



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

To all Councillors: You are hereby summoned to attend the Annual Meeting of the Council at the Town Hall on Tuesday 27 May 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 26 May 2025 by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to councillors prior to the meeting and become part of the public record of the meeting, names will be redacted.

Mrs Lorna Crow - Town Clerk

Date: 16 May 2025

AGENDA

1.	Chairperson's opening remarks:	Chairperson
2.	Call for nominations for Chairperson/Town Mayor 2025-2026: If more than one nomination is received an election will be held immediately.	Attach. 1
3.	The newly elected Chairperson/Town Mayor will read out the Declaration of Acceptance of Office and then announce who their Mayoress/Consort will be.	Chairperson
4.	Call for nominations for Vice Chairperson/Deputy Mayor for 2025-2026: If more than one nomination is received an election will be held immediately.	Attach. 2
5.	The newly elected Vice Chairperson/Deputy Mayor will read out their Declaration of Acceptance of Office and then announce who their Deputy Mayoress/Consort will be.	Vice Chairperson
6.	Apologies for absence:	Town Clerk
7.	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 3
8.	Chairperson of the Council to announce the appointment of the Honorary Chaplain if required: Decision required	Chairperson
9.	The minutes of the Full Council meeting held on 22 April 2025 for approval and signing: Decision required	Attach. 4
10.	Public Participation and Statements received: For councillor information: Members of the public may make representations, answer questions, and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	Chairperson
11.	The Appointment of Members to Deal Town Council Committees. Decisions required	Attach. 5
12.	Outside Bodies and Liaison Representation: Decisions required	Attach. 6
	Date of next meeting: 24 June 2025	

DEAL TOWN COUNCIL – MEMORANDUM

To: Chairperson of Deal Town Council
All Council members

From: Mrs Lorna Crow, Town Clerk

Date: 6 May 2025

Subject: **Call for nominations for the Chairperson/Town Mayor 2025/26**

The council will elect a Chairperson/Town Mayor for 2025/26 and will follow their usual voting procedure as listed below for reference.

		Actioned by
1	The Town Clerk will read out any nomination requests that she has received from Councillors prior to the meeting for the role of Chairperson/Town Mayor.	Town Clerk
2	The Chairperson will ask if any Councillor who has not been named or who wants to change their request to indicate they wish to speak by raising their hand. The Chairperson will decide which order the Councillors who have raised their hands will speak in.	Chairperson
3	The Chairperson will ask for a proposer and seconder for each nomination in turn.	Chairperson
4	The Chairperson will then take the vote on each nomination.	Chairperson
5	The R.F.O will record the vote of each Councillor and then read out the result. If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person for the Chairperson/Town Mayor role. A tie in votes (after this process has been exhausted) must be settled by the casting vote exercisable by the current Chairperson of the meeting. (LGA 1972 s 15 (3) refers)	R.F.O Chairperson Chairperson

Decision required: Members to elect the Chairperson/Town Mayor for the municipal year of 2025/26.

DEAL TOWN COUNCIL – MEMORANDUM

To: Chairperson of Deal Town Council
All Council members

From: Mrs Lorna Crow, Town Clerk

Date: 6 May 2025

Subject: **Call for nominations for the Vice Chairperson/Deputy Town Mayor 2025/26**

The council will elect a Vice Chairperson/Deputy Town Mayor for 2025/26 and will follow the voting procedure as listed below for reference.

		Actioned by
1	The Town Clerk will read out any nomination requests that she has received from Councillors prior to the meeting for the role of Vice Chairperson/Deputy Town Mayor.	Town Clerk
2	The Chairperson will ask if any Councillor who has not been named or who wants to change their request to indicate they wish to speak by raising their hand. The Chairperson will decide which order the Councillors who have raised their hands will speak in.	Chairperson
3	The Chairperson will ask for a proposer and seconder for each nomination in turn.	Chairperson
4	The Chairperson will then take the vote on each nomination.	Chairperson
5	The R.F.O will record the vote of each Councillor and then read out the result. If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person for the Vice Chairperson/Deputy Town Mayor role. A tie in votes (after this process has been exhausted) may be settled by the casting vote exercisable by the Chairperson of the meeting. (LGA 1972 s 15 (3) refers)	R.F.O Chairperson

Decision required: Members to elect the Vice Chairperson/Deputy Town Mayor for the municipal year of 2025/26.

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 22 April 2025 at 7.15pm.

