



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

**To all Councillors:** You are hereby summoned to attend a meeting of Full Council at the Town Hall on Tuesday 28 January 2025 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 27 January 2025 by email to [deal.town.council@deal.gov.uk](mailto: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: 22 January 2025**

### **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 Tuesday 26 November 2024 for approval and signing:</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>Recommendations from the Finance &amp; General Purposes Committee:</b> a) Recommended Budget for 2025/26: Decision required. b) Recommended Precept for 2025/26 Decision required.	Attach. 3 Attach. 4
7	<b>List of payments including payments exceeding £500 for approval and signing from the 1 November to 31 December 2024:</b> Decision required.	Attach. 5
8	<b>Recommendations from the Environment Committee on the journey to Net Zero:</b> Decision required.	Attach. 6
9	<b>Correspondence received regarding Operation Dynamo:</b> Decision required	Attach. 7
10	<b>Mayoral Engagements from May 2024 to Dec 2024:</b> Information to note	Attach. 8
11	<b>Councillor Outside Body quarterly reports:</b> For information (a) Cliffs of Sanctuary (CoS) (b) Deal Area Refugee Aid (DARA)	Attach. 9 Attach 10
12	<b>Deal Town Council Committee Minutes:</b> Information to note. a) The minutes of the Planning Committee meeting held on 02.12.24 b) The minutes of the Planning Committee meeting held on 04.11.24 c) The minutes of the Environment Committee meeting held on 16.10.24 d) The minutes of the T&I Committee meeting held on 18.09.24 e) The minutes of the T&I Committee meeting held on 20.11.24 f) The minutes of the F&GP Committee meeting held on 17.09.24 g) The minutes of the F&GP Committee meeting held on 19.11.24 h) The minutes of the F&GP Committee meeting held on 12.12.24	Attach.11 Attach.12 Attach.13 Attach.14 Attach.15 Attach.16 Attach.17 Attach.18

	<b>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</b>	
13	<b>Deal Town Council Outside Body Representation:</b> Decision required	Attach 19
	<b>Date of next meeting:</b> 25 February 2025	

**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 dispensation, withdraw from the meeting.

**Other Significant Interest (OSI)**

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

**Voluntary Announcement of Other Interests (VAOI)**

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

**Note to the Code:**

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

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

The Minutes of the Full Council meeting held at the Town Hall on Tuesday 26 November 2024  
at 7.15pm.

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

Officers: Mrs L Crow (Town Clerk) Others: PC K Waymark  
Mr P Bone (Responsible Finance Officer)

1	<b>Chairperson's opening remarks:</b> The Chairperson welcomed everyone to the meeting and read the fire evacuation procedures. He updated the Council on some of the events he had attended that month and stated that he was disappointed the Christmas Lights Switch on event had been unable to go ahead due to safety concerns. The Chairperson also praised the Council's first Climate Action Day event and advised that a thank you letter was received from the Lord Warden following his visit to the Town Hall. The Chairperson welcomed PC K Waymark to the meeting.	Chairperson
2	<b>Apologies for absence received:</b> Cllr D Cronk, Cllr M Cronk and Cllr Brookfield due to work commitments.	
3	<b>Declarations of interest:</b> None received.	
4	<b>The minutes of the Full Council meeting held on Tuesday 29 October 2024 for approval:</b> Members RESOLVED: To accept the minutes of the Full Council meeting held on Tuesday 29 October 2024 subject to the correction on the spelling of Cllr Findley's name as a true and accurate record. (P) Cllr A Friend (S) Cllr M Eddy All agreed The Chairperson duly signed the minutes.	Chairperson
5	<b>Public participation and Statements received:</b> None Received	
6	<b>Introduction from PC Kyle Waymark, Deal Town Beat Officer:</b> PC Waymark advised Council that he was the new Deal Town Beat Officer and that he was looking forward to working in this area. He answered queries from Councillors and advised that he would share his email address with them so that they could contact him direct.	
7	<b>List of payments including payments exceeding £500 for approval and signing from 1 October to 31 October 2024:</b> Members RESOLVED: To accept the list of payments made between 1 October to 31 October 2024 including payments exceeding £500 for approval and signing. (P) Cllr A Friend (S) Cllr M Eddy. All Agreed.	Chairperson
8	<b>Annual Return – External Auditors report.</b> Members RESOLVED: To note the report. (P) Cllr L Craggs (S) Cllr M Eddy All agreed.	R.F.O
9	<b>Deal Town Council Committee Minutes:</b> <b>The minutes of the Planning Committee meeting held on 08.10.24:</b> Members RESOLVED: To note the minutes of the Planning Committee Meeting held on 08.10.24. (P) Cllr M Eddy (S) Cllr A Friend	
	<b>The Chairperson closed the meeting at 7.40pm</b>	Chairperson

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr O Richardson, Chairperson of Deal Town Council  
All Members  
**From:** Paul Bone, Responsible Finance Officer  
**Date:** 22 January 2025  
**Subject:** Draft Budget 2025/26

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Please find attached a copy of the draft Budget for 2025/26 as recommended by the Finance and General Purposes Committee for adoption.

**Decision required.**

Members to review and agree the annual budget for 2025/26.

## Deal Town Council 2025-26 Draft Budget

		Budget as agreed by Full Council on 30/1/24 (Adjusted for National pay increase figures)		Draft Budget 2025/26		Change
		2024-25	2024-25	2025-26	2025-26	
		INCOME	EXPEND	INCOME	EXPEND	
<b><u>100</u></b>	<b><u>General Income</u></b>					
1076	Precept	501918		501918		0.00%
1080	Bank Interest	13000		9000		-30.77%
	Office space rental	9000		9000		0.00%
		<b>523918</b>		<b>519918</b>		-0.76%
<b><u>200</u></b>	<b><u>Staff Salaries</u></b>					
4000	Salaries Gross		324343		334073.29	3.00%
			<b>324343</b>		<b>334073.29</b>	3.00%
<b><u>202</u></b>	<b><u>Employment Costs</u></b>					
4010	Employers Pension		71686		73840	3.00%
4020	Employers NI		32153		37127	15.47%
4080	HR & HS		1621		1750	7.96%
4085	Payroll Services		1855		2000	7.82%
			<b>107315</b>		<b>114717</b>	
<b><u>203</u></b>	<b><u>Staff Costs</u></b>					
4055	Travel & Subsistence		100		100	0.00%
4070	Training		2000		2000	0.00%
4075	Staff Uniforms		100		250	150.00%
4090	Staff Recruitment		750		750	0.00%
			<b>2950</b>		<b>3100</b>	5.08%
<b><u>205</u></b>	<b><u>Official Car</u></b>					
4060	Official Car Lease		3920.4		3920.4	0.00%
			<b>3920.4</b>		<b>3920.4</b>	0.00%
<b><u>210</u></b>	<b><u>Civic</u></b>					
4055	Travel & Subsistence		100		100	0.00%
4200	Cllr. Allowances		4800		4800	0.00%
4220	Robes & Regalia		50		250	400.00%
			<b>4950</b>		<b>5150</b>	4.04%
<b><u>215</u></b>	<b><u>Mayor's Budget</u></b>					
4210	Hospitality		1500		1500	0.00%
	Mayoral Travel &					
4225	Subsistence		100		100	0.00%
4230	Mayor Expenses		500		500	0.00%
4235	Deputy Mayor Expenses		300		300	0.00%
4240	Mayoress Expenses		300		300	0.00%
5020	Mayoral Ceremonial Event		200		200	0.00%
5030	Charter Day		500		500	0.00%
			<b>3400</b>		<b>3400</b>	0.00%
<b><u>220</u></b>	<b><u>Administration</u></b>					
4080	HR & HS		1622		1750	7.89%
4300	Mobile Phones		500		1250	150.00%
4305	Stationery		1500		800	-46.67%

4310	Postage	500	500	0.00%
4315	Bank Charges	1500	1500	0.00%
4320	General Admin	8800	5000	-43.18%
4325	Office Equipment	500	500	0.00%
4330	IT Equipment	3000	3000	0.00%
4335	IT Support & Website	6000	10000	66.67%
4340	Telephone & Broadband	1500	2000	33.33%
4345	Pat Testing	500	500	0.00%
4365	Legal Advice	500	500	0.00%
4375	Marketing/Communications	2000	2000	0.00%
4390	Waste & Recycling	2500	2000	-20.00%
4405	Annual Planting	5000	5000	0.00%
4410	Flags	500	500	0.00%
4415	Audit Fees	2300	2500	8.70%
4420	Subscriptions	2000	2000	0.00%
4430	Data Protection Officer	1000	1000	0.00%
		<b>41722</b>	<b>42300</b>	1.39%
<b><u>225</u></b>	<b><u>Council</u></b>			
4070	Cllr Training	1000	1000	0.00%
4370	Election Costs	6500	11375	75.00%
	Carbon Audit	770	770	0.00%
4380	Contingency	10000	10000	0.00%
		<b>18270</b>	<b>23145</b>	26.68%
<b><u>250</u></b>	<b><u>Grants &amp; Donations</u></b>			
4470	Annual Grants	20000	20000	0.00%
	Community Grants	0	10000	
4485	Warm Places	10000	10000	0.00%
4490	St Omer Twinning	500	500	0.00%
		<b>30500</b>	<b>40500</b>	32.79%
<b><u>300</u></b>	<b><u>Town Hall</u></b>			
1100	Wedding Hire	12500	15000	20.00%
1105	Chamber Hire	2000	3000	50.00%
1110	Committee Room Hire	1000	2000	100.00%
1115	Under Croft Hire	1000	1000	0.00%
		<b>16500</b>	<b>21000</b>	27.27%
4360	Insurance	8000	8000	0.00%
4500	Repairs & Maintenance	4000	4000	0.00%
4505	Under Croft Cleaning	1000	1100	10.00%
4510	Furniture & Equipment	1000	4000	300.00%
4520	Boiler Service & Maint.	500	500	0.00%
4525	Window Cleaning	1000	1100	10.00%
4530	Gas	4650	5100	9.68%
4535	Electricity	4360	4780	9.63%
4540	Water	265	300	13.21%
4710	Business Rates (4355)	10000	13500	35.00%
4720	Licences	500	500	0.00%
		<b>35275</b>	<b>42880</b>	21.56%
<b><u>310</u></b>	<b><u>VIC</u></b>			
4605	Terminal Charges	500	500	0.00%
		<b>500</b>	<b>500</b>	0.00%

