2022	SSE SWALEC GAS	£ 618.91	GAS TH
28/02/2022	GALLUS ONLINE A OFFICE	£ 1,134.00	3 OUTDOOR DISPLAY SHOWCASES
28/02/2022	CHANNEL FM	£ 1,063.99	CLEANING CONTRACT TOWN HALL
		£ 72,169.38	

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Councillor C Turner, Chairman of Deal Town Council
All council members
From: Paul Bone – Responsible Finance Officer
Date: 22nd March 2022
Subject: **Draft Schedule of Meetings 2022/23**

Please see attached the draft meetings schedule for 2022/23

Care has been taken so that dates do not clash with Dover District Council meetings and bank holidays.

Decisions required:

Members to consider and agree the Deal Town Council draft meeting schedule for 2022/23

Members to consider delegating authority to the Town Clerk in liaison with the Chairman of the Council to amend a meeting date on the schedule if absolutely necessary.

DEAL TOWN COUNCIL MEETINGS SCHEDULE 2022 - 2023

All meetings are held at Deal Town Hall
High Street, Deal. CT14 6TR

Council Meeting	2022						2023					
	June	July	August	September	October	November	December	January	February	March	April	May
Planning	Mon 6th 7:15pm	Mon 4th 7:15pm	Mon 1st 7:15pm	Mon 5th 7:15pm	Mon 3rd 7:15pm	Mon 7th 7:15pm	Mon 5th 7:15pm	Mon 9th 7:15pm	Mon 6th 7:15pm	Mon 6th 7:15pm	Mon 3rd 7:15pm	Mon 8th 7:15pm
Transport & Infrastructure		Wed 13th 7:15pm		Wed 14th 7:15pm		Wed 10th 7:15pm		Wed 11th 7:15pm		Wed 15th 7:15pm		Wed 10th 7:15pm
Environment	Wed 15th 7:15pm		Wed 24th 7:15pm		Wed 12th 7:15pm		Wed 14th 7:15pm		Wed 15th 7:15pm		Wed 12th 7:15pm	
Finance & General Purposes		Tue 19th 7:15pm		Tue 20th 7:15pm		Tue 22nd 7:15pm		Tue 24th 7:15pm		Tue 21st 7:15pm		Tue 16th 7:15pm
Full Council	Tue 28th 7:15pm	Tue 26th 7:15pm		Tue 27th 7:15pm	Tue 25th 7:15pm	Tue 29th 7:15pm		Tue 31st 7:15pm	Tue 28th 7:15pm	Tue 28th 7:15pm	Tue 18th 7:15pm	
Other											*ATM Tue 25th 7:15pm	**AMC Tue 23rd 7:15pm

*ATM = Annual Town Meeting - 25th April @7:15pm

**AMC = Annual meeting of the council including Chairman election - 23rd May @ 7:15pm

Agendas are available from: Town Hall, High Street, Deal, Kent CT14 6TR
or you can download from the council website

Email: deal.town.council@deal.gov.uk

Tel: 01304 361999

Website: www.deal.gov.uk

NO MEETINGS

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Councillor C Turner, Chairman of Deal Town Council
All council members
From: Paul Bone – Responsible Finance Officer
Date: 18th March 2022
Subject: Cllr Internal Auditor

Cllr Internal Auditor

To comply with Deal Town Council's current Financial Regulations which state:-

'On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman of F&GP [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 F&GP committee meeting in July agreed:

To recommend to Full Council that a Cllr internal auditor is selected from the entire Council membership. (P) CT (S) SB All agreed.

Recommendation:

- That a member of the Council (other than the Chairman of F&GP and existing bank signatories) is appointed as Cllr Internal Auditor for the Year 2021-22

Decisions required:

Members to consider the above recommendation.