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

Officers: Mr P Bone (Responsible Finance Officer) Others: None
 Ms J Harper (Asst. to the Town Clerk)
 Ms Nadine Miller (Climate Change, Projects & Communications Officer)

1	Chairperson's opening remarks: The Chairperson welcomed everyone to the meeting and read the fire evacuation procedures. Cllr Richardson reminded Councillors that they were still in purdah until 1 May due to the KCC elections and spoke about his recent visit to St Omer with Cllr Beer. He also reminded Cllrs to respond to their invitations for the St Omer Anniversary lunch on the 18 th May and the Annual Town Meeting on the 8 th May.	Chairperson
2	Apologies for Absence received: Cllr M Walters due to illness. Absent: Cllr S Brookfield, Cllr S Cullen and Cllr D Parks.	R.F.O
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda: None received.	
4	The minutes of the Full Council meeting held on Tuesday 25 March 2025 for approval and signing: Members RESOLVED: To accept the minutes of the Full Council meeting held on Tuesday 25 March 2025 as a true and accurate record. (P) Cllr A Friend (S) Cllr D Cronk. All Agreed. The Chairperson duly signed the minutes.	Chairperson
5	Public participation and statements received: None received.	
6	List of payments including payments exceeding £500 for approval and signing from the 1 March to 31 March 2025: Members RESOLVED: To accept the list of payments including payments exceeding £500 for approval and signing from the 1 March to 31 March 2025. (P) Cllr M Eddy (S) Cllr D Cronk. All agreed.	Chairperson
7	Review of Deal Warm Welcome Project: Cllr L Craggs and Cllr S Beer thanked the Climate Change, Projects and Communications Officer for the excellent, detailed Warm Welcome Project report and requested this be recorded. (P) Cllr L Craggs (S) Cllr D Cronk. All agreed. Following lengthy discussion Members RESOLVED: To formally close the Deal Warm Welcome Project and advertise details of this report in the media after the elections. The Town Clerk and Project Officer to prepare a new project plan re-creating the best parts of Deal Warm Welcome Project within the overall context of a Health and Wellbeing Theme. The Town Clerk and Project Officer to decide how and when this is done. (P) Cllr S Beer (S) Cllr M Eddy. 7 For, 3 Against, 1 Abstention.	Town Clerk & Project Officer

8	<p>KALC Health and Well-Being Advisory Committee Consultation: Cllr B Bano advised that he was the Vice-Chair of the appropriate KALC committee relating to this consultation.</p> <p>Following discussion Members RESOLVED: To set up a Task and Finish Working Group consisting of Cllr L Craggs (Chairperson) and Cllr B Bano together with the Town Clerk or an officer delegated by the Town Clerk to complete the survey. Cllrs are individually invited to send their replies to the questionnaire directly to the Town Clerk or delegated Officer for possible inclusion in the final response. The final response to be submitted by the Town Clerk or delegated Officer prior to 6th June. (P) Cllr L Craggs (S) Cllr O Richardson. 10 For, 1 Against.</p>	Cllr L Craggs, Cllr B Bano & Town Clerk
9	<p>Review of Representation to Outside Bodies and Liaison List: Members considered the list of outside body organisations and liaison for 2025/2026 and RESOLVED: To remove the Deal Speaking Up Group from the list as requested by the group. (P) Cllr D Cronk (S) Cllr M Eddy. 10 For, 1 Against.</p>	Town Clerk
10	<p>Councillor Outside Body quarterly reports: a) Chamber of Trade: Members RESOLVED to note the report (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.</p> <p>b) Astor Theatre: Members RESOLVED to note the report (P) Cllr O Richardson (S) Cllr A Friend. All Agreed.</p>	
11	<p>Deal Town Council Committee Minutes: Members RESOLVED: To note the minutes of the Planning Committee meeting held on 03.03.25 and the minutes of the Finance & General Purposes Committee meeting held on 21.01.25. (P) Cllr M Eddy (S) Cllr A Friend. All agreed.</p>	
	The Chairperson closed the meeting at 8.04pm.	

DEAL TOWN COUNCIL – MEMORANDUM

To: Chairperson of Deal Town Council
All Council members

From: Mrs Lorna Crow, Town Clerk

Date: 6 May 2025

Subject: **Committee and Panel membership 2025/26**

The annual update of Council membership on the following committees is now required.

Recommendation: To consider and agree the Councillor membership, Chairperson and Vice Chairperson for the council committees in the table below. This includes the current co-opted organisations.

The voting procedure for this is listed overleaf.

1	The Environment Committee Committee Quorum: 3 councillors	Membership: Not restricted Chairperson: Vice Chairperson: Co-opted Members: East Kent Climate Action Kent Tree & Pond Partnership
2	Finance and General Purposes Committee Committee Quorum: 3 councillors No co-opted members	Membership: Not restricted Chairperson: Vice Chairperson:
3	Grants Sub-Committee Committee Quorum: 3 councillors	Membership: Maximum 5 Cllrs Chairperson: Vice Chairperson:
4	Planning Committee Committee Quorum: 3 councillors	Membership: Not restricted Chairperson: Vice Chairperson: Co-opted Members: Deal Society FOND
5	Transport and Infrastructure Committee Committee Quorum: 3 councillors	Membership: Not restricted Chairperson: Vice Chairperson: Co-opted Members: Deal Speaking Up Group Stagecoach Southeast
6	Staff Liaison Panel	Membership: Maximum 4 Cllrs Chairperson: Vice Chairperson:
7	The Grievance and Appeal Panel The council has a pool of councillors (maximum of 6) who may be asked to sit on this panel or an appeal panel, the Town Clerk in liaison with the Chairperson of Staff Liaison Panel will decide on 3 members from this pool which includes who is the Chairperson and Vice Chairperson of the panel when required.	Membership: Maximum 6 Cllrs

