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To all Councillors: You are hereby summoned to attend a meeting of Full Council at the Town Hall on Tuesday 31 January 2023 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 30 January 2023 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.

L. Crow

Mrs L Crow - Town Clerk

Date: 25/1/23

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 extraordinary meeting of Full Council held on 22 November 2022 for approval: Decision required	Attach. 2
5	The minutes of the Full Council meeting held on 29 November 2022 for approval: Decision required	Attach. 3
6	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
7	The City of Sanctuary Movement – Report from Cllr Carlyle: Decisions required	Attach. 4
8	Mayors' Charities and Fundraising Events: Decisions required	Attach. 5
9	Fly a Flag for the Armed Forces: Decision required	Attach. 6
10	List of payments including payments exceeding £500 for approval and signing for the 1 November to 31 December 2022: Decision required	Attach. 7
11	Mayoral Engagements: For information purposes	Attach. 8
12	Climate Officer Update: For information purposes	Attach. 9
13	Sculpture Project Update: For information purposes	Attach. 10
14	Deal Town Council Committee Minutes: Information to note a) The minutes of the Transport & Infrastructure committee meeting held on 11.05.2022 b) The minutes of the Environment committee meeting held on 12.10.2022 c) The minutes of the Planning committee meeting held on 7.11.2022 d) The minutes of the Planning committee meeting held on 5.12.2022 e) The minutes of the Finance & General Purposes committee meeting held on 22.11.2022	Attach. 11 Attach. 12 Attach. 13 Attach. 14 Attach. 15
	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	
15	Confidential Correspondence received: Decisions required.	To be tabled on the night
	Date of next Full Council meeting: 28 February 2023	

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.

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

The Minutes of the Extraordinary meeting of the Full Council meeting at the Town Hall on Tuesday 22nd November 2022 at 6:30pm.

Present: Cllr C Oliver
Cllr B Bano
Cllr T Grist
Cllr M Eddy
Cllr S Beer (Vice Chairman)
Cllr A Farrington
Cllr T Bond
Cllr D Cronk

Officers: Mr P Bone (Deputy Town Clerk) Other: None

MINUTES

1	Chairman's opening remarks: The Vice Chairman, Cllr S Beer, welcomed everyone to the meeting and read the fire evacuation procedures.	Vice-Chairman
2	Apologies for absence: Cllr C Turner, Cllr S Carlyle	
3	Declarations of interest: Cllr S Beer advised that declarations of interest could be declared at the agenda item after the Deputy Town Clerk had briefed Cllrs on the agenda item.	
4	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)ME (S)DC All agreed	
5	Staff update: The Deputy Town Clerk gave a staff update. Cllr S Beer declared a VAOI and advised that she would step down from chairing this agenda item. Members RESOLVED: Cllr C Oliver to be the Chairman of this agenda item. (P)CO (S) SB All Agreed. Following debate members RESOLVED: To accept the recommendation from the Deputy Town Clerk and authorise him to proceed on their behalf. (P)ME (S)TB	Deputy Town Clerk
	The Chairman closed the meeting at 7:15pm.	

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

The Minutes of the Full Council meeting held at the Town Hall on Tuesday 29th November 2022 at 7.15pm.

Present: Cllr C Turner (Chairman) Cllr S Beer (Vice-Chairman)
 Cllr B Bano Cllr T Grist
 Cllr T Bond Cllr S Carlyle
 Cllr C Oliver Cllr D Cronk
 Cllr E Rowbotham Cllr M Eddy

Officers: Mr P Bone (Deputy Town Clerk) Other: 1 Member of public (From 7:55pm)
 Miss J Harper (Asst. to the Town Clerk)

MINUTES

1	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and read the fire evacuation procedures. The Chairman asked members to consider adding agenda item 15: A vote to exclude members of 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:- . (P)DC (S)SC. 9 For, 1 Abstention. Agreed.	Chairman
2	Apologies for absence: Cllr O Richardson, Cllr A Stroud, Cllr A Farrington. Absent: Cllr T Thompson & Cllr A Friend	
3	Declarations of interest: None Received.	
4	The minutes of the Full Council meeting held on Tuesday 25 October 2022 for approval Members RESOLVED: To accept the minutes of the Full Council meeting held on Tuesday 25 th October 2022 as a true and accurate record. (P)DC (S)TB. 9 For, 1 Abstention. Agreed. The Chairman duly signed the minutes.	Chairman
5	Public participation and Statements received: None received.	
6	List of Payments: List of payments made between 1 st October 2022 to 31 st October 2022 including list of individual payments exceeding £500 for approval and signing: Members RESOLVED: To agree the list of payments made between 1 st October 2022 to 31 st October 2022 including list of individual payments exceeding £500 for approval and signing: (P)DC (S)ME. All Agreed.	
7	Update from Deal Speaking up Group: Members RESOLVED: To note the report. (P)BB (S)DC. All Agreed.	
8	Update on Deal Town Bus Services: Following discussion Members RESOLVED: To Task the T & I Committee with drawing up proposals, including terms of reference for a local Deal Area Bus Forum, to include bus users and stakeholders and report back to Full Council. (P)BB (S)ME. All Agreed.	Chair T & I
9	Dover District Local Plan Regulation 19: Members reviewed and discussed the documents. Cllr Oliver proposed an amendment to her submission in attachment 6e to remove all instances of the words 'And not legally compliant' (P)CO (S)SC All Agreed. Members then RESOLVED: That the Clerk to the Committees, working in liaison with the Deputy Town Clerk and Chairman of the Council, writes to Dover District Council regarding the following issues; 1. The quality of the consultation with Deal Town Council as outlined in the Planning Committee response. 2. Giving a detailed response on the environmental issues raised in the amended report from Cllr C Oliver in attachment 6e as approved at Full Council. 3. The report to be submitted by the deadline of 5pm Friday 9 th December 2022 . (P)SB (S)ME. All Agreed.	Committee Clerk/ Deputy Town Clerk/ Chairman

MEMORANDUM

TO: Cllr C Turner Chairman of the Council and all members
FROM: Cllr S Carlyle
DATE: 16 January 2023
SUBJECT: The City of Sanctuary Movement

The City of Sanctuary movement has grown from its origins in Sheffield in 2005 to become an extraordinary network made up of hundreds of community groups, schools, local councils, universities, theatres, galleries and more.

City of Sanctuary UK is a movement which has the vision that the UK will become a welcoming place of safety for all and is proud to offer sanctuary to people fleeing violence and persecution.

Several of Deal/ Dover's schools have had Schools of Sanctuary awards since 2019 and work with local charity SAMPHIRE (Dover) to run workshops around multiculturalism, migration and minority communities.

In accordance, and following on from an application made in 2020 this motion seeks to continue with the proposal to make Deal a 'Town of Sanctuary'.

Background City of Sanctuary and DTC

Full Council meeting Tuesday 26th November 2019: Domenica Pecoraro of East Kent Network City of Sanctuary gave an informative presentation on the aims of the EK Network City of Sanctuary and answered Councillor's questions. At the Full Council meeting on 25 February 2020 members considered a report from Cllr Oliver who was Deal Town Council's outside body rep on East Kent Network of Sanctuary and made the following decisions;

1. That the council demonstrate support for the three national campaigns by writing to the local MP on the subject and endorsing them. **(Actioned)**
2. The Mayor, in conjunction with the Town Clerk, to contact Refugee Tales to investigate how Deal town council might support their future walk series, perhaps by supporting a launch event
3. Cllr Oliver to report back to council with more information on how the council can encourage and support more Deal schools to engages with the Schools for Sanctuary movement.
4. Cllr Oliver and Cllr Bano to compose a page on sanctuary for inclusion on Deal town council's website that includes information on how individuals might assist people in need of sanctuary in the locality **(Actioned)**
5. Cllr Oliver and Town Clerk to report back to council with information on how the council can fund a respite experiment for families seeking sanctuary.

Due to Covid restrictions some of the recommendations were unable to be taken forward.

In the period since in 2021 a local group **Deal Area Refugee Aid (DARA)** was formed by Deal residents, as a humanitarian response to the emergency evacuation from Afghanistan, and with the increase in people arriving after hazardous journeys across the Channel. Initially the group investigated the possibilities of assisting refugees under the Home Office Resettlement Scheme, that proved to be unfeasible. The group's main activity developed with active fundraising with increasing support from the public in the town. DARA also launched appeals to supply winter clothing to refugees through recognised charities. They are now planning to expand their activity by embarking on educational work with young people.

To strengthen links with neighbouring coastal towns under the umbrella organisation of City of Sanctuary, DARA is seeking support from the Deal Town Council. Hastings has adopted the pledges listed below and Dover with Folkestone with Deal are considering similar resolutions.

