



**To all Councillors:** You are hereby summoned to attend a meeting of Full Council at the Town Hall on Tuesday 25 July 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 24 July 2023 by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to all councillors present at the meeting and become part of the public record of the meeting, names will be redacted.

**Mrs. L Crow - Town Clerk**

**Date:** 18 July 2023

### AGENDA

1	<b>Chairperson' s opening remarks:</b>	Chairperson
2	<b>Apologies for absence received:</b>	Town Clerk
3	<b>Declarations of interest:</b> To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
4	<b>The minutes of the Full Council meeting held on 27 June 2023 for approval:</b> Decision required	Attach. 2
5	<b>Public Participation and Statements received:</b> 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	<b>Report on possible closure of Richborough &amp; Deal Household Waste &amp; Recycling Centres:</b> Decision required	Attach. 3
7	<b>Recommendation from the Environment Committee:</b> (a) Thermal Imaging Camera: Decisions required	Attach. 4
8	<b>Recommendation from the Finance &amp; General Purposes Committee:</b> (a) New Grant Stream: Decision required	Attach. 5
9	<b>Recommendations from the Transport &amp; Infrastructure Committee:</b> (a) District Bus Forum: Decision required (b) Co-opted Member for T&I Committee: Decision required	Attach. 6 Attach. 7
10	<b>List of payments including payments exceeding £500 for approval and signing from the 1 May to 31 May 2023:</b> Decision required	Attach. 8
11	<b>DDC consultation on draft Air Quality Action Plan:</b> Decision required	Attach. 9
12	<b>Recommendation from Cllr B Bano regarding Dover Intake Centre:</b> Decision required	Attach.10
13	<b>KALC Annual General Meeting November 2023:</b> Decision required	Attach.11
14	<b>Warm Spaces:</b> For information	Attach.12
15	<b>Confirmation of Deputy Mayoress 2023/24:</b> For information	Attach.13
16	<b>Womens Football Tournament update:</b> For information	Attach.14
17	<b>Deal Town Council Committee Minutes:</b> Information to note. (a) The minutes of the Planning committee meeting held on 05.06.23 (b) The minute of the Transport & Infrastructure committee meeting held on 15.03.23 (c) The minutes of the Finance & General Purposes committee meeting held on 21.03.23.	Attach.15 Attach.16 Attach.17
	<b>Date of next Full Council meeting:</b> Tuesday 26 September 2023	

**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.

The Minutes of the Full Council meeting held at the Town Hall on Tuesday 27 June 2023  
at 7.15pm.

Present: Cllr O Richardson (Chairperson) Cllr A Friend (Vice Chairperson)  
Cllr B Bano Cllr S Cullen  
Cllr S Beer  
Cllr T Bond Cllr P Findley  
Cllr M Cronk Cllr P Jull  
Cllr D Cronk Cllr D Parks  
Cllr M Eddy Cllr M Walters

Officers: Mrs L Crow (Town Clerk) Other: 2 Members of Public  
Mr P Bone (Responsible Finance Officer)

### MINUTES

1	<p><b>Chairperson' s opening remarks:</b> Cllr Richardson welcomed all to the meeting and advised of the fire safety evacuation instructions, asking all present to turn their mobile phones off or to silent. He stated it had been a very interesting and lovely month as Mayor and that he had attended numerous events that included ones to mark Armed Forces week.</p> <p>Cllr Richardson announced that his Mayoress for the municipal year was his wife Mrs MaryAnn Richardson, and his Mayoral Chaplain is Canon Carl-Fredrik Arvidsson.</p>	
2	<p><b>Apologies for absence received:</b> Cllr L Craggs due to a prior commitment and Cllr S Brookfield as he was in the process of moving.</p>	
3	<p><b>Declarations of interest:</b> Cllr A Friend declared a VAOI for agenda item 16 as he was the cousin to Mr Elliott. Cllr T Bond declared a VAOI for agenda item 14 as he is a Kent County Councillor.</p>	
4	<p><b>The minutes of the Annual Meeting of the Council meeting held on Tuesday 23 May 2023 for approval:</b> Members RESOLVED: To accept the minutes as a true and accurate record. (P) DC (S) AF All agreed. The Chairperson duly signed the minutes.</p>	
5	<p><b>Public Participation and Statements received:</b> No statements were received.</p>	
6	<p><b>Elect Deputy Chairperson/Deputy Mayor:</b> The Chairperson called for nominations for Deputy Chairperson/Deputy Mayor. Proposals were received for Cllr Bond and Cllr Friend.</p> <p>Cllr Beer raised concern that Cllr Bond was the Chairperson of a neighbouring council so there was potential for a conflict of interest and asked that her concern be minuted.</p> <p>Members then went to the vote.</p> <p>Cllr T Bond (P) AF (S) PJ 5 for, 6 against – motion falls Cllr A Friend (P) ME (S) SC 6 for, 0 against, 6 abstentions</p> <p><b>RESOLVED:</b> Cllr A Friend is elected as the Deputy Chairperson/Deputy Mayor for the municipal year.</p> <p>Cllr Friend read out the declaration and signed the acceptance of office</p>	