<b><u>410</u></b>	<b><u>Saturday Market</u></b>				
1410	Market Traders	43000	45000	4.65%	
		<b>43000</b>	<b>45000</b>	4.65%	
4420	Subscriptions	500	500	0.00%	
4715	Profit Share	2500	3000	20.00%	
4730	Market General Costs	3000	3000	0.00%	
4735	Market Licence	1750	1750	0.00%	
		<b>7750</b>	<b>8250</b>	6.45%	
<b><u>420</u></b>	<b><u>Braderie Market</u></b>				
1415	Braderie stall holders	4500	3000	-33.33%	
		<b>4500</b>	<b>3000</b>	-33.33%	
4705	Road Closure	700	750	7.14%	
4720	Licences	1200	800	-33.33%	
4725	First Aid	200	600	200.00%	
4740	Toilet Hire	300	350	16.67%	
		<b>2400</b>	<b>2500</b>	4.17%	
<b><u>500</u></b>	<b><u>Public Conveniences</u></b>				
4800	Public Conveniences	35000	40000	14.29%	
		<b>35000</b>	<b>40000</b>	14.29%	
<b><u>600</u></b>	<b><u>Allotments Golf Road</u></b>				
1500	Allotment Income	2000	2900	45.00%	
		<b>2000</b>	<b>2900</b>	45.00%	
4500	Repairs & Maintenance	2500	2500	0.00%	
4540	Water	742	500	-32.61%	
		<b>3242</b>	<b>3000</b>	-7.46%	
<b><u>610</u></b>	<b><u>Allotments Park Ave</u></b>				
1500	Allotment Income	2000	2300	15.00%	
		<b>2000</b>	<b>2300</b>	15.00%	
4500	Repairs & Maintenance	2500	2500	0.00%	
4540	Water	700	500	-28.57%	
		<b>3200</b>	<b>3000</b>	-6.25%	
<b><u>620</u></b>	<b><u>Allotments Mill Road</u></b>				
1500	Allotment Income	2000	2300	15.00%	
		<b>2000</b>	<b>2300</b>	15.00%	
4500	Repairs & Maintenance	2500	2500	0.00%	
4540	Water	742	500	-32.61%	
		<b>3242</b>	<b>3000</b>	-7.46%	
<b><u>700</u></b>	<b><u>Town Events</u></b>				
5005	Town Hall Promotions	200	500	150.00%	
5010	Heritage Day	200	200	0.00%	
5015	Christmas Events	200	200	0.00%	
5025	International Woman's Day	200	200	0.00%	
	Climate Learning Day		500		
5035	Holocaust Memorial Day	200	500	150.00%	
	Deal/St Omer 50th Ann.		1500		
		<b>1000</b>	<b>3600</b>	260.00%	
	To new Elections reserve	4,500	4,500	0.00%	
	To TH Refurbish EMR	9,000	9,000	0.00%	
		<b>13500</b>	<b>13500</b>	0.00%	



SUMMARY

	2024-25	2024-25	2025-26	2025-26	
Total Income	593,918		596418		0.42%
Total Expenditure		642479		690536	7.48%

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr O Richardson - Chairperson of Deal Town Council,  
All Council Members  
**From:** Paul Bone. Responsible Finance Officer  
**Date:** 22nd January 2025  
**Subject:** Precept Demand 2025/26.

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At the Finance & General Purposes Committee meeting held on 21<sup>st</sup> January 2025 it was agreed that the following recommendations be made to Full Council:

- That the following unused Earmarked Reserves are returned to the General Revenue Reserve to keep any potential precept rise to a minimum.

322 EMR - Mayor's Parlour Refurb. £2,755.76

323 EMR - Environment Fund £2,000.00

326 EMR - Carbon Roadmap £1,564.20

330 Ukraine Support Fund £1,000.00

**Total £7,319.96**

- To recommend to Full Council that the Precept is raised by 12.0% to support the recommended Draft budget without having to take further funds from the General Revenue Reserve.

**Decisions Required**

- 1) That the unused Earmarked Reserves totaling £7,319.96 are returned to the General Revenue Reserve.
- 2) To increase the Precept by 12.0% (this represents £8.50 per year increase for a Band D rate payer).
- 3) To authorise the Chairperson of this meeting and the Town Clerk to sign the Precept Demand 2025/26 on behalf of the Council.

**Deal Town Council**  
**Nat West Combined A/C's**  
**List of Payments made between 01/11/2024 and 30/11/2024**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Amount Paid</b>
01/11/2024	VIKING OFFICE DEPOT	STATIONERY T H	£ 134.78
01/11/2024	SCREWFIX ACCOUNT	MAINTENANCE T H	£ 81.42
01/11/2024	VIC YOUNG S S LTD	OFFICIAL CAR LEASE	£ 390.89
04/11/2024	BRITISH TELECOM	INTERNET TOWN HALL	£ 58.68
06/11/2024	VODAFONE BUSINESS	WORK MOBILE PHONES	£ 135.05
11/11/2024	GLOBAL4 TELECOM	LANDLINE TOWN HALL	£ 215.95
13/11/2024	LYDD MAYOR CHARITY	GHURKA CONCERT	£ 30.00
13/11/2024	FCS EXTERIOR CLEANING	WINDOW CLEANING T H	£ 40.00
13/11/2024	THE CANDLE SANCTUARY	TEALIGHTS FOR HMD	£ 44.00
13/11/2024	ADAMS PRINTERS	THINK GLOBAL BANNER	£ 70.80
13/11/2024	M GUEST CARPETS	CARPET TILES FOR T H	£ 140.00
13/11/2024	DDC	PREMISES LICENCE TH	£ 180.00
13/11/2024	NEATHOUSE PARTNERS	H & S & HR PACKAGE	£ 366.00
13/11/2024	DAMIEN PEARCE ELEC	MAINTENANCE TOWN HALL	£ 500.00
13/11/2024	WALKER HIGHWAYS	ROAD CLOSURES SAT MKT	£ 1,320.00
15/11/2024	BUSINESS STREAM	WATER TOWN HALL	£ 102.19
15/11/2024	CAFFYNS PLC	WIPER BLADES TOWN CAR	£ 32.80
15/11/2024	BANKLINE CHARGES	BANKLINE CHARGES	£ 46.50
18/11/2024	BACS PENSION	EE's PENSION	£ 1,366.29
18/11/2024	BACS PENSION	ER's PENSION	£ 5,388.47
19/11/2024	DDC	BUSINESS RATES T H	£ 1,272.00
19/11/2024	BEYOND	MAYOR ROBES REPAIR	£ 70.00
19/11/2024	BACS NET PAY	BACS NET PAY	£ 24,782.81
20/11/2024	BAKER ROSS	SANTA GIFTS SAT MARKET	£ 348.95
20/11/2024	UNITED FAMILIES	WARM WELCOME 24	£ 1,000.00
21/11/2024	DNA PAYMENTS	VIC CARD MACHINE	£ 36.19
21/11/2024	BUSINESS STREAM	WATER P A ALLOTS	£ 126.22
21/11/2024	ADM COMPUTER SERV	IT SUPPORT T H	£ 940.14
22/11/2024	SSE	ELECTRIC TOWN HALL	£ 686.07
22/11/2024	BUSINESS STREAM	WATER G R ALLOTS	£ 7.60
22/11/2024	CHARTER TRUSTEES	BLESSING OF THE SEAS	£ 80.00
22/11/2024	HMRC	EE's PAYE	£ 3,732.32
22/11/2024	HMRC	EE's NI	£ 916.39
22/11/2024	HMRC	ER's NI	£ 2,467.56
26/11/2024	SAMPHIRE R/C 1106667	GRANT NOV 24	£ 450.00
26/11/2024	DEAL SHOLDEN PRIMARY	GRANT NOV 24	£ 1,000.00
26/11/2024	ROYAL BRITISDH LEGION	GRANT NOV 24	£ 500.00
26/11/2024	NORTH DEAL COMMUNITY	GRANT NOV 24	£ 800.00
27/11/2024	TOWER DESIGN & PRINT	CLIMATE ACTION BAGS	£ 642.00
27/11/2024	ST GEORGES PAROCHIAL	WARM WELCOME 24	£ 240.00
27/11/2024	ST ANDREWS PCC	WARM WELCOME 24	£ 192.00
27/11/2024	TRINITY CHURCH DEAL	WARM WELCOME 24	£ 288.00
27/11/2024	UPPER DEAL AND GT	WARM WELCOME 24	£ 432.00
27/11/2024	THE PANTRY	WARM WELCOME 24	£ 480.00

27/11/2024	DEAL AREA FOODBANK	WARM WELCOME 24	£	1,000.00
27/11/2024	HOME START	WARM WELCOME 24	£	1,000.00
28/11/2024	CONF. CINQUE PORTS	DTC/ LORD WARDEN	£	47.50
29/11/2024	BANK CHARGES	BANK CHARGES	£	92.49
29/11/2024	SUEZ	WASTE TH	£	118.50
			<b>£</b>	<b>54,392.56</b>

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

**List of Payments over £500 made between 01/11/2024 and 30/11/2024**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Amount Paid</b>
13/11/2024	DAMIEN PEARCE ELECT	MAINTENANCE TOWN HALL	£ 500.00
13/11/2024	WALKER HIGHWAYS	ROAD CLOSURES SAT MKT	£ 1,320.00
18/11/2024	BACS PENSION	EE's PENSION	£ 1,366.29
18/11/2024	BACS PENSION	ER's PENSION	£ 5,388.47
19/11/2024	DOVER DISTRICT COUNCIL	BUSINESS RATES T H	£ 1,272.00
19/11/2024	BACS NET PAY	BACS NET PAY	£ 24,782.81
20/11/2024	UNITED FAMILIES	WARM WELCOME 24	£ 1,000.00
21/11/2024	ADM COMPUTER SERV	IT SUPPORT T H	£ 940.14
22/11/2024	SSE	ELECTRIC TOWN HALL	£ 686.07
22/11/2024	HMRC	EE's PAYE	£ 3,732.32
22/11/2024	HMRC	EE's NI	£ 916.39
22/11/2024	HMRC	ER's NI	£ 2,467.56
26/11/2024	DEAL SHOLDEN PRIMARY	GRANT NOV 24	£ 1,000.00
26/11/2024	ROYAL BRITISDH LEGION	GRANT NOV 24	£ 500.00
26/11/2024	NORTH DEAL COMMUNITY	GRANT NOV 24	£ 800.00
27/11/2024	TOWER DESIGN & PRINT	CLIMATE ACTION BAGS	£ 642.00
27/11/2024	DEAL AREA FOODBANK	WARM WELCOME 24	£ 1,000.00
27/11/2024	HOME START	WARM WELCOME 24	£ 1,000.00
			<b>£ 49,314.05</b>