Membership Pledge of Deal Town Council

In applying for membership to become part of the City of Sanctuary initiative:

- .1 We agree to sign up as a supporting organisation and work with suitable local organisations such as DARA to endorse the following pledge:-
2. We support the 'City of Sanctuary' vision that the UK will be a welcoming place of safety for all, proud to offer sanctuary to people fleeing violence and persecution.
3. We endorse the City of Sanctuary Charter, (please see attached) and agree to act in accordance with City of Sanctuary values and apply the network principles within our work (as far as our specific context enables us to).
4. We recognise the contribution of people seeking sanctuary and welcome, include and support them within our town.
5. We are willing for Deal Town Council's name to be added to a list of supporters of City of Sanctuary, linked to our website. We are also willing to be contacted by the network of City of Sanctuary with further ideas for how we can turn our support into practical action and to discuss ways we might work together to promote the vision further.
6. We welcome all people from diverse backgrounds, religion, sexual orientation and disability into our community and will support them in whatever way is needed to ensure their safety and freedom from prejudice and hostility.
7. We agree to work towards a City of Sanctuary (see attached) with the aim of becoming a recognised Council of Sanctuary and we are also willing to be added to a list of members of the City of Sanctuary Local Authority Network on the website.
8. DARA will work with Deal Town Council to uphold this pledge and work in collaboration with SAMPHIRE; to create, strengthen and build on the links already established to make this area a place of refuge for those who are forced to leave their homes.

Recommendations

1. Deal Town Council is committed to welcoming asylum seekers and refugees to Deal.
2. Deal Town Council recognises the potential of refugees and their contribution to our town.
3. Deal Town Council adopts a comprehensive, co-ordinated and forward-looking approach to the needs and welfare of people moving into the town and supports building community cohesion between new and existing communities.
4. Deal Town Council, in conjunction with DARA, will work to implement the City of Sanctuary pledges through its actions and policies together with its partners in the statutory and voluntary sectors.
5. Signing the membership pledge means that Deal Town council will develop a 'Town of Sanctuary' strategy and ensure the needs of refugees and asylum seekers are considered in its policies and working practices.

Decisions required: Members to consider the above recommendations.

Adjuvate Advenas (Befriend the Stranger)

City of Sanctuary Charter

Purpose of the charter

This charter describes what City of Sanctuary is and what it does. It will form the first section of our organisational strategy and can also be used as a stand-alone document to build internal cohesion and external profile.

Our vision

We hold the vision that the UK will be a welcoming place of safety for all and proud to offer sanctuary to people fleeing violence and persecution.

Values

The organisation and network will be guided and informed by commitment to the following values:-

Inclusiveness — *We welcome and respect people from all backgrounds, place the highest value on diversity and are committed to equality.*

Openness - *We are committed to a culture of working collaboratively within the network and in partnership with others.*

Participation — *Those who support our vision work together with people seeking sanctuary. We value and recognise the contribution of all involved. We aspire to ensure people seeking sanctuary are fully involved in decision making processes and supported to become leaders within the City of Sanctuary organisation and network as well as within the wider movement.*

Inspiring — *We work with enthusiasm and positivity and are determined to surpass what has already been achieved to welcome refugees and people seeking sanctuary. We act as a catalyst for change by being open to new and innovative ideas and through sharing knowledge gained with others and working in partnership.*

Integrity — *We aspire to high standards of honesty and behaviour, and always to act in the interests of people seeking sanctuary.*



City of Sanctuary

We reserve the right to change, modify or amend this document.

Definitions

The Movement

A movement is a loose collection of independent groups and individuals united by a common purpose but with no one leader.

City of Sanctuary contributes to building an ever broader social movement to ensure that all people seeking sanctuary within the UK are made welcome in our countries and that the aspirations of the Birmingham Declaration become a reality. The Birmingham Declaration was launched at the first Sanctuary Summit in 2014 and has since been endorsed by more than 320 organisations. The core principles in the Declaration are:

1. All asylum seekers, refugees and migrants should be treated with dignity and respect.
2. A fair and effective process to decide whether people need protection should be in place.
3. No one should be locked up indefinitely.
4. No one should be left sick or destitute in our society.
5. We should welcome the stranger and help them to integrate.

The Organisation

City of Sanctuary UK is an organisation that provides a focus for coordination and development of the network. This contributes to building a wider sanctuary movement. In addition to undertaking City of Sanctuary activities and initiatives at a UK level, the role of the organisation is to ensure that there is good communication across the network, to coordinate decision-making and to help raise the profile of City of Sanctuary overall.

The Network

Our network includes groups, and others engaged in Streams of Sanctuary work, that are focused on bringing about both local and national social change. Groups, and others engaged in streams of sanctuary work who are aligned with the network principles, have flexibility to develop local, regional and national responses to local, regional and national challenges (e.g. developing Wales as a Nation of Sanctuary). Together such networks affirm and achieve our overarching vision.

Network principles

The City of Sanctuary network is part of a mainstream, grassroots movement working towards achieving the overall vision. Whilst there is flexibility in determining how best to work towards the vision, the following principles apply to all groups, networks and streams operating under the name of City of Sanctuary:-

- ◇ Offer a positive vision of a culture of welcome and hospitality to all;
- ◇ Create opportunities for relationships of friendship and solidarity between local people and those seeking sanctuary;
- ◇ Recognise and encourage partnership working and network development across localities;
- ◇ Identify opportunities for practical action and work on common cause issues to effect change within and across communities (turning empathy into action);
- ◇ Celebrate and promote the welcome and contribution of people seeking sanctuary;
- ◇ Engage people seeking sanctuary in decision making processes at all levels and in all activities;
- ◇ Promote understanding of asylum and refugee issues, especially by enabling refugee voices to be heard directly.

Our network of groups could be regarded as a sub-movement or mini-movement. However we recognise that we are part of a much broader movement that is multi-sector and multi-dimensional. Thus in this charter we consider it clearer to use the term network for our groups

For full text of the Birmingham Declaration go to <https://sanctuarysummit2014.wordpress.com/the-birmingham-declaration/>.

City of Sanctuary Groups

When a group first registers with City of Sanctuary UK they agree to:-

- ◇ Work towards making their city, town or area into a City, Town, Region or Area of Sanctuary by creating a culture of welcome and hospitality for people seeking safety.
- ◇ Work to connect people seeking sanctuary with other local people and to celebrate their contribution to our communities, towns and cities.
- ◇ Seek to be inclusive in generating a culture of welcome, involving different sectors such as education, local government, health, sports and arts, as well as refugee organisations.
- ◇ Work as an alliance between local people and sanctuary seekers to run the group wherever possible and appropriate.
- ◇ Be prepared to share successes, ideas and learning with other groups and the network.
- ◇ Join in regional events where possible.
- ◇ Avoid bringing the name of City of Sanctuary into disrepute, in particular by not engaging in abusive, racist, discriminatory, exclusionary, offensive or dangerous behaviour.
- ◇ Identify between three and five contacts to enable the City of Sanctuary to keep in touch and keep the team updated when changes to these contact details occur, providing full name, telephone and email details for each contact where possible

There is no single formula for developing a successful and effective City of Sanctuary group. In general terms groups should work towards undertaking the following actions:-

1. Develop a strategy, agreed by the main supporting organisations, for how the city, town or area is to continue working towards greater inclusion and equality for refugees and people seeking sanctuary, as well as greater public awareness, through a range of initiatives, projects and activities;
2. Gather resolutions of support from a significant and representative proportion of groups and organisations;
3. Encourage supporting organisations (whether formally pledged or not) to turn their commitment into actions;
4. Engage with other groups across the network, in the expectation that such a conversation will lead to a mutually beneficial sharing of good practice;
5. Support and work alongside refugees and people seeking sanctuary in the City of Sanctuary group, including representation on its steering group or committee;
6. Wherever possible sustain engagement with the local authority or other relevant authorities.

Groups may, if they wish, apply to City of Sanctuary UK for sanctuary recognition for their city, town or region by submitting an application for appraisal.



Streams of Sanctuary

A Stream of Sanctuary encourages professionals within 'communities of practices or interests' to come together to embed the concepts of welcome, safety and inclusion within their professions, sectors and organisations, together with other interested individuals (including people seeking sanctuary), groups and organisations.

Any individual or organisation working within a Stream of Sanctuary must be committed to the vision and values of City of Sanctuary. The development of new activities, projects and initiatives within a Stream must be aligned with City of Sanctuary network principles. A Stream will also enable the sharing of best practice, resources and ideas. Organisations that fall within a Stream of Sanctuary may wish to apply for a Sanctuary Award (see below) following specific criteria which have been developed by City of Sanctuary UK.

Sanctuary Awards

Sanctuary Awards are used to recognise exemplary work in this field. These can be organisations which fall within a Stream of Sanctuary, or not.