7	<b>Town Plan:</b> Members RESOLVED: To adopt the Town Plan and that the actions listed on pages 24 to 28 go to the relevant committees for action. (P) DC (S) BB 12 for 1 abstention	Town Clerk R.F.O Committee Clerk
8	<b>Rehabilitation Services in Deal correspondence received:</b> Members RESOLVED: To agree to note the correspondence and take no further action. (P) SB (S) PJ All agreed	
9	<b>Annual Governance &amp; Accountability Return 2022/23:</b>  (a)Annual Governance Statement 2022/23: Members RESOLVED: To move recommendation A as follows; that assertions 1, 2, 3, 4, 5, 6, 7 & * are answered YES. That assertion 9 is answered NA. That the Chairperson of the Council and the Town Clerk are authorised to sign Section1 – Annual Governance Statement 2022/23 for Deal Town Council. (P) DC (S) SB All agreed  (b)Accounting Statement 2022/23: Members RESOLVED: To move recommendation B as follows; To agree the Accounting Statements 2022/23. That the Chairperson of the Council is authorised to sign Section 2 – Annual Accounting Statements 2022/23 for Deal Town Council. (P) DC (S) TB All agreed	Chairperson Town Clerk R.F.O  Chairperson R.F.O
10	<b>List of payments including payments exceeding £500 for approval and signing from the 1 April to 30 April 2023:</b> Members RESOLVED: To note the report. (P) DC (S) ME All agreed	
11	<b>Risk Management Schedule:</b> Members RESOLVED: To agree and accept the Financial Risk Management Schedule 2023-2024. (P) DC (S) SB All agreed	R.F.O Town Clerk
12	<b>Paper Management Review:</b> Members RESOLVED: To note the report and allocate a budget of £1,500 for a portable screen to show agendas for members of the public to view at council meetings. To delegate authority to the R.F.O to purchase screen, subject to obtaining three quotes. (P) SB (S) DC All agreed	R.F.O
13	<b>Confederation of Cinque Ports Champion:</b> Members RESOLVED: That Cllr D Cronk would be the councils Cinque Ports Champion for this 4-year election term. (P) DC (S) SB 12 for 1 abstained	Town Clerk Cllr D Cronk
14	<b>Report on possible closure of Richborough Household Waste &amp; Recycling Centre:</b> Members RESOLVED: The Chairperson of the council writes a strong letter of objection on any closure of recycling centres and reduction of service, particularly Richborough and Deal. Advising that this contradicts Kents Climate Emergency/Change strategy. (P) SB (S) DP 6 for, 5 against, 1 abstention  Cllr Richardson stated that he would circulate his draft letter to all councillors before sending.	Chairperson
15	<b>Report on links with Deal's twin town of St-Omer:</b> Members RESOLVED: To promote the Deal Town Council grant available for twinning activities and discuss options for a trip to St-Omer for representatives of local groups to meet their opposite numbers with a view to making links. (P) PJ (S) SB 12 for, 1 against	
16	<b>Donation of Commemorative Mirror:</b> Cllr Friend left the meeting. Cllr Cullen left the meeting. Members RESOLVED: That the Chairperson of the Council writes to Mrs Morgan to thank her, but to decline the offer of accepting the donation of the mirror. (P) BB (S) SB 8 for, 2 against Cllr Friend and Cllr Cullen returned to the meeting	Chairperson

17	<p><b>Outside Body Representative report for Deal Speaking Up Group:</b> Members RESOLVED: To note the report. (P) BB (S) PJ All agreed</p>	
18	<p><b>Deal Town Council Committee Minutes:</b> Members RESOLVED: To note the minutes of the Planning committee meeting held on 02.05.23 and the minutes of the Environment committee meeting held on 12.04.23. (P) DC (S) ME All agreed</p>	
	<p>Members RESOLVED: To exclude the public on the grounds that the information to be discussed is of a confidential nature. (P) DC (S) ME All agreed</p> <p>The public left the meeting</p>	
19	<p><b>Communications Policy:</b> The Chairperson gave an update on the Communications Policy and advised that Code of Conduct and Social Media training for Councillors would be in July.</p> <p>The meeting closed at 8.30pm</p>	

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson – Chairperson of Deal Town Council  
Deal Town Councillors  
**FROM:** Mrs. Lorna Crow – Town Clerk  
**DATE:** 13 July 2023  
**SUBJECT:** Possible closure of Richborough and Deal Household Waste & Recycling Centres

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At last month's meeting of full council members considered a report from Cllr Richardson regarding the possible closure of Richborough Household Waste and Recycling Centre.

Members RESOLVED: The Chairperson of the council writes a strong letter of objection on any closure of recycling centres and reduction of service, particularly Richborough and Deal. Advising that this contradicts Kents Climate Emergency/Change strategy.

At that time there were 3 options that KCC were considering to make savings. This was due to the government decision to prohibit authorities from charging for non-household waste materials at HWRCs. The government also made it clear that local authorities would not receive additional funding resulting from that decision. Deal HWRC was included within the 3 options for closing two days a week.

KCC has now decided that due to increased demands, it is no longer recommended that multiple sites should be considered for a two-day mid-week closure as an alternative to a permanent site closure. They advise that this would result in the overall booking capacity of the HWRC network being reduced to an unsustainable level.

For this reason, KCC have changed the proposed options and there are now four that will go to public consultation. Two of these include closing Deal HWRC.

These are as follows.

Option 1: Closure of Faversham, Maidstone (Tovil), Dartford and Richborough

Option 2: Closure of Faversham, Maidstone (Tovil), Dartford and Deal

Option 3: Closure of Faversham, Maidstone (Tovil), Swanley and Deal

Option 4: Closure of Faversham, Maidstone (Tovil), Swanley and Richborough

This public consultation will run for 10 weeks and is expected to start during the summer, although a date has not been confirmed yet.

As members will be aware Faversham Town Council is demonstrating against the proposed closure of Faversham HWRC at County Hall, Maidstone. They have planned two dates for this, one was on 13 July and the next one will be on Thursday 21 September meeting at 8am outside County hall at the side entrance (what3words ship/stores/admiral). They have invited Deal Town Councillors and members of the public to join them.

**Recommendation:**

- As it is possible the consultation will fall outside of the councils meeting schedule to delegate authority to the Town Clerk in liaison with the Chairperson of the Council to respond to the consultation advising that Deal Town Council strongly object to the proposed closure of Deal HWRC.
- Members to consider any further action they wish to take.

Objection to the possible closure of Richborough household waste & recycling centre



12/06/23

**Decision required:** Members to consider this report and recommendations.

**DEAL TOWN COUNCIL  
MEMORANDUM**

To: Cllr O Richardson, Chairperson of the Council and all members  
From: Nadine Miller, Climate Change & Communications Officer  
Date: 12 July 2023  
**Subject:** Recommendation from the Environment Committee re Thermal Imaging Camera

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At the June meeting of the Environment Committee, members considered a report that I had submitted regarding a Thermal Imaging Camera. The committee RESOLVED: To remit this agenda item to Full Council.

For this reason, please see below the report that was tabled at the June Environment Committee, this has been slightly updated to include information received from a councillor, this is shown with a title called update in bold.

The Environment Committee has been considering purchasing a thermal imaging camera since February 2022 with reports submitted from officers recommending that a camera is not purchased. An updated report on the thermal imaging camera item was submitted to the Environment Committee meeting held on Wednesday 12 April 2023. Following a discussion Members RESOLVED: *To defer the decision to the first meeting of the 2023/24 Environment Committee, and to include the following considerations:*

- *DTC purchasing a Thermal Imaging camera.*
- *Hiring the equipment from Walmer Town Council.*
- *Training Councillors and volunteers to operate a camera.*

**Please see overleaf the paper presented at April's Environment Committee for councillor information.**

Referring to the considerations above, here are my conclusions and recommendations.

**DTC purchasing a thermal imaging camera**

As outlined in April's paper to the Environment Committee, purchasing a thermal imaging camera is not a one-off purchase of equipment, it would be an initiative that would need management, training, and dedicated officer time.

To deliver this project safely and efficiently, and due to the scale of the initiative, an officer would need to be appointed to manage the project. There is no capacity with current staff workloads and the Town Clerk would need to assess the feasibility of recruiting an additional staff member to run this project.