**DEAL TOWN COUNCIL
MEMORANDUM**

TO: Chairman of the Council – Councillor C Turner
DTC Councillors
FROM: Cllr S Beer
DATE: 17 March 2022
SUBJECT: Town Plan Update

Deal Town Plan Steering Group Report

The Town Plan steering group is on course to produce a DRAFT Town Plan by the end of June. The group's target was to produce this draft document by the end of May but changes in staff have brought about a slight delay.

Work done to date:

- A Town Plan questionnaire was delivered to every household and was made available online.
- 551 separate responses were received and 3,226 comments were collected in all.
- Respondents were also invited to volunteer to join a Town Plan consultative group for the second stage, which is a prioritisation exercise. 292 respondents have volunteered.
- All comments received were sorted and listed in categories or themes. This is the Long List. The Long List is available for councillors to see and will be included in the final Town Plan report.
- At a meeting of the steering group all comments in the Long List were reviewed and sorted further into
 - 1 Issues the council has the power and resources to respond to
 - 2 Issues the council has no power over but could lobby other bodies to do if appropriate.
- The issues in category 1 have been looked at in more depth and possible ACTIONS the council could take have been identified. This is the Short List

The ACTIONS Short List is ready for council to consider.

Councillors are asked to discuss the list and propose any more actions or different actions they feel need to be added and any actions they feel should be removed.

Once approved, this list will pass through the next stage, which is the prioritisation of actions. (The Town Plan is a four to five year plan - not every action can be done or needs to be done as a matter of urgency.)

The Town Plan consultative group will be asked to indicate which actions they feel are most important and which are most urgent via an electronic or paper survey.

Further engagement with the general public and local organisations after this will enable all residents to have their say on priorities.

RECOMMENDATIONS

- 1 That council accepts the list of actions, with any adjustments agreed.
- 2 That the Town Clerk and officers work with the Town Plan Working Group to take this forward as proposed.

DECISION REQUIRED: Members to consider the above recommendations

Mayor's engagement list**2022**

7th January	Meeting with PCSO	Deal Salvation Army Hall
20th January	Poster Winner Presentation	Hornbeam School
21st January	Poster Winner Presentation	Kingsdown & Ringwould School
27th January	Holocaust Memorial Day	St Georges Church Deal
4th February	Mayor's Charity Race Night	Deal Town Hall
5th February	Boxing Day Dip Video Recording	1919 Club Deal
12th February	Channel Dash Memorial	Manston Airport
18th February	KCVS AGM	Online
28th February	Story Telling Time	Sandown School

Deputy Mayor's engagement list

27th January	Holocaust Memorial Day	St Georges Church Deal
29th January	Induction Ceremony Fr Matthew	St Johns Deal
4th February	Mayor's Charity Race Night	Deal Town Hall