A Sanctuary Award is given to an organisation that is able to demonstrate commitment to our values and vision of welcome, and that has applied our network principles within the organisation and its projects or activities.

An appraisal committee is nominated to undertake the process either locally, regionally or nationally (depending on the circumstances). At least one person on the committee must be a sanctuary seeker. We encourage groups to actively review awards every three years.

Asylum Matters

City of Sanctuary UK hosts the advocacy and campaigns project, Asylum Matters. Asylum Matters is a project that works in partnership locally, regionally and nationally across the UK to improve the lives of people seeking sanctuary through social and political change. It incorporates and builds on the work of the Still Human Still Here coalition and the Regional Asylum Activism (RAA) Project. It provides opportunities to increase collective impact. Whilst Asylum Matters is independent in setting its objectives and remit, City of Sanctuary UK is responsible for its delivery and, through the project, demonstrates its commitment to movement building.

The mandate of the project is to drive forward and secure the eight goals identified at the Sanctuary Summit in November 2014, which were endorsed by more than 320 organisations as part of the Birmingham Declaration.

The project works very closely with the City of Sanctuary network, as well as working across the UK on a collaborative basis. Through engagement with Asylum Matters staff, City of Sanctuary groups can access additional opportunities to engage in advocacy activities. The kinds of initiatives groups can take part in vary depending on the influencing opportunity and can include things like collecting case studies and evidence to inform policy-making, lobbying MPs, AMs and local councillors on our issues, or supporting people seeking sanctuary to ensure their voices are heard on a range of public platforms.



www.cityofsanctuary.org

Council of Sanctuary¹ Award

Procedure and Criteria

Introduction

City of Sanctuary UK holds the vision that the UK will be a welcoming place of safety for all and proud to offer sanctuary to people fleeing violence and persecution. In order to realise this vision, City of Sanctuary UK supports a network of groups, which includes cities, towns, villages, boroughs and regions across the UK, and others engaged in Streams of Sanctuary, Sanctuary Awards and activities intended to welcome people seeking sanctuary¹. For more information see our Charter.

In June 2020 the City of Sanctuary Network voted at the AGM to dispense with the city-wide recognition process and to establish a local authority network. Any local authority can apply to become an awarded or non-awarded member of this network -to join click here.

What are Sanctuary Awards?

Sanctuary Awards are provided by the network of local groups and City of Sanctuary UK to recognise and celebrate commitment to our values and vision of welcome and inclusivity and enabling them to become active participants in the City of Sanctuary network. This document is specifically guidance for local authorities to apply for a Council of Sanctuary award.

Any local authority who has previously been awarded as part of a City of Sanctuary group city-wide recognition process, or awarded by a group as part of their self-recognition process, will not need to follow all the steps below but will need to submit an application form within six months of joining the network (step 4). Similarly any local authority which has made significant progress towards becoming a welcoming place of sanctuary may be in position to go straight to step. Please liaise with your local group and/or regional coordinator to discuss further.

The procedure

Award applications usually start with a conversation with your local City of Sanctuary group or a City of Sanctuary UK officer if no local group is available.

Here is a step by step guide:-

¹ We use the term 'local authorities' to include all types of local government from across the whole of the UK e.g. county councils, districts, boroughs or city councils, unitary councils, London boroughs, combined authorities, metropolitan boroughs as well as parish and town councils]

Step 1 – Contact your local group to pledge support and connect with their / your shared vision

Step 2 – Join the local authority network. In joining the network you are committing to work towards the Council of Sanctuary Award and are agreeing to sign up as a Supporting Organisation (this includes an endorsement of the City of Sanctuary Charter)

Step 3 – Produce an Action Plan using the 'LEARN, EMBED, SHARE' criteria. Include how you will meet the City of Sanctuary UK Local Authority Network criteria within the plan.

Step 4 – Then when ready apply for recognition. You can submit a written application for an award using the generic Awards Application form.

Step 5 – The nomination will be appraised by a Sanctuary Recognition panel which will normally include as a minimum, a local member of City of Sanctuary, someone who has lived experience of seeking sanctuary and a member of the City of Sanctuary Local Authority Steering Group. The panel may request a visit to the nominated organisation during the appraisal, and will usually involve a conversation between councillors, officers and the panel.

Step 6 - When a local authority is able to demonstrate they have met all the criteria they would be given the right to use the Council of Sanctuary logo to recognise their commitment accompanied by the wording "X...*is a recognised County/District/Borough/City/Unitary/Parish/Town [delete as appropriate] Council of Sanctuary*"²;

Step 7 – Once the award is agreed, a plan should to be made for its presentation to include a celebratory event/ media statements etc. You are making a public declaration of support for people seeking sanctuary and City of Sanctuary.

Step 8 –The conversations begun during appraisal will continue throughout the three year award period and will inform a review at the end of the three years. A new application has to be submitted to renew the award after three years and if successful an updated certificate of recognition can be issued.

² Whilst this is the recommended terminology we acknowledge the need for flexibility due to the differing local government contexts, although in all cases we would encourage local authorities to discuss with their local group with the aim of achieving agreement between the two.



COUNCIL OF
SANCTUARY AWARD
WELCOMING PEOPLE SEEKING ASYLUM

What is the Award criteria?

This guidance document aims to outline the criteria required for the award. We would encourage local authorities to build on the criteria in a way that best reflects their specific context.

The Process: Learn, Embed & Share

Any local authority contributing towards the vision of welcome can apply for the award by signing up to our charter, values and principles and demonstrating their commitment by providing evidence that they have integrated the following:

- **Learn:** learning about what it means to be seeking sanctuary, both in general, and specifically.
- **Embed:** taking positive action to embed concepts of welcome, safety and inclusion. To take steps to ensure this progress remains sustainable.
- **Share:** sharing your vision, achievements, what you have learned, and good practice with other local authorities, the local community and beyond.

The Criteria

- Join the City of Sanctuary Local Authority Network which includes a pledge to support the vision of City of Sanctuary and an endorsement of its charter
- Pass a council motion setting out commitment to being a place of sanctuary
- Commit to working with the local City of Sanctuary (which could be via a specific local pledge) (and/or other refugee networks)
- Show evidence of the work with the local City of Sanctuary group (and/or other refugee networks) and receive the endorsement from those groups for the award application
- Commit to work with partners to identify national policy issues in order to make collective representations to government to encourage and enable change
- Produce a written strategy (either an independent strategy or as part of a broader strategy e.g. equality, migration etc) which is publicly available and sets out commitment for at least three years.

The 'Learn, Embed and Share' criteria are outlined below. Please provide evidence of meeting each of the criteria in the relevant section of the generic award application.

Learn

In this section of the application, we will be looking for examples of work which signals the commitment of the local authority to learn about what it means to be seeking sanctuary. It is also important that include people seeking sanctuary in those learning opportunities if at all possible. We recognise that this may be challenging in certain locations and situations, and City of Sanctuary UK and via its local groups will try to assist.

To receive an award, the local authority must meet the following LEARN criteria:

- Criterion 1: **Awareness raising opportunities** are provided, and opportunities for discussion around the theme of welcome and sanctuary are facilitated.
- Criterion 2: **Evidence of refugee/asylum/migration awareness raising** is included into everyday business of the local authority e.g. staff induction/training.
- Criterion 3: Commitment to supporting **the voices of people seeking sanctuary to be heard.**

Embed

The second process used by City of Sanctuary UK for its awards is Embed. For City of Sanctuary UK, embedding means that the local authority is taking positive action to implement welcome, safety and inclusion. City of Sanctuary UK would like details on how the local authority will ensure a continuation of support for sanctuary on an ongoing basis.

To receive an award, the local authority must meet the following Embed criteria:

- Criterion 4: The local authority **must demonstrate how it has embedded** the concept of welcome and inclusion at all levels of the organisation. This should show how the local authority will continue to develop and sustain a culture of welcome beyond the award.
- Criterion 5: **Commitment to supporting initiatives that embeds welcome and fosters solidarity** between receiving communities and people seeking sanctuary e.g. participation in Refugee Week, more information about the annual event can be found here:
<http://refugeeweek.org.uk>.

Share

The third and final process in the City of Sanctuary UK model is Share. City of Sanctuary UK will be seeking evidence that the place is seeking to share its experience of sanctuary and welcome with the wider community, local organisations and spreading the word about their welcoming efforts.

To receive an award, the local authority must meet the following criteria:

- Criterion 6: A **public commitment** to the City of Sanctuary vision of welcome
- Criterion 7: The **local authority publicly highlights its work** in support of welcome and inclusion by making it visible on its website and noticeboards *NB. Once the sanctuary award is received, we would expect the logo and a link to the webpage on the website.*
- Criterion 8: Commitment to **on-going engagement with the City of Sanctuary Local Authority Network**. This may include sharing resources, ideas and achievements via the network and City of Sanctuary UK website.
- Criterion 9: Work with the network to identify national policy issues in order to make **collective representations to government to encourage and enable change**

How to complete your application form?