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

**List of Payments made between 01/12/2024 and 31/12/2024**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Amount Paid</b>
02/12/2024	ARGOS and B&Q	XMAS DECS T HALL	£ 427.50
02/12/2024	VIC YOUNG S S LTD	OFFICIAL CAR LEASE	£ 390.89
02/12/2024	SCREWFIX ACCOUNT	MAINTENANCE T H	£ 76.98
03/12/2024	K & N GARDENING	ALLOT MAINT	£ 360.00
04/12/2024	K & N GARDENING	ALLOT WASTE CLEAR	£ 620.00
04/12/2024	CONF. CINQUE PORTS	SOUVENIR BOOKLETS	£ 100.00
04/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 37.50
04/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 25.00
04/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 25.00
04/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 25.00
05/12/2024	BRITISH TELECOM	INTERNET TOWN HALL	£ 58.68
06/12/2024	CHUBB	ANNUAL CONTRACT T H	£ 1,653.56
06/12/2024	GUIDELINE LIFT	LIFT SERVICE CHARGE	£ 164.82
06/12/2024	VODAFONE BUSINESS	WORK MOBILES	£ 135.05
10/12/2024	RBL	PA HIRE	£ 225.00
10/12/2024	FCS CLEANING	CLEANING UC	£ 220.00
10/12/2024	FCS CLEANING	CLEANING WINDOWS T H	£ 190.00
10/12/2024	NEATHOUSE PARTNERS	H & S & H R	£ 366.00
10/12/2024	GLOBAL4 TELECOM	LANDLINE T H	£ 215.15
11/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 50.00
11/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 25.00
11/12/2024	STALLHOLDER	REF OF M KT PYMT	£ 25.00
11/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 25.00
11/12/2024	STALLHOLDER	REF OF MKT PYMT	£ 37.50
11/12/2024	PPLPRS MUSIC	MUSIC LICENCE TH	£ 272.95
12/12/2024	K & N GARDENING	ALLOT MAIN GR	£ 240.00
13/12/2024	REGENCY HOME IMPR	WINDOWS TOWN HALL	£ 1,968.00
13/12/2024	WALKER HIGHWAYS	ROAD CLOSURES S M	£ 1,320.00
16/12/2024	BANKLINE CHARGES	BANKLINE CHARGES	£ 41.25
17/12/2024	HIRER	REF OF WEDDING PYMT	£ 270.00
17/12/2024	SLCC	MEMBERSHIP	£ 480.00
17/12/2024	VIKING	STATIONERY T H	£ 155.46
18/12/2024	BACS PENSION	EE's PENSION	£ 1,778.71
18/12/2024	BACS PENSION	ER's PENSION	£ 7,091.45
19/12/2024	SE EMPLOYERS	STAFF TRAINING	£ 172.80
19/12/2024	DDC	BUSINESS RATES T H	£ 1,272.00
19/12/2024	BACS NET PAY	BACS NET PAY	£ 20,424.01
20/12/2024	ADM COMPUTER SERV	IT SUPPORT	£ 942.54
20/12/2024	MOYOR OF FAVERSHAM	BREWERY TOUR	£ 130.00
20/12/2024	DNA PAYMENTS	VIC CARD MACHINE	£ 31.65
20/12/2024	HMRC	EE's PAYE	£ 4,850.94
20/12/2024	HMRC	EE's NI	£ 1,308.29
20/12/2024	HMRC	ER's NI	£ 3,365.64
23/12/2024	BUSINESS STREAM	WATER GR ALLOTS	£ 7.60
31/12/2024	SUEZ	WASTE T H	£ 117.20
31/12/2024	BANK CHARGES	BANK CHARGES	£ 72.43
			<b>£ 51,791.55</b>

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

**List of Payments over £500 made between 01/12/2024 and 31/12/2024**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Amount Paid</b>
04/12/2024	K & N GARDENING	ALLOT WASTE CLEAR	£ 620.00
06/12/2024	CHUBB	ANNUAL CONTRACT T H	£ 1,653.56
13/12/2024	REGENCY HOME IMPR	WINDOWS TOWN HALL	£ 1,968.00
13/12/2024	WALKER HIGHWAYS	ROAD CLOSURES S M	£ 1,320.00
18/12/2024	BACS PENSION	EE's PENSION	£ 1,778.71
18/12/2024	BACS PENSION	ER's PENSION	£ 7,091.45
19/12/2024	DDC	BUSINESS RATES T H	£ 1,272.00
19/12/2024	BACS NET PAY	BACS NET PAY	£ 20,424.01
20/12/2024	ADM COMPUTER SERV	IT SUPPORT	£ 942.54
20/12/2024	HMRC	EE's PAYE	£ 4,850.94
20/12/2024	HMRC	EE's NI	£ 1,308.29
20/12/2024	HMRC	ER's NI	£ 3,365.64
			<b>£ 46,595.14</b>

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson, Chairperson of Deal Town Council, All Councillors  
**FROM:** Mrs L Marney, Committee Clerk  
**DATE:** 8<sup>th</sup> January 2025  
**SUBJECT:** Recommendations from the Environment Committee on the Journey taken to achieve Net Zero by 2025

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At the Environment Committee meeting held on 18<sup>th</sup> December 2024, the below report on Deal Town Council's Journey to Net Zero 2025 was presented by the Climate Change Officer and the committee discussed ways to mark reaching Net Zero.

*Members RESOLVED:*

- 1. To note the report and to refer this report to Full Council for information.*
- 2. Climate Change Officer to prepare a presentation video on the DTC Journey to Net Zero and reference future projects and present this at the January Full Council meeting for approval, and the presentation video to then be shared on the DTC website.*

**Deal Town Council's Journey to Net Zero 2025 - Report from Climate Change Officer**

Full Council declared a Climate Emergency on 26 June 2019:

"That Deal Town Council commits to becoming a carbon-neutral organisation by 2025 by creating a carbon audit and roadmap by March 2020 and will provide up to a £1,000 from this year's contingency fund to cover the costs of producing the carbon audit and roadmap.

"To include environmental impact assessments in officers' reports, highlighting in particular the impact on direct and indirect CO2 emissions. To seek means to assist other organisations in the town to reduce their direct and indirect CO2 emissions, in conjunction with specialist advice from Dover District and Kent County Council officers."

In April 2024, external auditor, STEM Sustainability, confirmed Deal Town Council's Net Zero Target was 'effectively reached six months early'

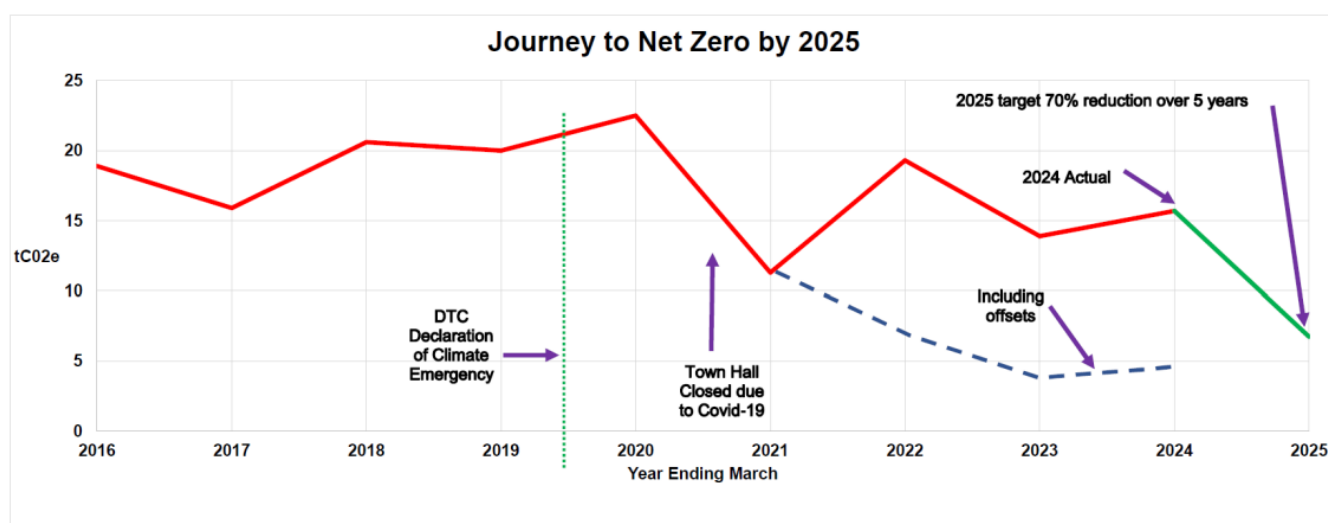
This was achieved by working through priority areas one to six as outlined in the roadmap that became the Carbon Reduction Strategy:

- Priority Area 1 – Deal Town Hall: Scopes 1 & 2.
- Priority Area 2 – Working Practices: Scope 1 & 2.
- Priority Area 3 – Transport: Scopes 2 & 3.
- Priority Area 4 – External Activities Management: Scope 3.
- Priority Area 5 – Carbon Emission Balancing.
- Priority Area 6 – Helping Our Citizens and Businesses.

Our target to 2025 from the 2019 declaration was a 70% decarbonization of our activities. As of April 2024, we reached 75% and the remaining 25% now residual emissions (emissions that we cannot currently reduce further as they are beyond our control).

t CO2e	15/16 (baseline)	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
Total inc. offset	18.9	15.9	20.6	20	22.5	11.3	6.9	4.0	5.0*
Vs baseline		-16%	9%	6%	19%	-40%	-64%	-79%	-74%

(\* rise due to increased Town Hall use, staff commuting and the inclusion of waste data)



The offsets included in our analysis are based on our 100% REGO-backed gas and electricity (Renewable Energy Guarantees of Origin) and 10,000 litres of water harvested on our allotments. Our nature-based offsets (planting projects, additional water harvesting and support of similar schemes) are not calculated here and not yet included in our footprint.