The cost of a suitable thermal imaging camera starts at around £1,000 with annual maintenance of approximately £100. The cost of training is £1,695 for Category 1, which covers the basics of infrared, how to operate the camera under different conditions, how to do an appropriate judgement of the measurement situation in the field and identify potential error sources.

Take up in Walmer is just over 2% of the population, if this was replicated in Deal it would mean approximately 416 home visits. With five visits an evening, it would take at least 80 sessions, requiring two members of staff which would cost 500 staff hours. This does not include time that would be needed to compile reports after each visit, promoting the scheme or managing and arranging the visits.

Ahead of signing up to the survey, residents would need to share their previous energy usage. After the survey they would be asked to share any changes that were made to the property and the



officer would follow up every six months and request updated energy bills, for at least a year, to discover the impact of the thermal imaging camera survey.

**Update:** Following the meeting in June a councillor has suggested purchasing two smartphone adaptors instead of a camera to reduce cost. However, these would not be accessible to all residents and would be subject to the same project management as detailed above.

**Climate Change Officer recommendation:** Deal Town Council does not purchase a thermal imaging camera, or smartphone adaptors, but continues to signpost residents to energy saving projects through the council's website and social media.

### **Hiring the equipment from Walmer Town Council**

I have explored how other councils are sharing thermal imaging cameras. Frome Council promotes an independent scheme, and in Kent, Eynsford Parish Council were lent a thermal camera from Sevenoaks District Council that they offer residents to borrow. This requires a £20 deposit.

I have contacted Walmer Town Council which already has a thermal imaging camera, to explore the possibility of a partnership. They have confirmed:

- Deal Town Council are unable to borrow their thermal camera to allow Deal residents to hire it out
- WTC are unable to carry out the survey for Deal residents on our behalf due to staffing capacity

**Climate Change Officer recommendation:** A partnership with Walmer Town Council is not possible at this time.

### **Training Councillors and volunteers to operate a camera.**

If a project officer was appointed by DTC they would need to recruit, train, and manage a team of volunteers who would carry out thermal imaging surveys of peoples' homes. House visits would need to be coordinated geographically and at times most convenient for residents.

The officer managing the survey appointments would need to pass on addresses of residents to volunteers. This is contrary to Deal Town Council's GDPR so additional IT and training would be required. Volunteers would also be required to enter people's homes so would need DBS checks and undertake safeguarding training.

Volunteers would need to work in pairs for safety reasons and after each survey, they would need to compile a report based of their findings which would be sent to the household via the officer.

Ahead of signing up to the survey, residents would need to share their previous energy usage. After the survey they would be asked to share any changes that were made to the property and the officer would follow up every six months and request updated energy bills, for at least a year, to discover the impact of the thermal imaging camera survey.

Former link councillor to East Kent Climate Actions, Christine Oliver, reported that EKCA has some capacity and willingness within their membership to attend cascaded training and undertake thermal imaging camera surveys as part of a project to help homes and businesses reduce their bills and climate impact.

**Climate Change Officer recommendation:** Encourage interested organisations to apply for a grant from DTC annual grants scheme to purchase a thermal imaging camera.

## Summary

The introduction of a thermal imaging does not meet the council's commitment to becoming a carbon-neutral organisation by 2025. It would not impact on the town council's carbon footprint as it does not relate directly to the Town Council and its estate.

## Recommendations as listed above:

- 1) Deal Town Council does not purchase a thermal imaging camera.
- 2) Continue to signpost residents to energy saving projects through the council's website and social media.
- 3) Invite interested organisations to apply for a grant from DTC annual grants scheme to purchase a thermal imaging camera.

**Decisions required:** Committee members to consider the Climate Change Officer's recommendations.

Thermal Imaging Camera Update 14 June 2023



**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr O Richardson - Chairperson of Deal Town Council,  
All Council Members  
**From:** Paul Bone. Responsible Finance Officer  
**Date:** 14<sup>th</sup> July 2023  
**Subject:** Recommendation from the Finance & General Purposes Committee for a new grant stream to be approved

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At the July meeting of the Finance & General Purposes Committee a recommendation to allocate £2,000 from the 2023-24 Grants Budget to a new 'City of Sanctuary' Grant Stream and request that the R.F.O. brings draft guidelines to the next meeting outlining proposals for a separate Grant Stream to support asylum seekers and refugees within the Deal wards was considered.

Following debate members RESOLVED: To recommend to Full Council that a separate Budget of £2,000 is allocated from the 'General Reserve' for a new Grant Stream that is to promote community cohesion and supports asylum seekers and refugees within the Deal Wards.

**Recommendations:**

- 1) To consider and agree the recommendation from the Finance & General Purposes Committee that a separate Budget of £2,000 is allocated from the 'General Reserve' for a new Grant Stream that is to promote community cohesion and supports asylum seekers and refugees within the Deal Wards.
- 2) That the R.F.O. and appropriate Officers produce draft guidelines for a new Grant Stream that is to promote community cohesion and supports asylum seekers and refugees within the Deal Wards to be considered at the next meeting of F&GP.

**Decision Required:**

Members to consider the above recommendations.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr Oliver Richardson – Chairperson of Deal Town Council; All Council members  
**From:** Laura Marney - Committee Clerk  
**Date:** 13<sup>th</sup> July 2023  
**Subject:** District Bus Forum

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At April's Full Council meeting considered a recommendation from the Transport & Infrastructure committee to start a bus forum. Members RESOLVED: To consult with the key stakeholders listed in the draft terms of reference including the Dover District Council to seek their views if they want to participate in this proposed forum.

Following this decision, the Committee Clerk contacted all the relevant stakeholders. However, the Transport and Parking Services Manager at Dover District Council advised that they would shortly be starting to arrange District Local Bus Forums via Teams which will include Officers from KCC and from Stagecoach, and that Town Council representatives would be invited to attend these meetings. It is expected that Parish Council representatives will also be invited.

Members considered this at the July Transport & Infrastructure Committee meeting and resolved to make the following recommendation to Full Council.

**Recommendation:**

- Deal Town Council does not set up an additional forum
- Cllr Ben Bano from the T&I Committee be the DTC representative on the District Bus Forum.

**Decision required:**

Full Council to accept the above recommendation from the Transport & Infrastructure Committee.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr Oliver Richardson, Chairperson of Deal Town Council; All Council members  
**From:** Laura Marney – Committee Clerk  
**Date:** 13<sup>th</sup> July 2023  
**Subject:** Co-opted Member for T&I Committee

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At the July Transport & Infrastructure Committee, members considered a request from Cllr Bano that Chrissie Dubber from the Deal Speaking Up Group becomes a co-opted member on the T&I Committee.