Your written application needs to include:

- Evidence which demonstrates how the local authority has used the three step process of learn, embed and share and how through following the process the values and principles in the charter are being upheld.
- Evidence can be collected in a variety of ways and can include self-evaluation, photos and testimony, strategic plans, training records, policies and procedures and through consulting with people seeking sanctuary.
- Applications should be no longer than 4 pages, including supporting evidence. Only photos or organisational documents can be submitted in addition to these 4 pages.

Q: Please provide a summary of how the local authority engages with people seeking sanctuary.

In this section, outline the ways the local authority has engaged with people seeking sanctuary. How has the local authority sought to build relationships with local people seeking sanctuary? Has it formed partnerships with the City of Sanctuary group and/or local support organisations?

Q: Using the 3 processes of the sanctuary award, please reflect on how you have achieved these principles attaching evidence to support your answer.

Here we are looking for evidence of initiatives, projects, policies and progress. Even if something is ongoing, include it as it helps to build a picture of how the local authority is developing its culture of welcome. Try to



COUNCIL OF
SANCTUARY AWARD
NOT FOR SALE • PEOPLE SEEKING SANCTUARY

 City of Sanctuary UK

be concise but don't assume that the appraisal panel have the requisite knowledge (so please explain all acronyms and give context where necessary).

Q: Please identify how people seeking sanctuary have been involved in helping you achieve these principles.

All applications for a Sanctuary Award are expected to involve people seeking sanctuary in the planning, delivery and/or evaluation of activities for each of the principles, where appropriate. Building on the examples you have given, identify the ways in which people seeking sanctuary have contributed to these successes.

Q: How do you intend to build on your achievements over the next 3 years in order that your award is renewed?

We want to acknowledge and celebrate a local authority which shows a commitment to the principles in the long-term and which have a forward-looking approach; receipt of the sanctuary award is just the beginning! Each award is valid for 3 years and renewal will be required. So, use this section of the application form as an opportunity to share information about your planning.

Questions to think about include: Has the local authority demonstrated a sustainable commitment to sanctuary in the long-term? How will the local authority re-evaluate and adapt to continue to demonstrate sanctuary, welcome and inclusion? Can you provide evidence that this commitment will continue after the award is granted?

¹ A term used to describe people predominantly categorised as either a refugee or an asylum seeker (including those who are appeal rights exhausted)

**DEAL TOWN COUNCIL
MEMORANDUM**

TO: Deal Town Council Members

FROM: Cllr C Turner

DATE: 18 January 2023

SUBJECT: Mayors' Charities and Fundraising Events

Deal Town Council decided a few years ago to substantially raise the total grant funding available to local organisations and charities. Grants are awarded to a very high proportion of those who apply and many of our local organisations have benefitted from funding from DTC over the years.

As a result, the Mayor's Charities scheme has become superfluous.

Despite great efforts expended on planning, promoting and managing a range of events, the sums raised in charitable donations over the past several years have been unimpressive. The cost of staff hours is not taken into account when adding up the proceeds. It is highly likely that staff costs expended exceed the surplus raised.

Recommendations

1. That the Mayor's Charities policy is rescinded.
2. That the Mayor communicates to all charities and local organisations at the beginning of his/her period of office that he/she is available to support their organisation with visits, attendance at openings or other special events.
3. That the grants programme is promoted directly to all charities and local organisations twice a year.
4. That the Mayor reminds all charities and local organisations that they have access to one free use of the Town Hall (with certain conditions).

DEAL TOWN COUNCIL
MEMORANDUM

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

From: Joanne Harper, Event Manager

Date: 13th January 2023

Subject: Fly a Flag for the Armed Forces Monday 19th June 2023

Fly a Flag for the Armed Forces is an annual event hosted on a three-year rota between Dover, Sandwich, and Deal. It is a short event, showing support for the Armed Forces, by raising the Armed Forces Flag on the Monday before Armed Forces Day, and is attended by local dignitaries, councillors, veterans and members of the public.

This year it is Deal's turn, and the Chairman of Dover District Council has asked if Deal Town Council will be willing to host the event, on the morning of Monday 19th of June 2023.

The Chairman's office sends out the invitations, arranges the photographer, arranges and pays for a bugler and prepares a press release. The Town Council hosts the event on the day chooses a local reverend to give a short sermon and pays for refreshments.

Decisions required:

Members to consider hosting the "Fly a Flag for our Armed Forces" event on 19th June 2023 with a suggested budget of £25.00 for refreshments.

Members to decide on a Reverend to be invited to give a short sermon. I would suggest inviting Revd Chris Spencer.

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

List of Payments made between 01/11/2022 and 30/11/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
07/11/2022	VODAFONE BUSINESS	£ 84.70	WORK MOBILES TH
07/11/2022	BRADERIE REFUND BY CQ	£ 50.00	BRADERIE REFUND BY CQ
09/11/2022	TALK IT OUT	£ 150.00	WARM WELCOME
09/11/2022	MARC- ONE SECURITY	£ 168.00	SAT MKT SECURITY
09/11/2022	DOVER DISTRICT COUNCIL	£ 180.00	PREMISES LICENCE TOWN HALL
09/11/2022	RYAN ROGERS GARDEN	£ 117.00	MAINTENANCE PA ALLOT
09/11/2022	RYAN ROGERS GARDEN	£ 116.50	MAINTENANCE MR ALLOT
09/11/2022	RYAN ROGERS GARDEN	£ 166.50	MAINTENANCE GR ALLOT
09/11/2022	DOVER DISTRICT COUNCIL	£ 13,143.65	PUBLIC CONVIENIENCES
09/11/2022	GLOBAL4 TELECOM	£ 188.38	LANDLINE TOWN HALL
10/11/2022	SSE SOUTHERN ELECTRIC	£ 1,164.85	ELECTRIC TOWN HALL
10/11/2022	LAND REGISTRY	£ 7.00	LAND REGISTRY
14/11/2022	RYAN ROGERS GARDEN	£ 800.00	TREE POLLARDING AT PA ALLOTS
14/11/2022	VIKING OFFICE DEPOT	£ 528.60	STATIONERY TOWN HALL
15/11/2022	NATWEST CHARGES	£ 58.20	NATWEST CHARGES
16/11/2022	KCS PROFESSIONAL	£ 161.44	PHOTOCOPIER RENTAL TOWN HALL
17/11/2022	ADM COMPUTER SERVICES	£ 846.11	IT SUPPORT
17/11/2022	BACK MARKET	£ 180.99	WORK MOBILE PHONE PURCHASE
17/11/2022	NISBETS	£ 37.18	HI BALL GLASSES FOR TOWN HALL
17/11/2022	BUSINESS STREAM SCOTTISH	£ 263.72	WATER MILL ROAD ALLOTMENTS
18/11/2022	PLUSNET	£ 48.07	INTERNET TOWN HALL
18/11/2022	CAPITA BUSINESS SERVICES	£ 1,950.00	cllr allowances nov 2022
18/11/2022	CAPITA BUSINESS SERVICES	£ 4,365.29	pension nov 2022
18/11/2022	CAPITA BUSINESS SERVICES	£ 21,891.63	staff wages nov 2022
21/11/2022	KENT PA HIRE LTD	£ 185.00	PA HIRE FOR REMBERENCE SUNDAY
21/11/2022	MARC- ONE SECURITY	£ 134.40	SAT MKT
21/11/2022	RIALTAS BUSINESS SOLUTION	£ 1,530.00	RBS FOR TOWN HALL
21/11/2022	WORLDPAY (UK)LIMITED	£ 72.11	VIC CARD MACHINE
21/11/2022	SSE SWALEC GAS	£ 569.76	GAS TOWN HALL
21/11/2022	BUSINESS STREAM SCOTTISH	£ 71.51	WATER TOWN HALL
21/11/2022	DOVER DISTRICT COUNCIL	£ 973.00	RATES TOWN HALL
22/11/2022	BUSINESS STREAM SCOTTISH	£ 82.00	WATER GOLF ROAD ALLOTMENTS
22/11/2022	CAPITA BUSINESS SERVICES	£ 5,481.54	nov salaries PAYE
23/11/2022	ST ANDREWS PCC	£ 150.00	WARM WELCOME
24/11/2022	BUSINESS STREAM SCOTTISH	£ 361.35	WATER PARK AVENUE ALLOTMENTS
25/11/2022	SPOT ON CLEANING	£ 220.00	CLEANING IN FRONT OF TOWN HALL
25/11/2022	CHANNEL FM	£ 717.47	CLEANING TOWN HALL
25/11/2022	CHUBB	£ 1,449.93	ANNUAL CONTRACT TOWN HALL
25/11/2022	PKF LITTLEJOHN	£ 1,560.00	ANNUAL GOVERNANCE
28/11/2022	MARC- ONE SECURITY	£ 168.00	SAT MKT
28/11/2022	THE COURTYARD BAR AND	£ 500.00	DEPOSIT MAYOR EVENT
28/11/2022	PITNEY BOWES	£ 90.27	postage town hall
29/11/2022	MARC- ONE SECURITY	£ 163.80	sat mkt security
29/11/2022	MARC- ONE SECURITY	£ 163.80	SAT MKT STEWARD
30/11/2022	RJ CLARK KENT SOAPY	£ 50.00	REFUND OF BRADERIE PYMT
30/11/2022	SUEZ RECYCLING AND	£ 192.13	WASTE AND RECYCLING TH
30/11/2022	SHOGUN VEHICLE LEASING	£ 355.44	OFFICIAL CAR LEASE
30/11/2022	BANK CHARGES	£ 117.68	BANK CHARGES
		£ 62,027.00	