Actions taken to reach this target have included:

Roof space lagging	Chamber window repairs
Heating Controls (zonal)	Solar Panels on the Town Hall (ongoing)
The Committee Carbon Emission Checklists	Tree planting
Secondary Glazing	Paper Management review
Mayoral Transport Review	Staff Carbon Literacy Training
Winter meeting programme explored	Jan/Feb bookings of the town hall
New Energy Performance Certificate	Great Big Green Week
Air Quality Monitor – community use	Declaration of Ecological Emergency
Water Harvesting on the allotments	Air quality monitoring
Green Grants	Market review
Allotment review	Action on litter
Hedge Pledge	Cycle Friendly September
Compostable toilets at our three allotment sites	Best foot forward
Deal Home Kitchen	Community Garden at Park Avenue
Climate Action Day	Tree guardian project
Hedgehog friendly Deal	Ocean and Coastal Recovery Declaration & Strategy



Our continuing efforts to reduce our consumption can be seen here in our yearly paper review:

year	Paper used Kg	Kg CO2e
2019	204.55	188.1
2020	187.12	172.04
2021	129.74	119.28
2022	224.55	206.45
2023	117.5	108
2024	87.5	80.4

Working more efficiently at the Town Hall has led to a reduction in waste collections. The contractor's monthly average bill of £228 has now been reduced to £139 as waste is now collected fortnightly.

The Climate Action section of the website [www.deal.gov.uk/climate](http://www.deal.gov.uk/climate) gives extensive information about the council's work and future plans as well as the most recent audit from STEM. An updated [DTC Environmental Policy](#) will be brought to Full Council in January 2025 for consideration, reflecting the achievement that DTC has become 'a net zero carbon emitter in our own operations by 2025.'

Work is underway to present an updated Climate Action strategy, detailing how we remain a carbon-neutral organization. This will be presented to the Environment Committee in February 2025 for consideration.

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### **Full Council decisions required**

1. To note the Climate Change Officers report on Deal Town Council's Journey to Net Zero 2025.
2. To approve the video presentation on Deal Town Council's Journey to Net Zero and agree that it is shared on the council website.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**TO:** Cllr O Richardson Chairperson of Deal Town Council  
DTC Councillors  
**FROM:** Mrs L Crow Town Clerk  
**DATE:** 14 January 2025  
**SUBJECT:** Correspondence received regarding Operation Dynamo

---

Deal Town Council has received a request from Mr Colin Varrall who is working with local residents to install a permanent memorial and commemorative plaque in Deal to remember those who departed from Deal to assist in Operation Dynamo, known as the Dunkirk evacuations.

He has asked that Deal Town Council agree an official vote of support for the memorial and plaque advising that there will be no financial commitment required from this Council as funding is being achieved by several local events being held in January and February 2025.

Please see attached the correspondence received.

Mr Varrall further advises that he has now met with the Chairman of Dover District Council and several other representatives of DDC including a case advisor for planning and as a result the necessary formal planning application and planning has been applied for. KCC have also been advised along with permission from the owners of the property wall where the memorial is due to be situated.

**Decision required**

Members to consider a vote of support for the commemorative memorial and plaque

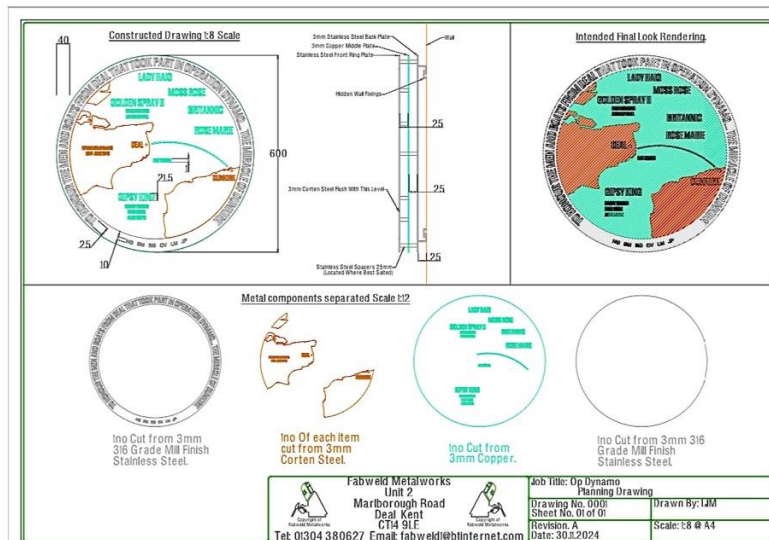
## Operation Dynamo – Dunkirk evacuations memorial, Beach Street, Deal

A group of local residents in Deal are planning on creating a permanent memorial and commemorative plaque that will be situated on Beach Street in Deal, to commemorate and remember the men and boats, which departed from Deal in May 1940, crossing the Channel to assist with Operation Dynamo, which became known as the Dunkirk evacuations. It saw the mass evacuation of at least 300,000 British and Allied soldiers from the beaches of Dunkirk during May and June 1940. The site of the permanent memorial is planned to be displayed on a 6 feet high brick wall, owned by the Mary Hougham Almhouses Properties, which for many years have been the retirement homes for Deal boatmen. The wall faces onto a pavement on Beach Street and is also adjacent to the former Deal Boatmen's Rooms and Mission to Seamen on the corner of Exchange Street. Permission has already been granted for the memorial to be mounted on the wall by the trustees of the Mary Hougham Almhouses. Neither of these properties are listed buildings. You will see from the two photographs below that the wall and properties are on the border of Deal's Middle Street Conservation Area and since permitted development is restricted the plaque may need formal planning permission. A meeting has already been made with representatives of Dover District Council (DDC), including Kevin Mills, Chairman of DDC, who has given his full support for this memorial, and an official vote of support is being sought from Deal Town Council. With a planning application inevitably being approved without opposition, it could be argued there will be no material change, so we are asking if there is any method to avoid burdening planning permission and a planning for this plaque.



The memorial will be a circular shape and measure a total circumference of 600 millimetres and consist of three different metals including Grade Mill finish stainless steel, 3 millimetres Corten Steel and 3 millimetres copper plating. The memorial has been designed and will be constructed by Fabled Metalworks, Deal. The plaque will be paid for from funding that is being raised from several local events being held in January and February 2025.

With a successful planning application, we would see the memorial being unveiled on Sunday 25th May 2025, which will coincide with the 8th anniversary of the commemorations of Operation Dynamo, during May and June 2025.



## MAYORAL ENGAGEMENT LIST – May 2024 Onwards

DATE	EVENT	LOCATION	MAYOR/DEPUTY MAYOR
<b>May</b>			
5.5.24	VE Day Service	Dover	Mayor
7.5.24	Royal Marine Heritage Trail	Deal	Mayor
9.5.24	Sandwich Mayor Making	Sandwich	Mayor
18.5.24	Betteshanger Mine Centenary	Betteshanger	Mayor
21.5.24	Handover of Speakership	Sandwich	Mayor
27.5.24	Cornilo Riding School Fair	Sutton	Mayor
27.5.24	Bowls – Mayor's Shield	Deal	Mayor
<b>June</b>			
2.6.24	Faversham Civic Service	Faversham	Mayor
6.6.24	RBL D-Day Event	Deal	Mayor
9.6.24	Blessing of the Waters	Brightlingsea	Mayor
15.6.24	Clifftop Challenge	Walmer	Mayor
23.6.24	Royal Marines Concert	Deal	Mayor
24.6.24	Flay Flag Armed Forces Day	Dover	Mayor
24.6.24	Breast Feeding Sppt. Group	Deal	Mayor
28.6.24	Beer Festival	Finglesham	Mayor
30.6.24	Armed Forces Day	Deal	Mayor
30.6.24	Martha Music on the Farm	Mongeham	Mayor
<b>July</b>			
4.7.24	Terlingham Vineyard Visit	Hawkinge	Mayor
4.7.24	Deal Music and Arts Launch	Deal	Mayor
6.7.24	Deal Repair Cafe	Deal	Mayor
7.7.24	Blessing of the Fisheries	Folkestone	Mayor
13.7.24	Deal Pride	Deal	Mayor
20.7.24	Teddy Bears Picnic	Walmer	Mayor
20.7.24	Book Launch	Deal	Mayor
21.7.24	Dover Patrol Memorial	St Margarets	Mayor
24.7.24	Baby Show	Deal	Mayor
24.7.24	Ceremonial Evening	Deal	Mayor
25.7.24	Carnival	Deal	Mayor
27.7.24	Country Fayre	New Romney	Mayor
<b>August</b>			
10.8.24	Hospital Fete	Deal	Mayor
15.8.24	Burma Star VJ Service	Deal	Mayor
16.8.24	Walmer Care Centre	Deal	Mayor
21.8.24	Venetian Fete	Hythe	Mayor
25.8.24	Golf Prize Giving	Sandown	Mayor
31.8.24	Hop Festival	Faversham	Mayor
<b>September</b>			
3.9.24	Merchant Navy Day	Dover	Mayor
14.9.24	Heritage Open Day	Deal	Mayor
21.9.24	Aylesham Carnival	Aylesham	Mayor
28.9.24	Parachute Regiment Dinner	Dover	Mayor

<b>October</b>			
5.10.24	Speaker's Day	Sandwich	Mayor
12.10.24	Deal Market	Deal	Mayor
12.10.24	Faversham Carnival	Faversham	Mayor
13.10.24	Charter Day	Deal	Mayor
17.10.24	Deal Pantry Launch	Deal	Mayor
25.10.24	Poppy Appeal Launch	Maidstone	Mayor
29.10.24	Installation of Lord Warden	Dover	Mayor
31.10.24	Mill Hill Forum Event	Deal	Mayor
<b>November</b>			
2.11.24	Lord Warden Visit	Deal	Mayor
6.11.24	Cruise Terminal Remembrance	Dover	Mayor
7.11.24	Serfca Awards	Medway	Mayor
10.11.24	Remembrance Sunday	Deal	Mayor
11.11.24	Armistice Day	Deal	Mayor
16.11.24	Climate Action Day		
<b>December</b>			
6.12.24	Ukrainian Xmas Fair	Deal	Mayor
6.12.24	Gurkha Concert	Lydd	Mayor
10.12.24	School Nativity	Deal	Mayor
13.12.24	Winter Lanterns	Deal	Mayor
14.12.24	Xmas Carnival	Deal	Mayor
17.12.24	School Nativity	Deal	Mayor
19.12.24	Goodwin Academy Panto	Deal	Mayor
22.12.24	Christmas Celebration	Dover Castle	Mayor
23.12.24	Walmer Care Centre Carols	Deal	Mayor
26.12.24	Alternative Boxing Day Dip	Deal	Mayor
26.12.24	ACE Lunch	Deal	Mayor

DEAL TOWN COUNCIL  
MEMORANDUM

**TO:** Councillor O Richardson, Chairperson of Deal Town Council  
Deal Town Councillors

**FROM:** Cllr L Craggs

**DATE:** 11 November 2024

**SUBJECT:** Outside body report on Cliff of Sanctuary (CoS)

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I attended a meeting of the leadership team of CoS on 8th November.