*Members RESOLVED: To accept the Chairperson's recommendation for Chrissie Dubber to become a co-opted member on the Transport & Infrastructure Committee and to submit this to July's Full Council for final approval.*

**Recommendation:**

The Transport & Infrastructure Committee recommends to Full Council that Chrissie Dubber becomes a co-opted member of the Transport & Infrastructure Committee for this municipal year.

**Decision required:**

Committee to accept the recommendation from the Transport & Infrastructure Committee.

## Deal Town Council - Nat West Combined A/C's

## List of Payments made between 01/05/2023 and 31/05/2023

Date Paid	Payee Name	Transaction Detail	Amount Paid
04/05/2023	LINDAS	KITCHEN GOODS TOWN HALL	£ 62.05
05/05/2023	RYAN ROGERS GARDEN	ALLOT MAINT PARK AVENUE	£ 145.00
05/05/2023	RYAN ROGERS GARDEN	ALLOT MAINT MILL ROAD	£ 145.00
05/05/2023	RYAN ROGERS GARDEN	ALLOT MAINT GOLF ROAD	£ 110.00
05/05/2023	RIALTAS BUSINESS SOL	ALLOTS SUPPORT & MAINT.	£ 150.63
09/05/2023	VODAFONE BUSINESS	WORK MOBILE PHONES	£ £96.91
09/05/2023	WEDDING HIRE	REFUND OF OVERPAYMENT	£ 100.00
11/05/2023	GLOBAL4 TELECOM	LANDLINE TOWN HALL	£ 190.16
11/05/2023	WALKER HIGHWAYS	ROAD CLOSURES SAT MKT	£ 1,650.00
11/05/2023	MARC- ONE SECURITY	SAT MKT STEWARDS	£ 159.60
12/05/2023	CHRIS TURNER MAYOR	CORONATION EXPS	£ 208.90
12/05/2023	H.K.STAROC TECHN	LAPTOP BAGS CLLRS	£ 350.00
15/05/2023	JEFFREY NORTON	BATTERIES FOR E BIKES	£ 3,720.00
15/05/2023	NATWEST CHARGES	NATWEST BANKLINE	£ 49.55
17/05/2023	KCS PROFESSIONAL	PHOTO COPIER RENTAL T. H.	£ 161.44
17/05/2023	ADM COMPUTER SERV	STANDARD CONTRACT	£ 614.70
17/05/2023	CHRIS TURNER MAYOR	CORONATION EXPS	£ 130.00
18/05/2023	PLUSNET	INTERNET TOWN HALL	£ 48.07
18/05/2023	BUSINESS STREAM	WATER TOWN HALL	£ 81.41
18/05/2023	CAPITA	PENSION BACS	£ 5,191.10
19/05/2023	WORLDPAY	CARD MACHINE VIC	£ 53.99
19/05/2023	DOVER DIST. COUNCIL	BUSINESS RATES TOWN HALL	£ 1,119.00
19/05/2023	RYAN ROGERS GARDEN	TREE REM GOLF ROAD	£ 280.00
19/05/2023	TW SERVICES	SHIP HIRE - TOWN HALL	£ 360.00
19/05/2023	CAPITA	CAPITA SALARIES	£ 17,339.16
22/05/2023	CAPITA	PAYE	£ 5,364.00
23/05/2023	BUSINESS STREAM	WATER PARK AVE ALLOTS	£ 66.46
23/05/2023	ADM COMPUTER SERV.	MICROSOFT 365	£ 1,044.00
23/05/2023	MARC- ONE SECURITY	SAT MKT STEWARDS	£ 159.60
26/05/2023	PITNEY BOWES	POSTAGE	£ 90.27
26/05/2023	CHANNEL FM	CLEANING TOWN HALL	£ 786.95
26/05/2023	VISION ICT LTD	SSL CERTIFICATE RENEWAL	£ 60.00
31/05/2023	SUEZ RECYCLING AND	WASTE & RECYCLING T.H.	£ 215.41
31/05/2023	SSE SOUTHERN ELEC	ELECTRIC TOWN HALL	£ 509.34
31/05/2023	SHOGUN VEHICLE LEAS	OFFICIAL CAR LEASE	£ 355.44
31/05/2023	SHOLDEN VILL STORE	LADIES FOOTBALL TROPHIES	£ 1,000.00
31/05/2023	NATWEST CHARGES	NATWEST CHARGES	£ 66.92
			<b>£ 42,235.06</b>

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

**List of Payments over £500 made between 01/05/2023 and 31/05/2023**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Amount Paid</b>
11/05/2023	WALKER HIGHWAYS	ROAD CLOSURES SAT MKT	£ 1,650.00
15/05/2023	JEFFREY NORTON	BATTERIES FOR E BIKES	£ 3,720.00
17/05/2023	ADM COMPUTER SERV.	STANDARD CONTRACT	£ 614.70
18/05/2023	CAPITA	PENSION BACS	£ 5,191.10
19/05/2023	DOVER DIST. COUNCIL	BUSINESS RATES T.H.	£ 1,119.00
19/05/2023	CAPITA	CAPITA SALARIES	£ 17,339.16
22/05/2023	CAPITA	PAYE	£ 5,364.00
23/05/2023	ADM COMPUTER SERV.	MICROSOFT 365	£ 1,044.00
26/05/2023	CHANNEL FM	CLEANING TOWN HALL	£ 786.95
31/05/2023	SSE SOUTHERN ELEC.	ELECTRIC TOWN HALL	£ 509.34
31/05/2023	SHOLDEN VILL. STORE	LADIES FOOTBALL TROPHIES	£ 1,000.00
			<b><u>£ 38,338.25</u></b>

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson – Chairperson of Deal Town Council  
Deal Town Councillors  
**FROM:** Mrs Lorna Crow – Town Clerk  
**DATE:** 13 July 2023  
**SUBJECT:** DDC Air Quality Consultation

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As you may be aware Dover District Council has a draft Air Quality Action Plan (AQAP) that they advise on, this ensures they can continue to monitor how they are doing and sets out clear targets on what they want to achieve in the next few years.

Before DDC finalise this plan, they are going out to consultation to ensure the plan is appropriate for all of their local communities.

This consultation opened on 15 June and asks for views on the overall document, its actions and how DCC can support this work, to do this there is a questionnaire to fill out. The consultation closes on the **27th July 2023**.

The questionnaire and supporting documents can be found on DDCs website at: [Air Quality Action Plan Consultation \(dover.gov.uk\)](https://www.dover.gov.uk/air-quality-action-plan-consultation).