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

List of Payments over £500 made between 01/11/2022 and 30/11/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
09/11/2022	DOVER DISTRICT COUNCIL	£ 13,143.65	PUBLIC CONVIENIENCES
10/11/2022	SSE SOUTHERN ELECTRIC	£ 1,164.85	ELECTRIC TOWN HALL
14/11/2022	RYAN ROGERS GARDEN	£ 800.00	TREE POLLARDING AT PA ALLOTS
14/11/2022	VIKING OFFICE DEPOT	£ 528.60	STATIONERY TOWN HALL
17/11/2022	ADM COMPUTER SERVICES	£ 846.11	IT SUPPORT
18/11/2022	CAPITA BUSINESS SERVICES	£ 1,950.00	cllr allowances nov 2022
18/11/2022	CAPITA BUSINESS SERVICES	£ 4,365.29	pension nov 2022
18/11/2022	CAPITA BUSINESS SERVICES	£ 21,891.63	staff wages nov 2022
21/11/2022	RIALTAS BUSINESS SOLUTION	£ 1,530.00	RBS FOR TOWN HALL
21/11/2022	SSE SWALEC GAS	£ 569.76	GAS TOWN HALL
21/11/2022	DOVER DISTRICT COUNCIL	£ 973.00	RATES TOWN HALL
22/11/2022	CAPITA BUSINESS SERVICES	£ 5,481.54	nov salaries PAYE
25/11/2022	CHANNEL FM	£ 717.47	CLEANING TOWN HALL
25/11/2022	CHUBB	£ 1,449.93	ANNUAL CONTRACT TOWN HALL
25/11/2022	PKF LITTLEJOHN	£ 1,560.00	ANNUAL GOVERNANCE
28/11/2022	THE COURTYARD BAR AND	£ 500.00	DEPOSIT MAYOR EVENT
		£ 57,471.83	

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

List of Payments made between 01/12/2022 and 31/12/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
05/12/2022	MADDIE4MUSIC	£ 200.00	MUSIC FOR MAYOR EVENT
06/12/2022	SIDEWAYS MEDIA	£ 108.00	KENTISH CEREMONY LISTING
07/12/2022	VODAFONE BUSINESS	£ 84.70	WORK MOBILES TOWN HALL
09/12/2022	THE THREE CASTLES OF DEAL	£ 200.00	XMAS MARKET
09/12/2022	NORTH DEAL COMMUNITY	£ 432.00	WARM WELCOME
09/12/2022	ST GEORGES PAROCHIAL	£ 234.00	WARM WELCOME
09/12/2022	TRINITY CHURCH DEAL	£ 180.00	WARM WELCOME
09/12/2022	LEAPS AND BOUNDS	£ 168.00	WARM WELCOME
09/12/2022	ST ANDREWS PCC	£ 48.00	WARM WELCOME
09/12/2022	TALK IT OUT	£ 48.00	WARM WELCOME
09/12/2022	UPPER DEAL AND GT	£ 150.00	WARM WELCOME
09/12/2022	UNITED FAMILIES	£ 294.00	WARM WELCOME
09/12/2022	SATCO GENERAL INCOME	£ 348.00	WARM WELCOME
09/12/2022	GLOBAL4 TELECOM	£ 184.99	LANDLINE TOWN HALL
12/12/2022	WALKER HIGHWAYS	£ 330.00	ROAD CLOSURES SAT MKT
13/12/2022	VIKING OFFICE DEPOT	£ 291.88	STATIONERY TOWN HALL
14/12/2022	GUIDELINE LIFT SERVICE	£ 145.34	LIFT SERVICE CONTRACT TH
14/12/2022	SMUGSHOT	£ 100.00	MAYORS XMAS MESSAGE VIDEO
15/12/2022	HAMSHIRE FLAG CO	£ 334.63	UK & UKRAINE FLAGS FOR T HALL
15/12/2022	NATWEST CHARGES	£ 51.30	NATWEST CHARGES
16/12/2022	TOWER DESIGN & PRINT	£ 165.00	WARM WELCOME LEAFLETS
16/12/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT T H
16/12/2022	CAPITA	£ 6,362.25	PENSION STAFF
19/12/2022	MARC- ONE SECURITY	£ 142.80	SAT MKT STEWARDS
19/12/2022	PLUSNET	£ 48.07	INTERNET TOWN HALL
19/12/2022	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES DEC 22 TOWN HALL
19/12/2022	CAPITA	£ 16,160.80	STAFF SALARY
19/12/2022	CAPITA	£ 300.00	CLLRS ALLOWANCES
20/12/2022	WORLDPAY (UK)LIMITED	£ 77.30	CARD MACHINE VIC
22/12/2022	CONF. CINQUE PORTS	£ 350.00	SUBSCRIPTION 22/23
22/12/2022	ANNETTE RUSSELL	£ 50.00	REFUND OF BRADERIE PAYMENT
22/12/2022	CHARTER TRUSTEES OF THE	£ 76.00	BLESSING OF THE SEAS MARGATE
22/12/2022	BUSINESS STREAM SCOTTISH	£ 82.00	WATER GR ALLOTS DEC 22
22/12/2022	CAPITA	£ 9,943.65	PAYE
23/12/2022	DEAL CHAMBER OF TRADE	£ 2,000.00	XMAS LIGHTS DEAL
28/12/2022	KCS PROFESSIONAL	£ 167.60	PHOTO COPY CHARGES T H
29/12/2022	CHANNEL FM	£ 717.47	TOWN HALL CLEANING
29/12/2022	MARC- ONE SECURITY	£ 100.80	SAT MKT STEWARDS
30/12/2022	SUEZ RECYCLING AND	£ 191.05	WASTE & RECYCLING TOWN HALL
30/12/2022	SHOGUN VEHICLE LEASING	£ 355.44	OFFICIALCAR LEASE
30/12/2022	NATWEST CHARGES	£ 73.58	NATWEST CHARGES
		£ 43,115.76	

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

List of Payments over £500 made between 01/12/2022 and 31/12/2022

Date Paid	Payee Name	Amount Paid	Transaction Detail
16/12/2022	ADM COMPUTER SERVICES	£ 846.11	COMPUTER SUPPORT T H
16/12/2022	CAPITA	£ 6,362.25	PENSION STAFF
19/12/2022	DOVER DISTRICT COUNCIL	£ 973.00	BUSINESS RATES DEC 22 TOWN HALL
19/12/2022	CAPITA	£ 16,160.80	STAFF SALARY
22/12/2022	CAPITA	£ 9,943.65	PAYE
23/12/2022	DEAL CHAMBER OF TRADE	£ 2,000.00	XMAS LIGHTS DEAL
29/12/2022	CHANNEL FM	£ 717.47	TOWN HALL CLEANING
		£ 37,003.28	

Mayor's Engagement List

29 th November	Hornby Hobbies Visit	Margate
8 th December	Charity Christmas Party	Deal
9 th December	Brigade of Gurkhas Concert	Romney
15 th December	Goodwin Academy Panto	Deal
18 th December	St Leonard's Carol Service	Deal
26 th December	Boxing Day Dip	Deal
18 th January	Twinning Meeting	Deal
21 st January	Confederation Meeting	Hythe

Deputy Mayor

26 th December	ACE Christmas Lunch	Deal
8 th January	Blessing the Seas	Margate
21 st January	Confederation Meeting	Hythe

MEMORANDUM

TO: Councillor C Turner, Chair of Deal Town Council and All Members

FROM: Nadine Miller, Climate Change & Communications Officer

SUBJECT: Climate Action timetable 2023-2024

DATE: 25 January 2023

Deal Town Council has declared a Climate Emergency and in 2022 employed the Climate Change Officer to lead on climate action to drive improvements to meet the ambition of being carbon neutral by 2025.