- \* The joy of DTC's accreditation as a *Town of Sanctuary* was palpable. All present saw it as a major new partnership and a development to be celebrated both locally and nationally. I indicated that there was a parallel response from DTC itself and that, in addition to the meeting the CoS team have requested on 13 December, internal meetings for council representatives were also being scheduled to consider the next steps.
- \* Work continues to encourage both Walmer and Dover Town Councils to follow in Deal's footsteps. I offered, via CoS, to support the work being done in Dover by their lead on this project, someone whom I know. It was also hoped that the fact that some DTC councillors are also members of Walmer TC will assist the progress of that town's work towards accreditation.
- \* Consideration as to how to work with DDC is paused, awaiting the involvement of other players. There was some discussion of the balance that councils need to take in the context of differing political considerations.
- \* The event held recently with members of the Afghan community was discussed and lauded as very successful. Khalid had produced a powerpoint slide show for the occasion which was deemed to be of great value.
- \* Christine Oliver is leading on a Games Evening scheduled for the afternoon of 14th December. It was agreed that others' help was needed to ensure this is a success.
- \* Plans are at an advanced stage to pilot from December a *Women's Friendship Group*. The hub for this is a Dover cafe.
- \* Another successful venture held in Deal recently and entitled *A Conversation*, was discussed; it is planned to repeat the event in Dover on 23 January, using the same unthreatening format. Issues considered included advertising, the political context within which it will take place and some of the linguistic issues that need to be carefully considered ( e.g. *refugee* vs *migrant*).

- \* The Refugee week planned for wb 15 June was also briefly considered; it is intended that a Planning sub group be established given its significance. The attendance of Bishop Rose has been secured and care will need to be taken to site this event near but distinct from Samphire's own summer projects, not least as we will be working in partnership. The national theme chosen is "Compassion". Whether this should be an outside event, how we can include both Deal and Dover communities were some of the issues discussed.
- \* The national organisation (*Cities of Sanctuary*) is encouraging local groups to involve their constituency MPs from the point of lobbying and advocacy.
- \* An Art Exhibition planned for 2025 was briefly discussed on the theme of *migration*.

*Les Craggs*

**DEAL TOWN COUNCIL**  
**MEMORANDUM**

**TO:** Councillor O Richardson, Chairperson of Deal Town Council  
Deal Town Councillors

**FROM:** Cllr L Craggs

**DATE:** 7 January 2025

**SUBJECT:** Outside body report on DARA

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- Cllr Ben Bano and I both attended a meeting of the DARA group on this date.
- They discussed ways in which they might widen their membership to pull in helpful skills and additional people.
- The newly started Women's Friendship Group held at The Beehive Cafe, Dover on a Monday lunchtime was also discussed, including the safeguarding issues that are related to working with this group of vulnerable women.
- Holocaust Day is imminent. I learned that a meeting is to take place between DARA and DTC Officers which would include updates for this commemoration. Ideas mooted by DARA included the showing of a film ("Survivor").
- One member gave an account of a language learning project started with the help of the Imam's wife at the local mosque. The main talking point was the complete absence of any resources, including chairs!
- Refugee Week needs to be planned; a working group and meeting (28 January) will begin work in earnest. Cllr Ben Bano mentioned an inter-church event being planned for then. The theme this year is "Community as Superpower".
- There are plans to resurrect the fund-raising quiz project, maybe in February.
- A Garden Bring 'n Buy event is mooted for Sunday 13 July.
- There is the possibility of bringing the Blackheath Conservatoire to a fund-raising event in 2025.

*Les Craggs*



**Tel: 01304 361999. Email: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)**

Officers: Mr Paul Bone - Deputy Town Clerk Others: None

1	<b>Chairpersons 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 P Findley due to personal reasons. Cllr M Walters due a prior commitment. Ms E Fogarty (FOND) due to illness.				Deputy Town Clerk
3	<b>Declarations of interest:</b> None received.				
4	<b>Public Participation and Statements received:</b> None received.				Deputy Town Clerk
5	<b>The minutes of the planning committee meeting held on 4<sup>th</sup> November 2024 for approval and signing:</b> Cllr M Eddy proposed to accept the minutes of the Planning Committee meeting held on 4 <sup>th</sup> November 2024 as a true and accurate record. The proposal was not seconded as no other member present was at the last meeting. The Chairperson agreed to defer the approval of the minutes to the next meeting.				Chairperson
6	<b>Planning applications received:</b>				Committee Clerk
	<b>DDC Ref</b>	<b>Ward</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
	24/00871	ND	The Three Compasses 129 Beach Street Deal CT14 6JS	Conversion of restaurant to 2 holiday lets to incl: Replacement of existing door with window; removal of existing & erection of new partition walls, infil; of openings to ground floor; internal lining of external walls to ground floor & creation of new opening to 1st	Members RESOLVED: No Objection. (P) Cllr T Bond (S) Cllr L Craggs 2 for, 1 abstention Agreed.

			floor. (As Amended).		
24/01127	ND	11 Deal Castle Road Deal Kent CT14 7BB	Replacement front elevation windows (Retrospective).	Members RESOLVED: No Objection. (P) Cllr M Eddy (S) Cllr T Bond All Agreed.	
24/01131	ND	Coppin Cottage 18 Coppin Street Deal CT14 6JL	Replacement roof tiles, painting of front door, shutters and window.	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr T Bond All Agreed.	
24/01186	MH	215 Telegraph Road Deal Kent CT14 9DU	Erection of two storey side and rear extension.	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr M Eddy All Agreed.	
24/01214	MD	32 St Leonards Road Deal Kent CT14 9AU	Erection of a single storey side extension.	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr T Bond All Agreed.	
24/01199	MD	Deal Town FC Sports And Social Club Charles Sports Ground And Stadium St Leonards Road Deal CT14 9AU.	Erection of a single storey side extension to existing changing rooms and alteration to windows/doors (existing toilet block to be demolished).	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr T Bond All Agreed.	
24/01229	ND	2 - 3 St Georges Passage Deal CT14 6TA	Display of 2 non-illuminated fascia signs.	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr T Bond All Agreed.	
24/01233	MH	Land To West Of Ellens Road Ellens Road Deal CT14 9JJ.	Variation of condition 6 (one year permission) of planning permission 22/00685 for "construction of a temporary vehicular access and turning area for one year" to extend the temporary	Members RESOLVED: No Objection. We can find no material planning objection for refusal, but we maintain our original objection to proposed development of this land. (P) Cllr L Craggs (S) Cllr M Eddy 2 for, 1 abstention Agreed.	

				access until 31st December 2025.		
	24/01048	ND	117 Middle Street Deal CT14 6JW	Replace 2no rear elevation windows.	Members RESOLVED: No Objection. (P) Cllr L Craggs (S) Cllr T Bond All Agreed.	
<b>7</b>	<b>Committee Clerk Report:</b> Members RESOLVED: To note the information. (P) Cllr T Bond (S) Cllr L Craggs. All Agreed.					Committee Clerk
<b>8</b>	<b>DDC decisions:</b> Members RESOLVED: To note the information. (P) Cllr T Bond (S) Cllr L Craggs. All Agreed.					
	<b>The Chairperson closed the meeting at 7.58pm</b>					

Minutes - approved by Committee and signed by Chairperson 13/01/2025
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**Deal Town Council Town Hall, High Street, Deal, Kent, CT14 6TR.**

**Tel: 01304 361999. Email: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)**

The Minutes of the Planning Committee held on Monday 4<sup>th</sup> November 2024 at the Town Hall at 7.15pm

Present: Cllr M Eddy (Chairperson)  
Cllr P Findley (Vice Chairperson)  
Cllr M Walters

Mr Robin Green (Deal Society)  
Ms E Fogarty (FOND)

Officers: Mrs L Marney – Committee Clerk

Others: 1 Member of the public

1	<b>Chairpersons 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 T Bond due to prior commitments. Cllr L Craggs due to illness.				Committee Clerk
3	<b>Declarations of interest:</b> None received.				
4	<b>Public Participation and Statements received:</b> None received.				Committee Clerk
5	<b>The minutes of the planning committee meeting held on 8<sup>th</sup> October 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 8 <sup>th</sup> October 2024 as a true and accurate record. The Chairperson duly signed the minutes. (P) Cllr P Findley (S) Cllr M Walters. All Agreed.				Chairperson
6	<b>Planning applications received:</b>				Committee Clerk
	<b>DDC Ref</b>	<b>Ward</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
	24/01050	Eastry Rural	Land South West Of Sholden Drive Sandwich Road Sholden Kent	<u>Reserved matters application pursuant to outline application 22/00652 for the details of appearance, landscaping, layout and scale for phase 2A, for the erection of 81 dwellings, car parking and infrastructure.</u>	Members RESOLVED: Objection. DTC maintains its objection to this development, but as outline permission has already been granted, DTC would want a condition added that improvement to the sewage system plans be made before houses are constructed. Conditions added to provide a suitable number of bee & swift bricks on this

				development. Consideration be given for disability access and all forms of energy saving mechanisms. (P) Cllr M Eddy (S) Cllr M Walters. All Agreed.	
24/00999	ND	72 High Street Deal CT14 6HE	Restoration of existing shop front.	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.	
24/01000	ND	72 High Street Deal CT14 6HE	<u>Display of non- illuminated fascia signs and frosted vinyl window stickers.</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.	
24/00978	ND	Chemnite House 194 High Street Deal CT14 6BL	<u>Erection of two storey rear extension, external rear staircase, insertion or rooflight and replacement first floor window in front elevation and insertion of door to ground floor rear elevation.</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.	
24/01024	ND	13 Farrier Street Deal CT14 6JR	<u>Erection of single storey rear extension with glass roof and replacement front door.</u>	Members RESOLVED: No Objection. (P) Cllr P Findley (S) Cllr M Eddy. All Agreed.	
24/01025	ND	13 Farrier Street Deal CT14 6JR	<u>Single storey rear extension with structural glazed roof to rear courtyard wall. Replacement stair and landing from ground to first floor. Removal of internal lobby and door. Replacement first floor shower</u>	Members RESOLVED: No Objection. (P) Cllr P Findley (S) Cllr M Eddy. All Agreed.	