ATTACH 9

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

MINUTES

1	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and read out the fire evacuation procedures.																					
2	Apologies for absence: Cllr A Stroud																					
3	Declarations of interest: None received																					
4	The minutes of the planning committee meeting held on 10th January 2022 for approval and signing: Members RESOLVED: To accept the minutes held on 10 th January 2022 as a true and accurate record. (P) SC (S) ME. 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 circulated at the meeting: None received																					
6	Planning applications received: <table><tr><th>REFERENCE</th><th>ADDRESS</th><th>PROPOSAL</th><th>DECISION</th></tr><tr><td>21/01862</td><td>4 Broad Street Deal CT14 6EP</td><td>Removal of ATM and infill aperture with matching brickwork. Removal of external signage</td><td>No Objection: P(SC) S(ME). All Agreed</td></tr><tr><td>22/00013</td><td>6 Coppin Street Deal CT14 6JL</td><td>Removal of kitchen fireplace and enlargement of opening</td><td>No Objection: P(ME) S(CT). All Agreed</td></tr><tr><td>21/01895</td><td>Melbourne 7 Farrier Street Deal CT14 6JP</td><td>Variation of Condition 2 (approved plans) to allow revised layout of planning permission DOV/21/00570 (application under Section 75)</td><td>No Objection: P(SC) S(CT). All Agreed</td></tr><tr><td>21/01767</td><td>11 Park Avenue Deal CT14 9AL</td><td>Conversion of residential dwelling into 2no. Dwellings (retrospective)</td><td>No Objection: P(ME) S(CT). All Agreed</td></tr></table>	REFERENCE	ADDRESS	PROPOSAL	DECISION	21/01862	4 Broad Street Deal CT14 6EP	Removal of ATM and infill aperture with matching brickwork. Removal of external signage	No Objection: P(SC) S(ME). All Agreed	22/00013	6 Coppin Street Deal CT14 6JL	Removal of kitchen fireplace and enlargement of opening	No Objection: P(ME) S(CT). All Agreed	21/01895	Melbourne 7 Farrier Street Deal CT14 6JP	Variation of Condition 2 (approved plans) to allow revised layout of planning permission DOV/21/00570 (application under Section 75)	No Objection: P(SC) S(CT). All Agreed	21/01767	11 Park Avenue Deal CT14 9AL	Conversion of residential dwelling into 2no. Dwellings (retrospective)	No Objection: P(ME) S(CT). All Agreed	
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22/00011	16 Bowser Close Deal CT14 9NF	Overall crown reduction by 2-3 metres of three Sycamores the subject of Tree Preservation Order No 1965/2	No Objection: P(ME) S(CT). All Agreed
21/01936	140 Middle Street Deal CT14 6LL	Erection of single storey rear extension	No Objection: Committee members noted the neighbours comments relating to the tree in the garden and that tree should be retained if at all possible. P(SC) S(ME). All Agreed.
21/01888	10 Lanfranc Road Deal CT14 6UR	Erection of single storey rear extension and associated alterations to provide disabled access bedroom and shower room (existing conservatory to be demolished)	No Objection: P(SC) S(ME). All Agreed
21/01873	Flat 3 139 Beach Street Deal CT14 6JS	Installation of replacement windows	No Objection: P(SC) S(CT). All Agreed
21/01520	17A Nelson Street Deal CT14 6DP	Erection of single storey rear extension (existing rear extension to be demolished)	No Objection: P(SC) S(ME). All Agreed
21/01937	140 Middle Street Deal CT14 6LL	Construction of single storey rear extension	No Objection: Committee members noted the neighbours comments relating to the tree in the garden and that tree should be retained if at all possible. P(SC) S(ME). All Agreed.
21/01867	200 High Street Deal CT14 6BL	Erection of single storey rear extension and external alterations to windows and doors (existing rear extensions, external staircase and balcony and chimney to be demolished)	No Objection: P(ME) S(TG). All Agreed.
22/00022	7 Quern Road Deal CT14 9EQ	Erection of two storey rear extension	No Objection: P(SC) S(TG). All Agreed

22/00038	1 Beach Street Deal CT14 7AH	Proposed vehicular & pedestrian entrance gates & piers. (Part removal of front boundary wall) Repairs to front wall. Replace first floor side balcony flat roof. Replace first floor balcony side railings to side and rear. Replace 2no. external doors to second floor upper and first floor lower side balconies. Insert no.1 air vent to front elevation.	No Objection: P(SC) S(ME). All Agreed
22/00037	1 Beach Street Deal CT14 7AH	Creation of vehicular & pedestrian access, entrance gates & piers, replacement side balcony, flat roof, fascia, replacement side /rear balcony railings, insertion of front air brick, replacement upper and lower balcony doors and re-painting external render (part removal of front boundary wall)	No Objection: P(SC) S(ME). All Agreed
21/01486	Deal Service Station 47-51 London Road Deal CT14 9TF	Erection of 1no. jet wash bays. 2.7m high screens, concrete pad and silt trap	Object: On the grounds of insufficient space being allowed for vehicle movements with the swept path for vehicles exiting the car wash bay being too tight as highlighted in the KCC Highways report. On the grounds of nuisance to neighbours due to the very long operating hours and the noise this would cause to residential properties in close proximity. P(ME) S(CT). All Agreed
21/01930	Watch Cottage Griffin Street Deal CT14 6LQ	Alterations to first floor balcony replacing railings, timber screen & balcony door. Form	No Objection: P(ME) S(CT). All Agreed