A copy of the questionnaire has also been emailed to all councillors for reference.

**Information taken from their website:**

DDC advise that they have worked with air quality consultants Bureau Veritas to put together the draft AQAP targeting the predominant sources of emissions within our district, especially where these contribute to poor air quality in the declared Air Quality Management Areas. The plan sets out five priority areas:

**Priority 1: Transport** – Provision of additional transport infrastructure; changes to road layout or operation; formulation of traffic plans with the aim being to encourage the use of greener modes of transport, and/or reduce congestion and associated vehicle emissions.

**Priority 2 – Public Health** – Encouragement of wider behavioural changes in the local population with respect to their travel choices, raise awareness and educate members of the public on the impact of air pollution.

**Priority 3 - Strategies and Policy Guidance** – Working with partners and stakeholders to direct the use of legislation and targeted enforcement to control air pollution.

**Priority 4 – Planning and Infrastructure** – Mitigate potential air quality impacts effectively by being involved in decision making early on for future developments required to support the growth of DDC.

**Priority 5 – Air Quality Monitoring (Evidence for Improvement)** – Ensure satisfactory air quality monitoring data is available to track outcomes of the implemented AQAP measures.



The new action plan gives details on how the council will:

- continue to meet its statutory obligations for managing air quality.
- work across many council services and with partners to minimise emissions from transport, existing buildings, and new developments.
- continue to raise awareness of air quality issues to the public and encourage residents to do their bit to reduce levels of pollution and raise awareness of the importance to reduce their exposure to poor air quality; and
- work in partnership with others to press for more action to be taken at all levels of government.

**Recommendation:**

Members to complete the questionnaire individually online.

Members to agree an official response from Deal Town Council

**Decision required:**

Members to consider the above report and recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson – Chairperson of Deal Town Council  
Deal Town Councillors  
**FROM:** Cllr B Bano  
**DATE:** 12 July 2023  
**SUBJECT:** Dover Intake Centre

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As members may be aware from recent press coverage murals of cartoon characters designed to welcome child asylum seekers at the Dover Intake Centre have been removed.

The Dover Intake Centre opened last November and functions as a reception centre to receive children who have just come off small boats. These children are often traumatised, both by the effects of seeing their parents and siblings being killed and also by the perilous nature of their crossing.

In the recent past the Minister of State for Immigration Robert Jenrick has ordered those murals representing cartoon characters be removed reportedly because he believed they were inappropriate and could send too welcoming a message.

It is well known within the field of child psychology, suffering from traumatic experiences benefit from a positive message. The removal of such images will do nothing to alleviate the trauma already felt by these children.

**Recommendation:**

*Deal Town Council, with its long tradition of welcoming refugees, expresses its concern over the decision of the Minister for Immigration to order the removal of certain murals in a local asylum centre for children. At a time when children have been already traumatised, Council takes the view that positive images are entirely appropriate for this type of Centre. and make a contribution to the welfare of refugee children. The Chairman is requested to convey the Council's concerns to the local Member of Parliament.'*

**Decision required:**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson – Chairperson of Deal Town Council  
Deal Town Councillors  
**FROM:** Mrs Lorna Crow – Town Clerk  
**DATE:** 13 July 2023  
**SUBJECT:** KALC Annual General Meeting November 2023

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The Kent Association of Local Council's Annual General Meeting will take place on Saturday 18<sup>th</sup> November 2023.

Deal Town Council's representatives for KALC are Cllr Bano and Cllr Richardson and it is hoped they will be able to attend on the Council's behalf.

Member councils have the opportunity to submit a motion/s to this AGM, KALC must receive these by Friday 22 September at the latest.

**Recommendation:**

Members to consider if they would like to submit a motion from Deal Town Council

**Decision required:**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Councillor O Richardson, Chairperson of Deal Town Council and All Members

**FROM:** Nadine Miller, Climate Change & Communications Officer

**SUBJECT:** Deal Warm Welcome – final report

**DATE:** 18 July 2023

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Deal Town Councillors identified a need last summer ahead of the 'cost of living crisis' that could worsen in the winter months. In September 2022 Deal Town Council voted to support a Food and Fuel Poverty Project Action Plan and approved a budget of up to £15,000.

The aim was to support Deal residents who may struggle to manage their budget through the winter by setting up a network of local organisations. This became known as Deal Warm Welcome and was launched in November 2022. It closed on Friday 7 April 2023.

Deal Town Council was able to deliver the project thanks to the work and support of Trinity Church, St Richard's Church, Chequers Kitchen, Deal Salvation Army, Betteshanger Sports and Social Club, Deal Collective, St Andrew's Church, Deal Food Bank, Deal Rotary Pirates, Leaps and Bounds, Deal Film Club, St George's Church, United Families UK, Carers Support East Kent, Golf Road Community Centre, Talk It Out, Age UK, Kent Coast Volunteering, NHS, Dover District Council and Kent County Council.

There was no charge for Deal Warm Welcome, people paid what they could, if they could. Each venue provided a different food offer with all offering hot and cold drinks, a warm, friendly environment and signposting to additional services.

The scheme was described 'as a fantastic asset' by the NHS Deal & Sandwich Primary Care Network Social Prescribing Team.

The total cost was £10,836 and there were 2,077 visits across the seven venues.

Deal Warm Welcome was open four days in the week and every alternate Saturday in venues across the town, each one completed a register to monitor attendance.

	Total recorded attendance
November 2022	291
December 2022	379
January 2023	455
February 2023	512
March 2023	389
April 2023	51

Deal Warm Welcome opening times were:

**Mondays:** St Richard's Church, Mill Hill, 12pm to 5pm, Deal Salvation Army, West Street, 12pm to 5pm and then Golf Road Community Centre, 3pm to 6pm

**Tuesdays:** at Trinity Church, Union Road, 12.30pm to 4pm and then Golf Road Community Centre, 3pm to 6pm

**Wednesdays:** St Andrew's Church, West Street from 9am to 11am and then St George's Church, High Street, 12.30pm to 4.30pm

**Fridays:** Deal Salvation Army, West Street, 12pm to 5pm

**Alternate Saturdays:** Talk it Out Friendship Group, Deal Ability Centre, 43 Victoria Road, 12pm – 2pm

The Leaps and Bounds centre on Southwall Road opened each Thursday afternoon in November and December but the decision was taken to close in January due to low attendance.

Once Deal Warm Welcome closed, all those involved were invited to discuss five questions to explore how the project worked and what lessons could be learned. Here are the questions and summaries of the group responses:

### **Were there any initial difficulties?**

How would we recruit volunteers, getting the ball rolling? Matching the expectations of the volunteers to how a venue operated, finding the rhythm of each venue - once established, going forward it was not a problem. Kent Coastal Volunteers were a great asset.