			<u>room door.</u> <u>Replacement</u> <u>front door.</u>	
24/01042	ND	69B High Street Deal CT14 6EH	<u>Insertion of new access door.</u>	Members RESOLVED: No Objection. (P) Cllr P Findley (S) Cllr M Walters. All Agreed.
24/00292	ND	Flat 2 63 Victoria Road Deal CT14 7AY	<u>Installation of replacement windows to front elevation.</u>	Members RESOLVED: Objection, unless conservation style UPVC windows are used at this address. (P) Cllr M Eddy (S) Cllr P Findley. All Agreed.
24/01057	MH	52 Mongeham Road Great Mongeham Deal CT14 9PG	<u>Erection of a single storey rear extension.</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr M Eddy. All Agreed.
24/01064	MD	39 The Grove Deal CT14 9TL	<u>Erection of an outbuilding (retrospective).</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.
24/01044	MH	48 Mongeham Road Great Mongeham CT14 9PG	<u>Erection of two storey side, single storey rear extensions, external cladding with rooflights to side and rear (existing garage to be demolished).</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.
24/01105	MD	353 London Road Deal CT14 9PS	<u>Erection of a single storey rear extension, garage conversion with new entrance door and canopy roof, alterations to doors/windows, insertion of rooflight to existing rear roofslope,</u>	Members RESOLVED: No Objection. (P) Cllr M Eddy (S) Cllr M Walters. All Agreed.

			<u>erection of a double garage with extended driveway.</u>	
24/00796	ND	247 Sandown Road Deal CT14 6QS	<u>Erection of a two storey side extension with front balcony with railings (existing side porch to be demolished).</u>	Members RESOLVED: Objection. DTC object on the basis that the overnight accommodation is on the ground floor in a flood risk area and the balcony and bulk of the building means visibility for vehicles rounding the property is reduced. The balcony is inconsistent with the current street scene. (P) Cllr P Findley (S) Cllr M Eddy. All Agreed.
24/01084	ND	7 South Street Deal CT14 7AW	<u>Erection of a building and conversion of two buildings to create 11 no new dwellings and 4no. retail units (2no. buildings to be demolished).</u>	Members RESOLVED: Objection. DTC feel this is an over intensive use of the site, and there is a severe lack of parking. DDC should look at an area plan for supplementary planning guidance for the South Street area. (P) Cllr M Eddy (S) Cllr M Walters. All Agreed.
24/00783	MH	21 St Richards Road Deal CT14 9JT	<u>Change of use of land to residential with extension of front boundary wall and alterations to path. Insertion of window to side elevation.</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.
24/00789	ND	168 High Street Deal CT14 6BQ	<u>Erection of single storey rear extension (retrospective).</u>	Members RESOLVED: No Objection. (P) Cllr P Findley (S) Cllr M Walters. All Agreed.
24/01015	MH	7 Addelam Close Deal CT14 9LT	<u>Overall crown reduction of up to 3 metres of one Holm oak</u>	Members RESOLVED: No Objection. (P) Cllr M Walters (S) Cllr P Findley.

				<u>the subject of Tree Preservation Order No 2 of 1965.</u>	All Agreed.	
	24/01016	MH	5 Tormore Mews Deal CT14 9SX	<u>Holly (T1) fell; Holm Oak x 2 (G1) and Holm Oak x 2 (G2) overall crown reduction by up to 3 metres, all the subject of Tree Preservation Order No 2 of 1965.</u>	Members RESOLVED: Objection. DTC object to the felling of the Holly Tree, as this is beneficial to biodiversity as it produces berries and is a native species. No objection to the crowning of the Holm Oaks. (P) Cllr M Walters (S) Cllr P Findley. All Agreed.	
	24/00881	MH	Land Adjoining 14 Bevan Close Deal Kent CT14 9FW	<u>Reduce in height to approximately 6 metres and cut back overhanging foliage to the fence line of three Sycamores (T1, T2 and T3), all the subject of Tree Preservation Order No 5 of 2003.</u>	Members RESOLVED: No Objection. (P) Cllr P Findley (S) Cllr M Walters. All Agreed.	
<b>7</b>	<b>Committee Clerk Report:</b> Members RESOLVED: To note the information. (P) Cllr M Eddy (S) Cllr P Findley. All Agreed.					Committee Clerk
<b>8</b>	<b>DDC decisions:</b> Members RESOLVED: To note the information. (P) Cllr M Eddy (S) Cllr M Walters. All Agreed.					
	<b>The Chairperson closed the meeting at 8.37pm</b>					



Minutes - approved by Committee and signed by Chairperson 18/12/2024
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## Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR

The Minutes of the Environment Committee meeting held at the Town Hall on  
Wednesday 16<sup>th</sup> October 2024 at 7.15pm.

Present: Cllr S Brookfield (Chairperson) from 7:39pm  
Cllr M Eddy (Vice-Chairperson)  
Cllr S Cullen

Cllr L Craggs  
Cllr B Bano  
Cllr P Findley

Officers: Mrs L Marney - Committee Clerk  
Miss P Read - Clerical Officer

Others: None present

1	<b>Chairperson's opening remarks:</b> Cllr M Eddy (Vice-Chairperson) advised that as Vice-Chairperson he would be chairing the meeting in the absence of Cllr S Brookfield (Chairperson) who would be arriving late due to a delayed train. The Vice-Chairperson advised the committee that the order of the agenda should be changed to allow time for Cllr S Brookfield to respond upon his arrival, agenda items 8 and 9 would now become agenda items 6 and 7, and agenda items 6 and 7 would now become agenda items 8 and 9. The Vice-Chairperson welcomed everyone to the meeting and read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.	Vice-Chairperson
2	<b>Apologies for absence:</b> Cllr S Brookfield (Chairperson) advised he would be attending the meeting late due to a delayed train. Cllr D Cronk due to prior work commitment. Mr D Carey (Co-opted Member) and Ms H Charlton (Co-opted Member) due to prior commitments. Cllr M Cronk was absent.	Committee Clerk
3	<b>Declarations of interest:</b> None received.	
4	<b>Public Participation:</b> None received.	Committee Clerk
5	<b>The minutes of the Environment Committee meeting held on Wednesday 28<sup>th</sup> August 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes from the previous Environment Committee meeting on Wednesday 28 August 2024 as a true and accurate record. The Chairperson duly signed the minutes upon his arrival. (P) Cllr P Findley (S) Cllr L Craggs. All agreed.	Chairperson
6	<b>Safety of Lithium-ion Batteries Bill Update:</b> After discussion, Members RESOLVED: to adopt the Committee Clerk's recommendation: The Chairperson of the Environment Committee in liaison with the Committee Clerk writes to Baroness Jones, the Government Minister in charge of this Bill, and expresses Deal Town Council's support to the new clauses 4,5,& 6 of the Bill. With the amendment that it be an in-principal letter of support and that the nature of the Bill and new clauses' wording be attained by the Committee Clerk and circulated via email to all Councillors. (P) Cllr L Craggs (S) Cllr S Cullen. All agreed.	Chairperson/ Committee Clerk

7	<p><b>Committee Clerk Report:</b> The Committee Clerk discussed the report and after discussion, Members RESOLVED: That the DTC team be congratulated for the Best Foot Forward project and that the Committee Clerk email members the list of names of participants on the Action Litter Steering Group. (P) Cllr B Bano (S) Cllr L Craggs. All agreed.</p> <p>Cllr S Brookfield arrived for the meeting at 7.39pm</p>	Committee Clerk
8	<p><b>DDC Freedom of Information response – Deal Castle Bathing Water Enhancement Programme:</b> Following a lengthy discussion, Members RESOLVED: That the Chairperson of the Environment Committee follows up on DDC's response, by writing to DDC asking for further information:</p> <ol style="list-style-type: none"> <li>1) Deal Town Council request the details of Dover District Council's contact at Southern Water to obtain further information regarding the spending of the £3.9 million allocated to Deal Castle Beach.</li> <li>2) DTC be included in DDC stakeholder meetings with Southern Water and any other Bathing Water Quality meetings.</li> <li>3) DTC obtain the exact sum of money given to DDC by Southern Water for Deal Castle Beach.</li> </ol> <p>(P) Cllr M Eddy (S) Cllr P Findley. All agreed. Motion carried.</p>	Chairperson/ Committee Clerk
9	<p><b>Ocean and Coastal Recovery Declaration &amp; Strategy Project:</b> Following a lengthy discussion, Members RESOLVED: to proceed with Cllr P Findley's recommendation: The Environment Committee agrees to support this project which is in line with Deal Town Council's Carbon Reduction strategy and to recommend this project plan to the October Full Council meeting for approval. With an amendment to Item 5, Evidence of Need, point 1 of the project proposal – that the word 'poor' be changed to 'sufficient'. (P) Cllr M Eddy (S) Cllr S Cullen. 5 For 1 Abstention. Motion carried.</p>	Committee Clerk
	<b>The Chairperson closed the meeting at 8:11pm.</b>	

Minutes - approved by Committee and signed by Chairperson 20/11/2024
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**Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR**

**Tel: 01304 361999. Email: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)**

The Minutes of the Transport & Infrastructure Committee meeting held on Wednesday 18<sup>th</sup> September 2024 at Deal Town Hall.