			enclosed glazed entrance porch extension & separate store beneath balcony. Widening existing opening to kitchen. Reopen fireplaces. Removal of existing & insertion of new partitions to form 2no shower rooms and enlarged bedroom. Replace external basement access hatch. Replace single door to rear with double French doors.		
	21/01929	Watch Cottage Griffin Street Deal CT14 6LQ	Alterations to balcony providing entrance porch and store below, replacement windows and doors and removal of external pipework. Internal alterations	No Objection. P(ME) S(CT). All Agreed	
	22/00004	11 Lydia Road Deal CT14 9JX	Erection of single storey and two storey rear extensions	No Objection. P(ME) S(TG). All Agreed	
	22/00081	23 Charles Road Deal CT14 9AT	Erection of single storey side and rear extensions, render and cladding to existing elevations (existing conservatory to be demolished)	No Objection. P(SC) S(CT). All Agreed	
7	DDC decisions: Members RESOLVED: To note the report and request the Chairman writes to the Chief Executive Mr Nadeem Aziz and Councillor Nicholas Kenton raising concerns as to the number of applications 'Awaiting Decision' and for the length of time applications are taking to be processed as this is holding back householders in Deal in a time of rising prices. (P)ME (S)CT. All Agreed				Chairman
	The Chairman closed the meeting at 8.15pm				

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

Attach ~~X~~ 10

The Minutes of the Transport & Infrastructure Meeting held on
Wednesday 12th January 2022 in the Town Hall Chamber at 7.15pm

Present:

Cllr B Bano (Chairman)
Cllr Mike Eddy
Cllr C Turner (Ex-Officio)

Cllr T Bond
Cllr T Thompson

Officers:

Mr P Bone (Deputy Town Clerk)
Miss J Harper (Events manager)
Mr A Oliver (Project officer)

Other: 1 Member of the public

MINUTES

1	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and read out the fire evacuation procedures.	Chairman
2	Apologies for absence: Cllr D Cronk, Cllr M Eddy and Mr P Inch. Cllr A Stroud, Cllr O Richardson and Cllr E Rowbotham were absent.	
3	Declarations of interest: None received	
4	The minutes of the Transport & Infrastructure Committee meeting held on 17 November 2021 for approval: Members RESOLVED: To accept the minutes of the Transport & Infrastructure meeting held on 17 November 2021 as a true and accurate record. (P) TB (S) CT. 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 circulated at the meeting: None received	
6	High Street Traffic Regulation Order: Following discussion Members RESOLVED: To agree the budget as detailed and to delegate authority to the Town Clerk in liaison with the R.F.O., Project Officer, and Chairman of this committee to authorise expenditure within the agreed budget in order that the Officers work can continue on the permanent TRO. The Chairman to write a letter to KCC Highways to request an extension of the TRO whilst negotiations are taking place. (P) BB (S) TT. All agreed	Town Clerk, R.F.O., Project Officer & Chairman Chairman
7	Cycle Friendly Deal 2: Following discussion Members RESOLVED: To agree the initial proposed activities of Cycle Friendly Deal 2 as listed in the report together with the requested budgets. To delegate authority for expenditure and decisions on CFD2 as detailed in the report to the Town Clerk in liaison with the CFD2 working group. To request that the Project Officer sends a report on CFD2 activities to the Chairman of the JTAB requesting that it is added to their next agenda. The Chairman thanked the Project Officer for his work so far on the report. (P) BB (S) TT. All agreed	Town Clerk, CFD2 working group Project Officer
8	Highways Improvement plan: Following lengthy discussion Members RESOLVED: To incorporate ideas discussed at the meeting into the HIP regarding Mill Hill, Park Avenue and Blenheim Road. The Project Officer to revise the HIP and bring an updated document to the next meeting of this committee in March. (P) TT (S) BB. All agreed.	Project Officer
9	Update on the committee projects/initiatives: Members RESOLVED: To note the report. (P) CT (S) TB. All agreed	
	The Chairman closed the meeting at 8.21pm	