Perhaps more volunteers could be trained and retained by those who have been involved. If the scheme is to be extended, could that training be offered?

Building consistency helped develop each Warm Welcome.

A lot of those who came to a Deal Warm Welcome seemed to already be associated with the venues. More work could be done to reach others in the community – word of mouth was the most successful means of communication with those who used the service. More face-to-face meetings, a stall at the Saturday market and networking would be needed should the scheme be repeated.

### **What does the perfect Warm Welcome look like?**

It looks like the right time, right place and right location for that neighborhood.

The social aspect is so important. There were very few people who came because of the cost-of-living crisis. It was about people coming together at the same time, to be together with a familiar group of people.

Each venue offered something slightly different, and each had its own personality.

The way that people met those who were welcomed, with great empathy and warmth, not forcing themselves on guests – just being there. Great skills that would be a shame to lose. The people that came shaped the Deal Warm Welcome they wanted.

### **Financially, was it sustaining?**

The money made a difference. It covered costs that were needed and allowed the venues to expand their offerings across the board – providing a platform from which they could build.

November 2022 was warm and yet April 2023 was very cold. Should it be moved to later in the year? There is a feeling it should be all year round – the main findings as mentioned above were more social than about heating. Some venues will continue to offer an extended version of Deal Warm Welcome. Could financial provision be found to run the scheme all year or extend the winter months?

## **Did you feel supported?**

We learned from each other and keeping each other up-to-date was very helpful. We were part of a network, a bigger scheme and not just working alone. The feedback and meeting up each month was a help and made a big difference. Going forward perhaps opening up the monthly meetings to include groups in town not part of the scheme but who could support it more generally and we would reciprocate that support. Community wardens supported some venues and visits from the DDC Roots Van would be a great addition.

## **Final thoughts and feedback on Deal Warm Welcome**

Very positive experience, making us feel more part of the community and it opened up the centre to people who many not have been there before. A real team effort – how it all became a group enterprise.

It was successful but not in the way we expected. The social aspect was most important – in Deal Warm Welcome, they may have arrived for the 'warm' but they stayed and came back for the 'welcome'. It was great for us as a centre.

It allowed people to discover venues/centres they may not have thought about visiting. This has meant that venues/teams are exploring more opportunities, projects and ways to keep momentum and build on the success.

It showed the town needed the mental health support and community support Deal Warm Welcome provided.

Many of the venues have continued to provide a place of welcome, tailored to the needs of their guests based on their experience during the project. Each of the venues will be advised of Deal Town Council's annual grant streams and will be encouraged to apply.

## **Recommendation**

For members to note the report

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson – Chairperson of Deal Town Council  
Deal Town Councillors  
**FROM:** Mrs Lorna Crow – Town Clerk  
**DATE:** 13 July 2023  
**SUBJECT:** Confirmation of Deputy Mayoress 2023/24

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**Information to note.**

At the last month's meeting of Full Council Cllr Adrian Friend was elected as Deputy Mayor/Deputy Chairperson for this municipal term.

He has now confirmed to me that his Deputy Mayoress will be Tracy Carr.

**DEAL TOWN COUNCIL  
MEMORANDUM**

To: Cllr O Richardson, Chairperson of Deal Town Council  
All Members

From: Joanne Harper, Event Manager

Date: 18<sup>th</sup> July 2023

Subject: Arthur Henry Hobbs Women's Football Tournament

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**Information to Note**

The Arthur Henry Hobbs Women's Football Tournament took place on Saturday 8<sup>th</sup> July 2023. Deal Town Council teamed up with Deal Town Rangers to organize the tournament to celebrate women's football and local gentleman Arthur Henry Hobbs who fought to tackle inequality and formed the Ladies Football Association of Great Britain.

The tournament was a huge success attended by 30 all girl teams with a total of 270 players. The Mayor gave a short speech to the teams in the first match and the Mayoress, Mrs MaryAnn Richardson blew the first whistle.

There was an exhibition on display created by Pat Smith on the History of Women's Football and Arthur Hobbs which was well received by members of the public and the family of Mr Hobbs.

Trophies for winners and runners-up as well as commemorative medals for all participants were presented by our female Councillors, Cllr Sue Beer, Cllr Melissa Cronk and Mrs Jill Martin the daughter of Arthur Hobbs.

The Mayor, Cllr Oliver Richardson said "This tournament serves as an inspiration to young girls everywhere who aspire to play football at a competitive level. It is my hope that this event will encourage more girls to embrace their passion for sports and empower them to break down barriers and achieve greatness."

There was local, national, and international media coverage including the Guardian, ITV Meridian, She kicks football magazine, the Deal community magazine and across social media.

Thank you to all the officers who helped to make this event a huge success, Deal Town Rangers and the Cllrs who attended.



<b>Minutes - approved by Committee and signed by Chairperson 03/07/23</b>
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The minutes of the Planning Committee held on Monday 5<sup>th</sup> June 2023 at the Town Hall at 7.15pm

Present: Cllr P Findley (Chairperson)  
Cllr L Craggs  
Cllr T Bond

Cllr M Walters  
Mr R Green (The Deal Society)  
Mrs E Fogarty (FOND)