Following the declaration in 2019 there has been a full review of Town Hall operations and premises management. In addition, the Town Council has: measured its carbon footprint and undertaken works to address areas highlighted; invited schools to take part in a 'no idling' poster competition to raise awareness of air pollution; carried out a single-use plastic audit and is committed to reduce plastic pollution; created a Green Grant scheme to support local people, businesses and groups to become more environmentally friendly; explored a tree planting project across the town; joined i-Tree to establish a baseline for the number of trees in Deal and their location; extended Cycle Friendly Deal to promote car-free travel and tourism; invested in a litter-picking A-frame for the Undercroft to encourage people to work together to keep the town clean and raise awareness.

In February 2022 Full Council agreed the Carbon Reduction Strategy and Action Plan to reach that target. Here is the current climate action timeline detailing work already agreed by council in 2021 and 2022:

	Jan-23	F	M	A	M	J	J	A	S	O	N	D	Jan-24	F	M	A	M
Paper management - ongoing																	
Staff climate action training																	
Councillor climate action training																	
Event checklists																	
Committee checklists																	
Allotments water saving																	
Allotment review																	
Market review																	
Town Hall																	
Winter meeting programme																	
Jan/Feb booking of the Town Hall	to note																
Mayoral transport review																	
Council approved projects																	

Paper management: Ongoing review with road map for success submitted by April. To include the Town Hall, its operations, improved IT for councillors and staff for meetings,

agendas, minute taking, VIC leaflets, touch screen facilities for visitors, electronic and solar noticeboard in town.

Councillor and Staff climate action training – ensuring all staff and councillors are aware of the council's ambition and the strategy to get there.

Event check lists: Working with the Events Manager to establish best practice when planning and booking events that will help reduce our carbon footprint and share the council's commitment to tackle climate change

Committee Carbon Emission Check Lists: A tool to show the environmental impact of proposals, allowing committees to make recommendations in line with the climate strategy

Allotments Water Saving: To harvest water and to provide water storage for general use.

Allotment Review: To work with the Allotment officer, looking at how the allotments are run and how they can help us work towards our net zero target

Market review: Working with the Market Officer to support and share with traders ideas and funding to help them become plastic free, reduce waste and build our reputation of a clean, green market. Including improvements to the planters and to create a 'green roof' on the market container to improve biodiversity.

Town Hall: Continuing the programme of work to make the building more efficient.

Winter meeting programme: Explore how to make the schedule of meetings more energy efficient when the dates are secured in May

Jan/Feb bookings of the town hall: Energy efficiency when using the building (To note that research can now begin in the winter 2023 with the new zonal controls for heating in the Town Hall programmed for spring 2023)

Mayoral Transport Review – exploring what are the best options when the contract is ready for renewal.

Council approved projects – The climate officer is constantly reviewing the council's progress and will be bringing plans for 2023 - 2024 for consideration.

Work already carried out includes; liaising with and signposting local businesses to environmental initiatives and helping them change workplace behavior; sharing best practice and advice on simple steps to reduce carbon footprints; promoting and encouraging people to sign up for green grant funding; creating online campaigns, supporting and taking part in Green Week; promoting and supporting local action groups at Deal Saturday Market, in the noticeboards in the Undercroft and online.

The Climate Officer works for the whole council and whole council is responsible for the climate change declaration, the targets, and subsequent actions. Progress towards the

2025 net zero target is under constant review by the Climate Officer and actions needed to ensure the council achieves its aims will be submitted to council.

The Climate Officer will continue to share and support the work being done already in and around Deal. Climate action cannot be taken in isolation and the Town Council must be an exemplar of good practice, sharing what we are learning and help others make simple yet efficient choices to help us all reduce our carbon footprint.

Recommendation

For members to note this report

DEAL TOWN COUNCIL

MEMORANDUM

TO: Cllr C Turner Chairman of Deal Town Council
All members

FROM: Mrs L Crow Town Clerk

DATE: 18 January 2023

SUBJECT: Sculpture Project – Information to note

In 2021 the Council was bequeathed money from a resident of Deal, Mr Bill Elliott, for the purpose of purchasing a piece of sculpture to be erected in the town of Deal for the beautification of the town and/or the general benefit of its inhabitants.

The council set up a task and finish group of councillors and staff to start the initial exploration of this initiative.

The group started by exploring local sculptors in the area and scoping the town and seafront for possible suitable locations.

They received some interesting design ideas to be considered but not as many as they hoped so decided to widen their search before selecting 3 proposals for full council to make the final decision on.

The group have agreed the process for applications, and this will soon be available on the council's website.

The Communication Officer will be sending the invite for applications via the councils Facebook and Website, press and to relevant organisations and groups in Kent, and some nationwide, this also includes University's/Colleges.

The Communication Officer will also email DTC councillors the website link and press release for them to circulate to any contacts they may have.

The closing date for the Town Clerk to receive applications is Monday 13 March 2023. The group will meet shortly after this with the aim to submit recommendations for the sculpture to the March meeting of full council for decision.

**The minutes of the Transport and Infrastructure meeting
held on Wednesday 11th May 2022 starting at 7.15pm**

Present:

Cllr B Bano– Chairman
Cllr T Bond

Cllr M Eddy
Cllr O Richardson

Officers:

Committee Clerk: Laura Marney
Secretary: Una Finch

Others: 2 members of the public

1.	Chairman's opening remarks:	Actions
	The Chairman welcomed everyone to the meeting, read out the fire evacuation procedures and requested that all phones were put on silent.	
	Apologise for absence: Cllr Cronk, Cllr Rowbotham, Cllr Thompson, Cllr Stroud, Cllr Turner and Mr P Inch.	
	Declarations of interest: None received	
	Public Participation and Statements received: One member of the public spoke on Disabled Parking on Beach Street agenda item 6 (2). No statements were received.	
	Minutes of the Transport and Infrastructure meeting held on 16th March 2022 for approval and signing: Members RESOLVED: To accept the minutes of the Transport and Infrastructure meeting held on the 16 th March 2022 as a true and accurate record. The Chairman then signed the minutes. (P) ME (S) OR. 3 For, 1 Abstention, motion carried.	Chairman
	Correspondence received: 1)Traffic Calming St Leonards Road: Members RESOLVED: to add St Leonards Road to the Highways Improvement Plan for traffic calming measures and to tackle parking issues (P) ME (S) OR. All Agreed. 2)Deal Speaking Up Group Disabled Parking Beach Street: Members RESOLVED: the Chairman write to Dean Aldridge at DDC Parking Services setting out the concerns from Deal Speaking Up Group and asking him to review the spaces. The Chairman will advise Deal Speaking Up Group of any future developments. (P) BB (S) ME. All Agreed. 3)Deal Fairtrade Network-Signs in Deal: Members RESOLVED: the Chairman write to Steph Wadham at KCC to ask how feasible the signs would be and how it would be funded. (P) OR (S) ME. All Agreed.	Committee Clerk Committee Clerk Committee Clerk
	Highways Improvement Plan – Traffic Calming: Members RESOLVED: to identify blocks of the town to fit the relevant criteria to add to the Highways Improvement Plan for 20mph speed limits. Cllr Bond to supply the Committee Clerk some areas he has identified. (P) TB (S) ME. All Agreed.	Cllr Bond Committee Clerk
	Town Signage Fingerposts: Members RESOLVED: to move this item to private sessions (P) BB (S) TB. All Agreed.	

9.	Cycle Friendly Deal 2 Update: Members RESOLVED: to note the report and the Chairman to feedback to the committee on improving the usage of the E-Bikes for better results (P) BB (S) ME. All Agreed.	Chairman
10.	Deal Station Accessibility Update: The Committee Clerk gave a verbal update to the group. Members RESOLVED: the Clerk goes back to Mr Steve Cross at Southeastern requesting a more detailed report and time scale and brings it back to the next meeting. (P) ME (S) OR. All Agreed.	Committee Clerk
11.	White Cliffs Rail Community Rail Partnership: Cllr Richardson declared a VAOI as he is Chair of the WWCRP. Members RESOLVED: to note the report and Cllr Richardson to engage with partners to address staffing of the ticket office. (P) BB (S) ME. All Agreed.	Cllr Richardson
	Resolution to exclude the public: Members RESOLVED: To exclude the public on the grounds that the information to be discussed is of a confidential nature taken at 8.18pm. (P) ME (S) TB. All Agreed.	
12. (8.)	Town Signage – Fingerposts: Members RESOLVED: Sandown Castle Community Garden be abbreviated to Sandown Castle Garden. (P) ME (S) OR. All Agreed. To purchase from Broxap 5 new fingerposts: 4x Town Hall & Tourist Info symbol and 1 x Sandown Castle Gardens at a cost of £1,001 plus VAT (P) OR (S) ME. All Agreed To select Contractor C, Cinque ports construction Ltd to carry out the refurbishment of the Fingerposts, and to recommend to Full Council that the project proceed and the cost of the refurbishment is charged to the T&I budget. (P) OR (S) ME. All Agreed	Committee Clerk Committee Clerk Committee Clerk
	The Chairman closed the meeting at 8.27pm	
	Date of next meeting: Wednesday 13 th July 2022	

B. J. Barrow
8/12/2022

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

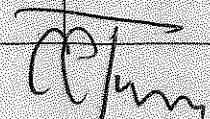
The Minutes of the Environment Committee Meeting held on Wednesday 12th October 2022
at Deal Town Hall at 7.15pm.