ATTACH ~~11~~ 11

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

www.deal.gov.uk

The Minutes of the Finance & General Purposes Committee at Deal Town Hall on Tuesday 18th January 2022 at 7.15pm

Present: Cllr D Cronk (Chairman) Cllr S Beer (Vice-Chairman)
 Cllr C Turner (Ex-Officio) Cllr B Bano
 Cllr T Bond Cllr T Thompson

Officers: Mr P Bone (Deputy Town Clerk) Other: None
 Miss J Harper (Asst. to the Town Clerk)
 Mrs H McAdam (Finance Asst.)

MINUTES

1	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and advised of the fire evacuation instructions.	Chairman
2	Apologies for absence: Cllr M Eddy	
3	Declarations of interest: Cllr S Beer declared a VAOI for agenda item 7, South East Coast – Age UK, as until recently she was a member of the board.	
4	The minutes of the Extra Ordinary meeting of the Finance & General Purposes Committee meeting held on 13th December 2021: Members RESOLVED: To accept the minutes of the Extra Ordinary Meeting of the Finance & General Purposes Committee meeting held on 13 th December 2021 as a true and accurate record. (P)BB (S)SB. 4 For, 2 Abstentions. Agreed. The Chairman duly signed the minutes.	Chairman
5	Statements received from members of the public on items relating to the agenda to be circulated at the meeting: None received.	
6	Finance: Income & Expenditure figures and Full Bank reconciliation from 1st November 2021 to 30 th November 2021: Members RESOLVED: To note the Income & Expenditure figures and Full Bank reconciliation from 1st November 2021 to 30 th November 2021. (P)CT (S)BB. All Agreed.	
7	Grants 2021-22: i) Grants 2021-22 Round 2: Members RESOLVED: <ol style="list-style-type: none"> Deal, Walmer & Kingsdown amateur Rowing Club - To award a FULL Grant of £598.80 towards the purchase of a defibrillator cabinet, lock, heater and light to make the existing defibrillator they have accessible for public use Inspiring People Through Horses - To award a Partial Grant of £875 towards the costs of providing Equine Facilitated Learning and Equine Assisted Therapy projects to vulnerable people and to recommend that they seek additional funds from other Parish Councils in their catchment areas. South East Coast- Age UK - To award a FULL Grant of £2,000 towards the costs of Electrical, plumbing, construction works, kitchen equipment and appliances for a kitchen upgrade. Kent Coast Volunteering - To award a Partial Grant of £1,125 towards the recruitment and training of new volunteers for a befriending scheme. 	R.F.O R.F.O R.F.O R.F.O

	<p>5) Deal Film Festival - To award a FULL Grant of £1,000 towards a new projector for the film club.</p> <p>(P)SB (S)CT. All agreed.</p> <p>ii) Grants 2021-22 Round 1: Request to vary the conditions of a grant: Members RESOLVED: To accept the request from the North Deal Community Company Ltd to change the use of the grant from an After School Dinner and Homework Club for primary aged children to Pre-School children and agreed that the funding remains in place. (P)TB (S)TT. All agreed.</p>	R.F.O
	<p>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 7.32pm. (P)CT (S)SB. All Agreed.</p>	R.F.O
8	<p>Precept 2022/23: Following discussion members RESOLVED: To accept the recommendation from the R.FO to recommend to Full Council that the Precept is set at £475,261.00 to fund the Draft budget as recommended by this committee to Full Council with no additional draw on the General Reserve. (P)SB (S)DC. 5 For, 1 Against. Agreed. Cllr T Bond requested that his vote against was recorded.</p>	R.F.O
	<p>The Chairman closed the meeting at: 7.44pm</p>	