Officers: Laura Marney – Committee Clerk

Other: 1 member of the public

### MINUTES

<b>1</b>	<b>Chairperson's opening remarks:</b> The Chairperson welcomed everyone to the meeting and read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.	Chairperson																
<b>2</b>	<b>Apologies for absence:</b> Cllr Eddy and Mrs E Fogarty (co-opted member).	Committee Clerk																
<b>3</b>	<b>Declarations of interest:</b> Mr R Green (co-opted member) declared a VAOI on Planning application no: 23/00620.																	
<b>4</b>	<b>Public Participation and Statements received:</b> None received.	Committee Clerk																
<b>5</b>	<b>The minutes of the planning committee meeting held on 5<sup>th</sup> June 2023 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 5 <sup>th</sup> June 2023 as a true and accurate record. The Chairperson duly signed the minutes. (P) LC (S) MW. 3 For, 1 Abstention. Motion carried.	Chairperson																
<b>6</b>	<p><b>Planning applications received:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">DDC Ref</th> <th style="text-align: center;">Address</th> <th style="text-align: center;">Proposal</th> <th style="text-align: center;">Deal Town Council Decision</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">23/00688</td> <td>Grove Lodge Manor Avenue Deal CT14 9PN</td> <td><u>Erection of single storey side/rear extension</u></td> <td>Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.</td> </tr> <tr> <td style="text-align: center;">23/00656</td> <td>7 Golden Street Deal CT14 6JU</td> <td><u>Replacement windows to front elevation</u></td> <td>Members RESOLVED: No Objection. DTC support this application. (P) MW (S) TB. All Agreed.</td> </tr> <tr> <td style="text-align: center;">23/00524</td> <td>10 Dolphin Street Deal CT14 6LX</td> <td><u>Replacement 3no front elevation windows and 1no Front door and surround.</u></td> <td>Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.</td> </tr> </tbody> </table>	DDC Ref	Address	Proposal	Deal Town Council Decision	23/00688	Grove Lodge Manor Avenue Deal CT14 9PN	<u>Erection of single storey side/rear extension</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.	23/00656	7 Golden Street Deal CT14 6JU	<u>Replacement windows to front elevation</u>	Members RESOLVED: No Objection. DTC support this application. (P) MW (S) TB. All Agreed.	23/00524	10 Dolphin Street Deal CT14 6LX	<u>Replacement 3no front elevation windows and 1no Front door and surround.</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.	Committee Clerk
DDC Ref	Address	Proposal	Deal Town Council Decision															
23/00688	Grove Lodge Manor Avenue Deal CT14 9PN	<u>Erection of single storey side/rear extension</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.															
23/00656	7 Golden Street Deal CT14 6JU	<u>Replacement windows to front elevation</u>	Members RESOLVED: No Objection. DTC support this application. (P) MW (S) TB. All Agreed.															
23/00524	10 Dolphin Street Deal CT14 6LX	<u>Replacement 3no front elevation windows and 1no Front door and surround.</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.															

22/01409	Land South West Of Sholden Drive Sandwich Road Sholden CT14 0AD	<u>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.</u>	Members RESOLVED: Objection: DTC agree with KCC Flood and Water Management, and are concerned about the attenuation basin and why it is located at top right-hand corner of plans on higher ground. (P) TB (S) PF. All Agreed.
23/00754	Site Adjacent To Church Hall Stanley Road Deal CT14 7BT	<u>Conversion of storage building to dwelling</u>	Members RESOLVED: No Objection. DTC support this application. (P) TB (S) MW. 2 For, 2 Abstentions. Motion Carried.
23/00777	Sarabs Cottage 120 Middle Street Deal CT14 6JX	<u>Re-roofing works, repointing of chimney stacks and repainting of front elevation.</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) TB. All Agreed.
23/00787	195 Mill Road Deal Kent CT14 9BG	<u>Fell one Horse Chestnut the subject of Tree Preservation Order No 7 of 2012.</u>	Members RESOLVED: Objection, this tree does hold amenity value that is why there is a TPO on it. When planning permission was granted the TPO was already in place. (P) TB (S) MW. 3 For, 1 Against. Motion Carried.
23/00631	35 Victoria Road Deal CT14 7AY	<u>Formation of vehicular access, vehicle charging point and retaining wall.</u>	Members RESOLVED: Objection. <ol style="list-style-type: none"> <li>1) Removal of the hedge is a material consideration, as it will affect the appearance of the terrace.</li> <li>2) The gardens and hedges are part of Deal heritage.</li> </ol>

				<p>3) DTC agree with the KCC Highways comments regarding visibility issues.</p> <p>(P) TB (S) LC. 3 For, 1 Against. Motion Carried</p>	
	23/00776	7 Sandown Road Deal CT14 6PH	<u>Erection of single storey rear extension (existing conservatory to be demolished).</u>	Members RESOLVED: No Objection. DTC support this application. (P) LC (S) MW. All Agreed.	
	23/00620	33 Sandown Road Deal CT14 6PG	<u>Erection of a two storey rear extension, addition of 2no. windows to side elevation and 1.6 metre boundary wall (existing extension to be demolished).</u>	Members RESOLVED: No Objection. DTC support this application. (P) PF (S) MW. All Agreed.	
7	<b>DDC decisions:</b> Members RESOLVED: To note the information. (P) TB (S) PF. All Agreed.				
	<b>Date of next meeting: 7<sup>th</sup> August 2023.</b>				
	<b>The Chairperson closed the meeting at 8.10pm</b>				

<b>Minutes – Approved by Committee and signed by Chairperson 12/07/23.</b>
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The Minutes of the Transport & Infrastructure Committee meeting held on Wednesday 12<sup>th</sup> July 2023 at Deal Town Hall.

Present:	Cllr B Bano (Chairperson) Cllr M Walters (Vice Chairperson) Cllr P Jull Cllr S Brookfield	Cllr M Eddy Cllr T Bond Cllr D Cronk
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Officers:	Mrs L Marney (Committee Clerk) Miss J Harper (Asst. to the Town Clerk)	Other: None
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### MINUTES

1	<b>Chairperson's opening remarks:</b> The Chairperson welcomed everyone to the meeting and read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.	Chairperson
2	<b>Apologies for absence:</b> Cllr D Parks was absent.	Committee Clerk
3	<b>Declarations of interest:</b> None received.	
4	<b>Public Participation and Statements received:</b> None.	Committee Clerk
5	<b>The minutes of the Transport &amp; Infrastructure Committee meeting held on 15<sup>th</sup> March 2023 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Transport & Infrastructure Committee meeting held on 15 <sup>th</sup> March 2023 as a true and accurate record. (P)ME (S)DC. All Agreed. The Chairperson duly signed the minutes.	Chairperson
6	<b>Highways Improvement Plan Update:</b> Following discussion Members RESOLVED: To accept the following recommendations. 1) To accept the KCC EHI Team's offer of 30 mph kits, and they be positioned along St Richards Road and St Leonards Road to tackle speeding at these locations. 2) To request that Officers compile a report containing details of locations for the proposed dropped kerbs and the London Road crossing and bring the report to the next meeting of this committee for agreement. 3) The Committee Clerk to contact KCC and report overgrown vegetation that is covering cycling signage. 4) The Committee Clerk to bring back DTC's second HIP application item to November's Transport and Infrastructure Committee, which will be 6 months before the KCC next review date. (P)DC (S)ME. All Agreed.	Committee Clerk/RFO
7	<b>Deal Station Accessibility Update:</b> Following discussion Members RESOLVED: To accept the following recommendation: The Committee delegates authority to the Committee Clerk to see through the remainder of this project with Southeastern and provide relevant status updates to the Transport & Infrastructure Committee and clarifies the time limits for disabled parking bays. (P)DC (S)ME. All Agreed.	Committee Clerk