Voting procedure: To be followed for Committee & Panel Membership

	Committee Membership including Co-opted Members	Actioned
1	The Chairperson will announce the Committee	Chairperson
2	The Town Clerk will read out the membership requests that she has received from Councillors prior to the meeting for the relevant Committee and current co-opted members	Town Clerk
3	The Chairperson will ask if any Councillors who have not been named or who want to change their request to indicate they wish to speak by raising their hand.	Chairperson
3	The final list of membership, including co-opted members will be read by the Town Clerk.	Town Clerk
4	<p>The Chairperson will ask for a Proposer and Secunder for the motion to accept the list and go to the vote.</p> <p>Grant Sub Committee (5 Cllrs), Staff Liaison Panel (4 Cllrs) and Grievance and Appeal Panel (6 Cllrs): If more than the required number of Councillors are put forward the Chairperson will ask for a Proposer and Secunder for each and take separate votes.</p> <p>The R.F.O will record the vote of each Councillor and read out the result. If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of the appropriate number of people for that committee.</p> <p>A tie in votes (after this process has been exhausted) may be settled by the casting vote exercisable by the Chairperson of the meeting (LGA 1972 s 15 (3) refers)</p>	<p>Chairperson</p> <p>R.F.O</p>
	Chairperson and Vice Chairperson of a Committee	
5	The Town Clerk will read out the Chairperson nomination and Vice Chairperson requests that she has received from Councillors prior to the meeting for the relevant Committee.	Town Clerk
6	The Chairperson will ask if any Councillor who has not been named or who wants to change their request to indicate they wish to speak by raising their hand.	Chairperson
7	The final list of nominations for Chairperson/Vice Chairperson will be read out by the Town Clerk.	Town Clerk
8	The Chairperson will call for a Proposer and Secunder for each nomination. Once this has been confirmed the Chairperson will take a vote on each nomination.	Chairperson
9	<p>The R.F.O will record the vote of each Councillor and read out the result. If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes are given in favour of one person for the Chairperson/Vice Chairperson role.</p> <p>A tie in votes (after this process has been exhausted) may be settled by the casting vote exercisable by the Chairperson of the meeting. (LGA 1972 s 15 (3) refers)</p>	R.F.O
	This process will then begin again until all 7 committees have been voted on.	

DEAL TOWN COUNCIL - MEMORANDUM

To: Chairperson of Deal Town Council, all Council members
From: Mrs L Crow, Town Clerk
Date: 6 May 2025
Subject: Representation to Outside Bodies and Liaison Representatives

At the Full Council meeting last month members agreed the following list of organisations that the council would have councillor representatives for this municipal year.

It is now time for the Council to agree who the representatives will be.

The voting procedure is listed overleaf for reference.

Organisation	Usual Number of Councillor(s)
Deal/St Omer Twinning Association To note: This association has the following written in its constitution: Deal Town Council will appoint two of its members to serve on the Management Committee, with the addition of the Mayor and Deputy Mayor as ex officio members. These members are additional to those described.	The Mayor and Deputy Mayor + 2 councillors
North Deal Community Company	1 Councillor + 1 Reserve Councillor
Chamber of Trade liaison	1 Councillor+ 1 Reserve Councillor
Deal Music and Arts Ltd	1 Councillor+ 1 Reserve Councillor
Dover Joint Transportation Board	1 Councillor + 1 Reserve Councillor
Deal Memorial Bandstand Trust	The Mayor
Astor Theatre liaison	1 Councillor + Responsible Finance Officer
Citizens Advice Bureau	1 Councillor+ 1 Reserve Councillor
Dover District Fairtrade Group	2 Councillors
KALC area committee meetings	2 Councillors
White Cliffs Community Rail Partnership & Southeastern Railway Stakeholder Meetings	1 Councillor + 1 Reserve Councillor
East Kent Network of Sanctuary	2 Councillors
East Kent Climate Action	2 Councillors
Deal Area Refugee Aid (D.A.R.A)	1 Councillor + 1 Reserve Councillor
Cliffs of Sanctuary	1 Councillor + 1 Reserve Councillor

Decisions required

Members to agree Councillor representatives for the Outside Body Organisations for this municipal year.

Voting procedure:

	Voting on membership for the organisations	Actioned by
1	The Town Clerk will read out the nomination requests that she has received from Councillors prior to the meeting for representatives for that organisation.	Town Clerk
2	The Chairperson will ask if any Councillors who have not been named or who want to change their request to indicate if they wish to speak by raising their hands.	Chairperson
3	The final list of nominations for the organisations will be read out by the Town Clerk.	Town Clerk
4	<p>If there is a clear list the Chairperson will ask if Members for a proposer and seconder to vote on block.</p> <p>However, if an organisation has more nominations than the required two the Chairperson will ask for a proposer and seconder for each organisation and take a vote.</p> <p>The R.F.O will record the vote of each Councillor and then read out the result.</p> <p>If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of the appropriate number of people for the role.</p> <p>A tie in votes (after this process has been exhausted) may be settled by the casting vote exercisable by the Chairperson of the meeting. (LGA 1972 s 15 (3) refers)</p>	<p>Chairperson</p> <p>R.F.O</p>