Present: Cllr C Turner (Chairman) Cllr M Eddy
Cllr T Thompson Cllr B Bano
Mr D Carey (Co-opted Member)

Officers: Mrs L Marney (Committee Clerk) Others: 1.
Miss J Harper (Asst. to the Town Clerk)

MINUTES

1	Chairman's opening remarks: The Chairman welcomed everyone to the meeting and read the fire evacuation procedures.	Chairman
2	Apologies for absence: Cllr S Beer, Cllr T Bond, Cllr S Carlyle and Cllr A Farrington.	Committee Clerk
3	Declarations of interest: None received.	
4	Public Participation: None	
5	The minutes of the Environment Committee meeting held on Wednesday 24th August 2022 for approval and signing: Members RESOLVED: To accept the minutes of the Environment Committee meeting held on 24 th August 2022 as a true and accurate record. (P) ME (S) CT. All Agreed. The Chairman duly signed the minutes.	Chairman
6	Carbon Reduction Strategy - Carbon Emission Balancing: Members RESOLVED: To thank the Climate Change Office and note the report. (P) BB (S) ME. All Agreed.	
7	Grant Scheme Update: Members RESOLVED: To note the report. (P) ME (S) BB. All Agreed.	
8	Big Green Week: Members RESOLVED: To note the report. (P) CT (S) BB. All Agreed.	
9	No Idling Poster Update: Following discussion Members RESOLVED: Not to close the campaign but to revisit and update it every 2-3 years. (P) ME (S) TT. All Agreed. Members further RESOLVED: To note the report. (P) CT (S) ME. All Agreed.	
10	iTree Survey Update: Members RESOLVED: To note the report. (P) BB (S) ME. All Agreed.	
11	Environment Committee Budget 2023/2024: Following lengthy discussion Members considered projects and the associated costs for the 2023/24 budget and RESOLVED: To request budget allocation for the following: <ul style="list-style-type: none"> • £10,000 to be allocated to Green Grants. • £5,000 to be allocated to Tree planting. • £770 for yearly carbon reduction audit. (P) ME (S) TT. All Agreed. Members further RESOLVED to ask the Climate Officer to explore the idea of purchasing an Air Quality Monitor for the Town Hall and that Committee members explore other projects & costings for the 2023/24 budget and report this information to the R.F.O two weeks before the Finance and General Purposes Committee meeting due to be held on 22nd November 2022. (P) ME (S) TT. All Agreed.	Climate Officer/R.F.O
	The Chairman closed the meeting at 8.38pm	





www.deal.gov.uk

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

The minutes of the Planning Committee held on Monday 7th November 2022 at 7.15pm

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

Officers: Mrs L Marney (Committee Clerk) 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 Stroud			Committee Clerk
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda. None received			
4	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. None received.			Committee Clerk
5	The minutes of the planning committee meeting held on 3rd October 2022 for approval and signing: Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 3 rd October 2022 as a true and accurate record. The Chairman duly signed the minutes. (P) ME (S) CT. 3 For, 2 Abs. Motion carried.			Chairman
6	Planning applications received:			Committee Clerk
	DDC Ref	Address	Proposal	Deal Town Council Decision
	22/01252	1 Bowser Close Deal CT14 9NF	Crown raise to 5 metres over the public highway of one Holm Oak the subject of Tree Preservation Order No 2 of 1965	Members RESOLVED: No Objection. (P) CT (S) ME. All Agreed.
	22/01151	Flat 2, 6 Prince Of Wales Terrace Deal CT14 7BU	Installation of 9no. replacement windows	Members RESOLVED: No Objection. (P) SC (S) ME. All Agreed.
	22/01248	Land Between 19 St Augustines	Erection of 1no. detached dwelling with associated	Members RESOLVED: Objection. Due to concerns of traffic movement and


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	Road And 54 St Martins Road Deal CT14 9NZ	parking and landscaping	await to see opinion of KCC Highways. (P) ME (S) TG. All Agreed.
22/01262	42 Southwall Road Deal CT14 9QA	Erection of a single storey rear extension, Juliette balcony to side elevation and installation of 3no. rooflights to facilitate loft conversion	Members RESOLVED: No Objection. (P) SC (S) CT. All Agreed.
22/01275	Garage Block In The Centre Of Cavell Square Deal CT14 9HP	Erection of 3no. detached dwellings with associated parking (existing garages to be demolished)	Members RESOLVED: No Objection. (P) SC (S) ME. All Agreed.
22/01283	21 Western Road Deal CT14 6RX	Conversion of existing outbuilding to annexe for dependent relative	Members RESOLVED: Objection. No Flood Risk Assessment. Condition already exists in Western Road area that no ground floor living accommodation to be granted. (P) SC (S) ME. All Agreed.
22/01284	23 High Street Deal CT14 7AA	Erection of a first floor extension to create a self- contained flat	Members RESOLVED: No Objection. Recommend a construction management plan is in place due to the difficulties of this site. (P) SC (S) TG. All Agreed.
22/01243	44-46 Mill Hill Deal CT14 9EW	Sub-division of existing building into 2no. residential dwellings with alterations to windows and doors, insertion of 2no. front steps, erection of bin/cycle stores, 2m high fence with associated parking and electric charging points (existing garage and single storey side extension to be demolished)	Members RESOLVED: No Objection. (P) ME (S) SC. 2 For, 1Abs, 1 Against. Motion carried.
22/01172	22 London Road Deal CT14 9TB	Creation of vehicular access and driveway	Members RESOLVED: No Objection. (P) CT (S) ME. All Agreed.

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		(existing wall to be demolished)	
22/01316	31 Union Road Deal CT14 6EA	Erection of a rear single storey extension	Members RESOLVED: No Objection. (P) ME (S) SC. All Agreed.
22/01317	31 Union Road Deal CT14 6EA	Erection of a single storey rear extension	Members RESOLVED: No Objection. (P) ME (S) SC. All Agreed.
22/01274	48 Victoria Road Deal CT14 7BQ	Replacement windows to front elevation and reglazing of existing front door	Members RESOLVED: No Objection. (P) SC (S) ME. All Agreed.
22/01290	55 Tormore Park Deal CT14 9UR	T1 Quercus robur - overall crown reduction of 3-3.5 (approximately) metres; T2 Quercus ilex - partial crown reduction of a maximum of 4.5 metres, both subject of Tree Preservation Order No 2 of 1965	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.
22/01328	112 Sandown Road Deal CT14 6NX	Erection of fence to front elevation	Members RESOLVED: No Objection. (P) ME (S) SC. All Agreed.
22/01332	1 Sunnyside Cottages Anchor Lane Deal CT14 6AJ	Erection of single storey side extension and insertion of 2no. skylights	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.
22/01315	54 Albert Road Deal CT14 9RB	Erection of a pair of semi-detached dwellings, a two-storey building containing 2no. self-contained flats, retaining 1no. existing building and associated parking (1no. existing building to be demolished)	Members RESOLVED: Objection. Over intensive development and untenable parking scheme. (P) ME (S) CT. All Agreed.
22/01337	28 Claremont Road Deal CT14 9TX	Erection of a single storey rear extension and 3no. rooflights	Members RESOLVED: No Objection. (P) SC (S) TG. All Agreed.
22/01385	Land Rear Of 20 To 34 Western	Variation of condition 2 (approved plans)(Members RESOLVED: Objection. Contravenes bedroom accommodation at

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	Road Deal CT14 6AP	to provide single storey additions to side of dwellings) of planning permission DOV/21/01113 (Erection of 3no. detached dwellings with associated landscaping, bin and cycle storage, car parking and vehicular access (existing buildings and part boundary wall to be demolished)) (application under Section 73)	ground level this contributes to over development of the site. (P) SC (S) CT. All Agreed.	
22/01345	12 King Street Deal CT14 6HX	Erection of a four storey building incorporating 3no. retail units (Use Class E) and 16no. self-contained flats (existing building to be demolished)	Members RESOLVED: Objection. 1) To demolition of existing building unless a condition for complete photographic record of art deco interior is applied. (P) ME (S) SC. All Agreed 2) Design of building not appropriate within the conservation area. (P) ME (S) SC. 3 For, 1 Against. Motion carried.	
22/01387	122 High Street Deal CT14 6BB	Installation of PV panels to existing garage	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.	
22/01388	122 High Street Deal CT14 6BB	Installation of PV panels to existing garage	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.	
7	Local Plan Update: Members RESOLVED: Cllr Turner agreed to draft a response on behalf of the Planning Committee regarding points discussed on DDC Local Plan and circulate to members for input before submission to Full Council. Chair undertook to write to DDC Head of Planning concerning consultation arrangements with Deal Town Council and the public. (P) SC (S) ME. All Agreed.			Cllr Turner/ Committee Chairman
8	DDC Planning Meeting Update: Members RESOLVED: To note the information. (P) TG (S) ME. All Agreed.			