Present:	Cllr M Walters (Chairperson) Cllr S Brookfield	Cllr M Eddy Mrs C Dubber (Co-opted Member)
Officers:	Mrs L Marney (Committee Clerk) Ms J Harper (Asst to the Town Clerk)	Others: None

### MINUTES

1	<b>Chairman's opening remarks:</b> The Chairperson welcomed everyone to the meeting and read the fire evacuation procedures.	Chairperson
2	<b>Apologies for absence:</b> Cllr T Bond due to work commitments & Cllr B Bano due to a prior commitment. Cllr D Cronk and Cllr D Parks were absent	Committee Clerk
3	<b>Declarations of interest:</b> None received.	
4	<b>Public Participation and Statements received:</b> 1 statement received from a member of the public regarding agenda item 6.	Committee Clerk
5	<b>The minutes of the Transport &amp; Infrastructure Committee meeting held on Wednesday 17<sup>th</sup> July 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes of the Transport & Infrastructure Committee meeting held on Wednesday 17 <sup>th</sup> July 2024. The Chairperson duly signed the minutes. (P) Cllr M Eddy (S) Cllr S Brookfield. All agreed.	Chairperson
6	<b>KCC Local Transport Plan 5 Consultation – “Striking the Balance”:</b> Following a discussion, due to the large number of questions and content requested on this consultation Members RESOLVED: To complete the questionnaire individually online using the link/QR code provided. Committee Clerk to email all councillors on the committee to inform them. (P) Cllr M Eddy (S) Cllr M Walters. All agreed.	Committee Members
7	<b>Petition to DDC – 1 Hour Free Parking for Council Car Parks:</b> Following discussion Members RESOLVED: To note the campaign but not to support it. (P) Cllr M Eddy (S) Cllr M Walters. All agreed.	Committee Clerk
8	<b>Road Safety &amp; Active Travel Newsletter &amp; Questionnaire:</b> Following discussion Members RESOLVED: The Committee Clerk to send the following responses KCC.  <i>(1 star = poor / 5 stars = excellent)</i>  <i>1.How would you rate the overall content of the newsletter? <b>4 Stars</b></i>  <i>2.Which sections or articles did you find most interesting or valuable?</i>	Committee Clerk

	<p><b>Information about places within the dover district and items which were applicable around the county.</b></p> <p>3. Were there any sections or articles that you found less interesting or valuable?</p> <p><b>Motorway case studies as not relevant to the town.</b></p> <p>4. Was the length of the newsletter appropriate? <b>Yes</b></p> <p>5. Was the newsletter visually appealing and easy to navigate? <b>Yes</b></p> <p>6. If you have answered 'No' to question 5, please tell us what we could do better in the next issue to make the newsletter more visually appealing and/ or easy to navigate.</p> <p>7. What topics would you like to see covered in future issues?</p> <p><b>Pavements and how Town and Parish Councils can involve the local community.</b></p> <p>8. Are there any other comments that you would like to make on either a specific article or section, or on the newsletter as a whole?</p> <p><b>The bulk of the newsletter is generic, half a page could be area specific, i.e. East Kent.</b></p> <p><b>Information on what makes a good Highways Improvement Plan application, and what is likely to be successful and what is not.</b></p> <p>(P) Cllr M Eddy (S) Cllr S Brookfield. All agreed.</p>	
9	<p><b>Committee Clerk Report:</b> Members RESOLVED: To note the report.</p> <p>(P) Cllr M Eddy (S) Cllr S Brookfield. All agreed.</p>	Committee Clerk
	<b>The Chairperson closed the meeting at 19.45pm.</b>	

Minutes - approved by Committee and signed by Chairperson 16/01/2025

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

The Minutes of the Transport and Infrastructure meeting held at the Town Hall  
on Wednesday 20<sup>th</sup> November 2024 at 7:15pm.

Present: Cllr M Walters (Chairperson) Cllr D Cronk  
Cllr B Bano (Vice-Chairperson) Cllr T Bond  
Cllr S Brookfield (arrived at 7.50pm) Mrs C Dubber (Co-opted member)

Officers: Mr. P Bone – Deputy Town Clerk Others: 1 member of the public  
Miss P Read - Clerical Officer

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> Apologies were received from Cllr M Eddy due to a personal commitment and Cllr D Parks due to a personal commitment.	Deputy Town Clerk
3	<b>Declarations of interest:</b> None.	
4	<b>Public Participation:</b> A member of the public addressed the committee on Agenda item 8. iii) regarding the traffic speed and volume on West Street, Deal.	
5	<b>The minutes of the Transport and Infrastructure Committee meeting held on Wednesday 18<sup>th</sup> September 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes for the Transport and Infrastructure Committee meeting held on Wednesday 18 <sup>th</sup> September 2024 as a true and accurate record. The Chairperson duly signed the minutes. (P) Cllr B Bano (S) Cllr M Walters. 2 For, 2 Abstentions. Motion carried.	Chairperson
6	<b>DTC 3<sup>rd</sup> HIP Application:</b> Following debate members considered adding the following items to the 3 <sup>rd</sup> HIP application and RESOLVED: To Include 1) A drop kerb on the pavement at Ark Lane (North Deal) to allow wheelchair and buggy users safe crossing and access to the area. 2) A pedestrian crossing on the Prince of Wales Terrace (A258) by Sondes Road and South Street, Deal to allow safe access to and from the beach. 3) A pedestrian crossing by Deal Castle, Victoria Road (A258), to allow safe crossing. 4) A drop kerb at Cowper Road, off London Road, at the intersection to allow wheelchair and buggy users safe crossing and access to the area. 5) A drop kerb and pavement restoration at Grange Road, off London Road to allow wheelchair and buggy users safe crossing and access to the area. (P) Cllr T Bond (S) Cllr D Cronk. All agreed.	Committee Clerk/ R.F.O.
7	<b>Southeastern Stakeholder Survey:</b> Following debate. Members RESOLVED: That committee members, including co-opted member Mrs. C Dubber of Deal Speaking up Group, complete the questionnaire individually online using the link provided.	Committee Members

	(P) Cllr T Bond (S) Cllr S Brookfield. All agreed.	
8	<p><b>Correspondence received</b></p> <p><b>(i) Deal Speaking Up Group – Lack of buses for Golf Road GP Surgery:</b> Following debate. Members RESOLVED: For the Chairperson to write a formal letter to the East Kent Stagecoach Director and Louise Sills, Operations Manager for Stagecoach Dover Depot to urge them to provide additional runs on the 84-bus service that extend to 6:30pm and emphasise Deal residents' Health and Safety concerns regarding access to medical treatment at the Golf Road GP surgery. (P) Cllr T Bond (S) Cllr D Cronk. All agreed.</p> <p><b>(ii) Manor Road – Road safety:</b> Following debate. Members RESOLVED: That the Committee Clerk writes a response in support of introducing traffic calming measures on Manor Road and informs them that DTC will be arranging a visit from KCC to address the Council on what calming measures are available and how to include this in a HIP application. (P) Cllr T Bond (S) Cllr S Brookfield. All agreed.</p> <p><b>(iii) West Street - Traffic speed &amp; volume:</b> Following debate. Members RESOLVED That the Committee Clerk invite Nicola Floodgate, Road Safety and Active Travel Group Manager, Kent County Council to a committee meeting to advise on how to make a successful application for 20-mile-an-hour zones in Deal. (P) Cllr S Brookfield (S) Cllr B Bano. All agreed. Members further RESOLVED: that the Committee Clerk write to KCC to ask them to do a traffic volume survey in West Street to measure the volume of traffic. (P) Cllr T Bond (S) Cllr B Bano. All agreed.</p>	<p>Chairperson</p> <p>Chairperson/ Committee Clerk/ R.F.O.</p> <p>Committee Clerk</p>
9	<b>Future Project Plans:</b> Following debate. Members RESOLVED to note the information. (P) Cllr D Cronk (S) Cllr S Brookfield. All agreed.	Committee members
10	<b>Committee Clerk Report:</b> Members RESOLVED: to note the Information. (P) Cllr B Bano (S) Cllr D Cronk. All agreed.	Committee members
	<b>The Chairperson confirmed the next T&amp;I meeting is to be on 16<sup>th</sup> January 2025 and closed the meeting at: 8:36pm</b>	Chairperson

**Minutes - approved by Committee and signed by the Chairperson 19/11/2024**
**Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR**

 The Minutes of the Finance and General Purposes Committee meeting held at the Town Hall  
on Tuesday 17 September 2024 at 7.15pm.

Present: Cllr D Parks (Vice-Chairperson) Cllr D Cronk  
Cllr S Beer Cllr M Eddy

Officers: Others: None present  
Mr Paul Bone (Responsible Finance Officer)  
Ms Heather McAdam (Assistant Finance Officer)  
Ms Polly Read (Clerical Officer)

1	<b>Chairperson's opening remarks:</b> Cllr D Parks advised that he would be chairing the meeting and read out the fire evacuation and meeting procedure.	Vice-Chairperson
2	<b>Apologies of absence:</b> Apologies were received from Cllr T Bond and Cllr M Cronk due to work commitments, and from Cllr L Craggs and Cllr B Bano due to prior commitments.	R.F.O.
3	<b>Declarations of interest:</b> None received.	
4	<b>Public participation and statements received:</b> None received.	
5	<b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 23<sup>rd</sup> July 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes from the Finance & General Purposes Committee meeting held on 23 July 2024 as a true and accurate record. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed. The Vice-Chairperson duly signed the minutes.	Vice-Chairperson
6	<b>Finance Income &amp; Expenditure figures and Full Bank reconciliation to 31<sup>st</sup> August 2024:</b> Members RESOLVED: To note the information. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.	
7	<b>Undercroft Conditions of Hire review:</b> Following debate, Members RESOLVED: To amend recommendation 1 to exclude private sales benefiting individuals. (P) Cllr S Beer (S) Cllr D Cronk. All agreed. Members then considered the amended recommendations and RESOLVED: 1. To expand the hire of the Undercroft on a Saturday from just Charities to include Local not for profit organisations and Community groups subject to private sales not benefiting individuals. 2. To extend the hire of the Undercroft to include Wednesday, between 1000-1400hrs, under the same Conditions of use, but excluding music as unlike on Saturdays, the High Street is not shut off to traffic between these times.	Facilities Manager  Facilities Manager  Facilities Manager