8	<p><b>Local Bus Forum:</b> Following discussion Members RESOLVED to accept the following recommendations:</p> <ul style="list-style-type: none"> <li>• Deal Town Council attends DDC's District Local Bus Forum and does not set up an additional forum.</li> <li>• Committee members agreed that Cllr Ben Bano to be recommended to Full Council as the Council representative at the District Local Bus Forum. This councillor will attend the meetings and submit regular reports to the T&amp;I committee. (P)DC (S)TB. All Agreed.</li> </ul>	Committee Clerk
9	<p><b>Co-opted Member – Deal Speaking Up Group:</b> Following discussion Members RESOLVED: To accept the Chairperson's recommendation for Chrissie Dubber to become a co-opted member on the Transport &amp; Infrastructure Committee and to submit this to July's Full Council for final approval. (P)ME (S)DC. All Agreed.</p>	
10	<p><b>Cycle Friendly Deal 2 Update:</b> Members RESOLVED: To note the information. (P)DC (S)MW. All Agreed</p>	
11	<p><b>Town Plan Update:</b> Members RESOLVED: To note the information. (P)DC (S)ME. All Agreed.</p>	
12	<p><b>Committee Clerk Report:</b> Members RESOLVED: To note the report. (P)DC (S)TB. All Agreed. Members thanked and expressed their appreciation to the Committee Clerk for her work.</p>	
	<p><b>Date of next meeting: 13<sup>th</sup> September 2023.</b></p>	
	<p><b>The Chairman closed the meeting at 20.08</b></p>	

Approved and signed on 11<sup>th</sup> July 2023

Attachment 17

## The Minutes of the Finance & General Purposes Committee Meeting held at Deal Town Hall on Tuesday 21<sup>st</sup> March 2023 at 7.15pm

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

Officers: Mr P Bone (Responsible Finance Officer)  
Mrs H McAdam (Finance Asst.)

Members of the public: 2

### MINUTES

1	<b>Chairman's opening remarks:</b> The Chairman welcomed everyone to the last meeting of the Finance & General Purposes committee in the current term and thanked members and officers for their input. He then advised of the fire evacuation instructions and to switch phones off or to silent.	Chairman
2	<b>Apologies for absence:</b> No apologies received	
3	<b>Declarations of interest:</b> Cllr M Eddy & Cllr D Cronk both declared VAOI's as they had been contacted by the member of public who had submitted a statement relating to agenda item 7i), Cllr S Beer declared a VAOI for agenda item 12 as she was in receipt of a pension from KCC.	
4	<b>Public Participation and statements received.</b> No further statements were received from members of the public on items relating to the agenda. Both members of the public spoke on agenda items.	
5	<b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 24<sup>th</sup> January 2023 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Finance & General Purposes meeting held on the 24 <sup>th</sup> January 2023 as a true and accurate record. The Chairman signed the minutes. (P) TB (S) SB 5 For 2 Abstentions. Agreed.	Chairman
6	<b>Finance:</b> Income & Expenditure figures and Full Bank reconciliation up to the 28 <sup>th</sup> February 2023: Members RESOLVED: To note the Income & Expenditure figures and Full Bank reconciliation up to 28 <sup>th</sup> February 2023 . (P) ME (S) SB. All Agreed.	
7	<b>Saturday Market:-</b> i) Correspondence Received: Saturday Market- A member of the public spoke on their correspondence. Members debated some of the issues raised and then RESOLVED: To note the report and to thank the member of public for taking time to have discussions with DDC re re-marking the car park with the correct size for Disabled Bays. (P) SB (S) ME All agreed.  ii) Market Rules: Following rebate members RESOLVED. To update the rules regarding the Saturday Market Gazebos to state that it is the responsibility of the hirer to erect and dismantle the Gazebos and that Deal Town Council Staff are not able to assist. (P) SB (S) TB All agreed.	Market Officer
8	<b>Annual Grants:-.</b> Cllr B Bano declared a VAOI for the application from Hi Kent as was a user of their services.	

	<p>Members RESOLVED: To accept the recommendations from the Grant Sub – Committee and to award the grants as follows:</p> <p><b>Small Grants:</b> Deal Speaking Up Group: Award £326 towards the cost of printing a guide Tiny Turtles Nursery: Award £500 towards the cost of a shed for the storage of toys and equipment</p> <p><b>Large Grants:</b> Deal Hockey Club: Award £767 towards the cost of Goalkeeper Kit DW &amp; Kingsdown Amateur Rowing Club: Award £998.96 towards the costs of Gym Equipment. Deal Pride: Award £1000.00 towards the cost of running a Deal Pride event. Smugshot: Award a partial grant of £434.00 towards the cost of running a workshop as the application included wages that are treated as a core cost and not considered for grant funding. HI Kent: To not award a grant as the application failed to receive 50% of the available points. (P) TB (S) ME All agreed</p>	R.F.O/ Finance Assistant
9	<p><b>Chamber of Trade Funding Request:</b> Following debate Cllr E Rowbotham proposed to pay a sum of £511 for cloth bunting. This was seconded by Cllr B Bano. Cllr S Beer proposed to pay a sum of £511 for cloth bunting plus a donation of £50 for a prize. This was seconded by Cllr M Eddy. Cllr T Grist proposed a payment of £700 as requested by the Chamber of trade.  The Chairman called for a vote. No seconder came forward for the proposal from Cllr T Grist, motion failed, Cllr E Rowbotham withdrew her proposal and Cllr Bano agreed as it was contained with the proposal from Cllr S Beer.  Members RESOLVED: To provide £511.00 for cloth bunting for the Kings Coronation plus a donation of £50 for a prize. (P) SB (S) ME All agreed</p>	R.F.O/ Finance Assistant
10	<p><b>Town Plan:-</b> Members Resolved: To strongly recommend to Full Council that members endorse the draft Town Plan with the addition of the current projects that the Council has already committed to being added to the Action Plan and that the final decision on adopting the plan is referred to the new Council in May. (P) SB (S) DC All Agreed.</p>	R.F.O
11	<p><b>Improved IT for Councillors:</b> Cllr B Bano proposed that decision on new IT equipment was deferred to the new Council. Cllr M Eddy seconded this proposal. Members voted 2 for, 3 against, 1 abstention. Motion failed.  Members RESOLVED: To recommend to full council that new IT equipment is purchased as per <b>option 3</b> in the report. To be purchased in time to be set up for the new Council in May with funds coming from the Project Fund. (P) SB (S) ER 5 for 2 against. Agreed.</p>	R.F.O
12	<p><b>KENT Pension Fund:</b> Members RESOLVED to agree that the balance remaining in the 2022/23 salaries budget is carried forward to 2023/24 to cover the rise in pension contributions. (P) ME (S) SB All agreed.</p>	R.F.O
	<p>The Chairman closed the meeting at 8.35pm  Date of the next FP &amp; G Committee Meeting: 11<sup>th</sup> July 2023</p>	