9	DDC decisions: Members RESOLVED: To note the information. (P) ME (S) CT. All Agreed.	
	The Chairman closed the meeting at 9.23pm	

22/01415	19 Lister Close Deal CT14 9AN	Erection of single storey rear extension and replacement of existing window with doors	Members RESOLVED: Objection due to bulk, height and proximity to neighbours boundary. (P) SC (S) CT. 4 For, 1 Against. Motion carried.
22/00749	Deal Police Station 43 London Road Deal CT14 9TE	Change of use and conversion of existing building to create 3no. terraced dwellings and erection of one pair of semi-detached dwellings with associated parking (part demolition of existing building)	Members RESOLVED: Objection. Overdeveloped site. Insufficient access for emergency services. In appropriate parking and lack of green space. (P) CT (S) ME. All Agreed.
22/01438	Magness House 81 Mill Hill Deal CT14 9EW	Change of use to dwellinghouse (use class C3)	Members RESOLVED: No objection. (P) ME (S) TG. All Agreed.
22/01400	Trinity Methodist Church Union Road Deal CT14 6EA	Extension of existing vehicle access, installation of bollard and security lighting to front and side elevations (part retrospective)	Members RESOLVED: Objection due to light pollution causing distress to local residents and the DTC Planning Committee supports the residents' objection. (P) CT (S) ME. All Agreed.
22/01365	83 Beach Street Deal CT14 6JB	Replacement windows, glazing alterations to entrance lobby and insertion of commercial flue to rear	Members RESOLVED: No Objection. (P) CT (S) AS. All Agreed.
22/01366	83 Beach Street Deal CT14 6JB	Alterations to incl. erection of partitions & structural repair of beam to cellar; enlargement of existing opening & erection of draught lobby to ground floor; installation of extract vent to rear; replacement of 3no windows to front elevation & 1no window to rear.	Members RESOLVED: No Objection. (P) CT (S) AS. All Agreed.

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22/01431	15 Princes Street Deal CT14 6DH	Erection of a two storey rear extension, first floor rear terrace with railings and replacement roof	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.
22/01436	23 Charles Road Deal CT14 9AT	Erection of single storey and two storey rear/side extensions incorporating balcony with balustrade, render and cladding to existing elevations (existing conservatory to be demolished)	Members RESOLVED: No Objection. (P) ME (S) CT. All Agreed.
22/01464	141 Rectory Road Deal CT14 9NP	Erection of single storey side extension (existing side extensions to be demolished)	Members RESOLVED: No Objection. (P) AS (S) ME. All Agreed.
22/01460	The Farrier Freehouse 90 Manor Road Deal CT14 9DB	Erection of a timber framed structure over existing outdoor seating area (retrospective)	Members RESOLVED: No Objection. (P) TG (S) AS. 2 For, 2Abs. Motion carried.
22/01409	Land South West Of Sholden Drive Sandwich Road Sholden CT14 0AD	Reserved Matters application for the details landscaping, layout, scale, and appearance pursuant to outline permission DOV/21/00402 for the erection of 110 dwellings and associated car parking and infrastructure	Members RESOLVED: Objection. Deal Town Council fully supports the comments submitted by Sholden Parish Council regarding this application, that there is no alternative emergency access route for this proposed development of more than 50 dwellings. Flooding concerns that sewage from the proposed development is disposed of via the main sewage pipe under the A258. As has been well documented elsewhere in planning and wider DDC policies (and including, by its own admission, Southern Water), the capacity of the of the sewage disposal system in the Sholden/Deal area (Albert Road) and that no Archaeological Report has been submitted. (P) ME (S) AS. All Agreed.

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22/01283	21 Western Road Deal CT14 6RX	Conversion of existing outbuilding to day room for dependent relative (including external alterations)	Members RESOLVED: Objection. Over development. No Flood risk assessment done. Support neighbours comment on lack of drainage. If granted by DDC condition applied that prohibits overnight stays. (P) ME (S) TG. All Agreed.
22/01462	St Marys Roman Catholic Primary School St Richards Road Deal CT14 9LF	Erection of school building with associated parking, cycle parking, solar panels to roof, sports facilities, 3m fencing, 1.2m fencing/gate and landscaping (existing school building to be demolished)	Members RESOLVED: No Objection. (P) SC (S) ME. All Agreed.

7 Premises Licence application received:

REF	ADDRESS	PROPOSAL	DECISION
Premises Licence	No Name Shop 110 High Street Deal CT14 6EE	Grant Premises Licence Sales of Alcohol Monday to Sunday 08.30 to 16.00 17 th to 23 rd December each year until 17.30	Members RESOLVED: No Objection. (P) SC (S) ME. All Agreed.

8 DDC decisions: Members RESOLVED: To note the information.
(P) CT (S) ME. All Agreed

The Chairman closed the meeting at 8.40pm

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ATTACH 15

Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR,
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The Minutes of the Finance & General Purposes Committee Meeting held at Deal Town Hall on
Tuesday 22nd November 2022 at 7.15pm

Present: Cllr D Cronk (Chairman) Cllr S Beer (Vice-Chairman)
Cllr C Turner (Ex officio) Cllr B Bano
Cllr M Eddy Cllr T Grist
Cllr T Bond Cllr C Oliver

Officers: Mr P Bone (Responsible Finance Officer/Deputy 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 and to switch phones off or to silent.	Chairman
2	Apologies for absence: Cllr E Rowbotham	
3	Declarations of interest: None received	
4	Statements received from members of the public on items relating to the agenda to be circulated at the meeting: None	
5	The minutes of the previous Finance & General Purposes Committee meeting held on 11th October 2022 for approval and signing: Members RESOLVED: To accept the minutes of the Finance & General Purposes meeting held on the 11 th October 2022 as a true and accurate record. The Chairman then signed the minutes. (P)ME (S)TB 7 for, 1 abstention. Agreed.	Chairman
6	Finance: Income & Expenditure figures and Full Bank reconciliation up to the 30th September 2022: Members RESOLVED: To note the Income & Expenditure figures and Full Bank reconciliation to 30 th September 2022 . (P)ME (S)TG. All Agreed.	
7	Undercroft Bookings report: Following Debate Members RESOLVED: To allow 12 stalls each week at £10 per week in the undercroft on Saturdays (This would include 1 6ft table). These will be for regular traders and managed in the same way as the other 36 regular traders. To allow an additional 3 tables for charities/local organisations to be used for free. The number of tables for the charities/local organisations to be increased if the space is not being used by paying traders. To stop the dedicated pitch on the Saturday Market which was put in place whilst the Undercroft was closed. These changes to start from January 2023. (P)SB (S)CO All agreed.	Market Officer
8	Saturday Market Assistant: Following Debate Members RESOLVED: To employ a Saturday Market Assistant funded from the market profits to provide a regular service and holiday cover. Hourly rate to be the National living wage hourly rate as updated from time to time. (P)CO (S)SB 7 for, 1 abstention. Agreed.	Town Clerk/ RFO
9	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)ME (S)SB All Agreed.	

10	<p>Draft Budget 2023/ 24:</p> <p>1) Warm Spaces: Members RESOLVED: To add a budget line for Warm Spaces 2023 with a budget of £10,000 (P)BB (S)SB 4 for, 2 Against, 2 Abstentions Agreed.</p> <p>2) Capital Fund: Members RESOLVED: To move the £26,189 in the Capital Fund via the General reserve to a new 'Projects Reserve' that can be used for additional Committee projects id approved by Full Council(P)SB (S)BB 6 for, 2 abstentions. Agreed</p> <p>3) Budget 2023/24: Following Debate Members RESOLVED: That with the addition of the £10,000 budget line for warm spaces and the £26,189 Project Reserve EMR, that the budget as presented by the RFO is recommended to Full Council for agreement. (P)DC (S)SB 5for, 2 against, 1 abstention. Agreed.</p>	
	<p>Chairman closed the meeting at 8.45 Date of the next F & GP Committee Meeting: 24th January 2023</p>	