	<p>3. To accept the updated Undercroft Booking Form and Conditions of use form.</p> <p>4. To keep the charge at £25 per hire and to review annually. (P) Cllr D Cronk (S) Cllr S Beer. All agreed.</p>	R.F.O.
8	<p><b>Allotment Officer's report:</b> Following discussion. Members RESOLVED: to accept the Allotment Officer's report and to approve the erection of a 6ft x 8ft greenhouse constructed of Aluminum with polycarbonate panes on a steel base that incorporates water harvesting on Plot 1A of the Park Avenue allotment site. (P) Cllr S Beer (S) Cllr D Cronk. All agreed.</p>	Allotment Officer
9	<p><b>Grants review:</b> Following debate two amendments were considered: Cllr S Beer proposed a change to the groups eligible to apply in the application guidelines. Members then RESOLVED: To remove the Deal / St Omer Twinning Society and Deal Town Council from the list of eligible groups who can apply for the grant. (P) Cllr S Beer (S) Cllr M Eddy. All agreed.</p> <p>Cllr M Eddy proposed a change of name of the Grant fund. Members then RESOLVED: That the grant application change its name to 'Deal Twinning Fund' and include an introductory paragraph expanding on the scope of who the fund is open to and the twinning activities that the fund promotes. (P) Cllr M Eddy (S) Cllr S Beer. All agreed.</p> <p>Members RESOLVED: To recommend to Full Council to agree and adopt the amended application guidelines and grant application forms for the Deal Twinning Fund. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.</p>	R.F.O.
10	<p><b>Community Contributions Grants:</b> Following debate Cllr M Eddy proposed that this agenda item be referred to Full Council. This was not seconded.</p> <p>Members RESOLVED: To make the following recommendation to Full Council: That an amendment to the grant text for individual grants be made to read 'grant payments are agreed to continue for a period of up to a maximum term of 3 years subject to satisfactory annual monitoring forms being supplied to the grants subcommittee.' (P) Cllr S Beer (S) Cllr D Parks. 2 For. 1 Against. 1 Abstention. Agreed.</p> <p>The Chairperson advised that he would be take the vote on each of the recommendations in the report starting with recommendation 2.</p> <p>Recommendation 2: Members RESOLVED: that the duration of the scheme is set at 4 years with a review after 3 years. (P) Cllr S Beer (S) Cllr D Parks. 2 For 1 Against 1 Abstention. Agreed.</p> <p>Recommendation 1: Members RESOLVED: to agree the proposed Community Contributions scheme and associated documents subject to the agreed change to the maximum term of 3 years for each grant. (P) Cllr S Beer (S) Cllr D Parks. 2 For. 1 Against. 1 Abstention. Motion carried.</p> <p>Recommendation 3: Members RESOLVED: that the budget for the grant scheme is set at £10,000 per annum for the duration of the scheme.</p>	R.F.O.



	<p>(P) Cllr S Beer (S) Cllr D Cronk. 3 For 1 Against Agreed</p> <p>Recommendation 4: Members RESOLVED: that the scheme starts on 1st April 2025 for the new financial year.</p> <p>(P) Cllr S Beer (S) Cllr D Cronk. 3 For 1 Against Agreed</p> <p>Recommendation 5: Members RESOLVED: that validated applications be considered by the grants subcommittee and their recommendations are submitted to the next available F&amp;GP meeting for consideration.</p> <p>(P) Cllr D Cronk (S) Cllr S Beer. 3 For 1 Against. Agreed</p>	
11	<p><b>DTC Financial regulations update:</b></p> <p>Following debate Members RESOLVED: to establish a Task &amp; Finish Working Group to review DTC Financial regulation updates and remit back to the F&amp;GP committee. The Working Group to have a minimum of 3 members and a maximum of 5 members. If under 3 members wish to join the working group, then the item comes back to the next F&amp;GP committee meeting for further consideration. If over 5 members wish to join the working group, then the R.F.O in liaison with the Town Clerk make the final decision to select the group.</p> <p>(P) Cllr D Cronk (S) Cllr M Eddy. All agreed.</p>	R.F.O.
	The Vice-Chairperson closed the meeting at 8:14pm	

<b>Minutes - approved by Committee and signed by Chairperson 12/12/2024</b>
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**Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR**  
The Minutes of the Finance & General Purposes meeting held at the Town Hall  
on Tuesday 19<sup>th</sup> November 2024 at 7:15pm.

Present: Cllr T Bond (Chairperson) Cllr D Cronk  
Cllr B Bano Cllr S Beer  
Cllr L Craggs

Officers: Mr. P. Bone - Responsible Finance Officer  
Ms. H. McAdam - Finance Assistant Others: None present  
Miss P. Read - Clerical Officer

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> Apologies were received from Cllr D Parks (Vice-Chairperson) due to personal commitments, Cllr M Cronk due to works commitments and Cllr M Eddy due to personal commitments.	R.F.O.
3	<b>Declarations of interest:</b> None received	
4	<b>Public Participation:</b> None received	
5	<b>The minutes of the Finance &amp; General Purposes Committee meeting held on Tuesday 17th September 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes from the Finance & General Purposes Committee meeting held on 17 September 2024 as a true and accurate record. (P) Cllr D Cronk (S) Cllr B Bano. 3 For, 2 Abstentions. Agreed. The Chairperson duly signed the minutes.	Chairperson
6	<b>Finance Income &amp; Expenditure figures and Full Bank reconciliation to 31st October 2024:</b> Members RESOLVED: To note the information. (P) Cllr D Cronk (S) Cllr B Bano. All agreed.	
7	<b>Annual Grants Round 2:</b> Members considered the recommendations from the Grants subcommittee and RESOLVED: 1) <b>Sholden Primary School:</b> To award a full grant of £1,000 to create a green space & sensory garden to be used by pupils as a calm space to relax and enjoy the surroundings. 2) <b>Samphire Project:</b> To award a grant of £450 to part fund an annual lantern parade & awareness event focussing on children from local schools and their parents. 3) <b>North Deal Community Company:</b> To award a full grant of £800 to help fund replacement kitchen equipment at the Golf Road Centre. 4) <b>Deal Museum:</b> To not award a grant towards the purchase of a shelving system to display books and other sales items as the application failed to achieve 50% of the available score points 5) <b>Royal British Legion:</b> To award a grant of £500 towards the cost of providing refreshments and the hire of a PA system for Remembrance and Armed Forces Day events. (P) Cllr D Cronk (S) Cllr B Bano. 4 For, 1 Against. Agreed.	R.F.O.

8	<b>External Auditor's report:</b> Members RESOLVED: To note the report and to thank the R.F.O. and Council staff for the work commitment involved in satisfying the requests of the auditors. (P) Cllr B Bano (S) Cllr D Cronk. All agreed.	
9	<b>Braderie:</b> Following debate, Members RESOLVED: 1) To include a budget line in the draft 2025/26 Budget for a Braderie event in 2025. 2) To set £2500 as the budget for the Braderie event in 2025 and strive to get as many stall holders to participate as possible. 3) To start exploring alternative options for a Braderie in 2026 and beyond, such as the use of DDC's Union Road Carpark, alongside an appropriate consultation with Deal residents and a communication strategy in the event of any changes to the existing Braderie format. (P) Cllr S Beer (S) Cllr L Craggs. All agreed.	R.F.O.
10	<b>Town Hall Free use request:</b> Following debate, Members RESOLVED: To approve the free use of the Town Hall Chamber, committee room and kitchen on Saturday 23 <sup>rd</sup> November in support of the Christmas light switch on between the hours of 4pm to 9pm and use of the Council's 'Santa's Grotto Gazebo' in the undercroft from 2pm. (P) Cllr B Bano (S) Cllr D Cronk. All agreed.	R.F.O.
11	<b>Town Hall Christmas Decorations:</b> Following debate, Members RESOLVED: 1) To agree a one-off budget of up to £1000 to purchase this year's tree, decorations for the tree and decorations for the undercroft to be used on a yearly basis. 2) That a regular budget line of £250 is included in the Council's annual budget for the purchase of a tree and the cost of maintaining/replacing any failed/broken decorations. (P) Cllr L Craggs (S) Cllr D Cronk. All agreed.	Facilities Manager/R.F.O.
12	<b>Town Hall event/meeting chairs:</b> Following debate, Members RESOLVED: That a line for Town Hall Furniture & Equipment in the draft for 2025/26 is increased by £3,000 to cover the cost of replacement chairs. (P) Cllr D Cronk (S) Cllr L Craggs. All agreed.	R.F.O.
13	<b>National Pay Award:</b> Members RESOLVED: To note the report. (P) Cllr L Craggs (S) Cllr S Beer. All agreed.	
14	<b>DTC Financial regulations update:</b> Following debate, Members RESOLVED: To adopt the updated version on Deal Town Council's Financial Regulations 2025. (P) Cllr D Cronk (S) Cllr S Beer. All agreed.	R.F.O.
15	<b>Date of next F&amp;GP Committee meeting:</b> Following debate, Members RESOLVED: That the date of the next F&GP meeting is set at Thursday 12 December 2024. (P) Cllr T Bond (S) Cllr S Beer. All agreed. Members further RESOLVED: That an informal 'Budget Setting' session should be held for any interested Cllrs by the R.F.O. on the evening of the 10 <sup>th</sup> December. (P) Cllr D Cronk (S) Cllr L Craggs. All agreed.	R.F.O.  R.F.O.
	The Chairperson closed the meeting at: 20:14	

**Minutes - approved by Committee and signed by Chairperson 21/01/2025**

**Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR**  
The Minutes of the Finance & General Purposes meeting held at the Town Hall  
on Thursday 12 December 2024 at 7:15pm.

Present: Cllr T Bond (Chairperson)  
Cllr B Bang

Cllr L Craggs  
Cllr S Beer

Officers: Mr. P. Bone - Responsible Finance Officer

Others: None

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> Apologies were received from Cllr D Parks (Vice-Chairperson) due to travel delays, Cllr M Cronk due to works commitments, Cllr D Cronk due to personal commitments and Cllr M Eddy due to personal commitments.	R.F.O.
3	<b>Declarations of interest:</b> None received	
4	<b>Public Participation:</b> None received	
5	<b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 19<sup>th</sup> November 2024 for approval and signing:</b> Members RESOLVED: To accept the minutes from the Finance & General Purposes Committee meeting held on 19 November 2024 as a true and accurate record. (P) Cllr L Craggs (S) Cllr S Beer. All Agreed. The Chairperson duly signed the minutes.	Chairperson
	<b>Resolution to exclude the public:</b> Public Bodies (Admission to Meetings) Act 1960 s1 (2) – on the grounds that the information to be discussed is of a confidential nature. (P) Cllr L Craggs (S) Cllr S Beer. All Agreed.	
6	<b>Draft Budget 2025/26:</b> Decision required. Members debated the draft budget and then RESOLVED: To request that the R.F.O. prepares 3 further versions of the draft budget for consideration at the January meeting of this committee. These draft budgets are to be designed not to rely on or reduce the General Revenue Reserve. The 3 versions to be designed to show draft budgets, taking into account feedback from members of this committee, that do not exceed 7.5%, 12% & 15% increases in the Council tax charge. (P) Cllr S Beer (S) Cllr L Craggs. All Agreed.	R.F.O.
	<b>The Chairperson closed the meeting at: 20:27</b>	