

MEETING OF THE TOWN COUNCIL

**Notice is given that a meeting of the Town Council
will be held at 7pm on Monday 6th September 2021 in the Guild Hall Chamber**

All Councillors are summoned to the above meeting.

The meeting will be open to the press and public.

Covid Safety Measures will be continued for the safety of our community

AGENDA

1. CHAIRMAN'S ANNOUNCEMENT

2. APOLOGIES FOR ABSENCE

3. MINUTES (Enclosure)

- a) The minutes of the Council meeting held on 26th July 2021 to be approved and signed as a true record.
- b) To receive the approved minutes of the Planning Committee held on 4th May 2021
- c) To receive the approved minutes of the Planning Committee held on 12th May 2021
- d) To receive the approved minutes of the Planning Committee held on 21st June 2021
- e) To receive the approved minutes of the Planning Committee held on 5th July 2021

Only questions on the accuracy of the minutes are accepted.

***Councillors are requested to inform the clerk in advance of the meeting of any queries.
No later than 12 noon on the day of the meeting and not at the meeting.***

4. DISCLOSURE OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011.

5. QUESTIONS FROM THE PUBLIC

At the Chairman's discretion, 15 minutes duration in total and 3 minutes per member of the public submitting their written question in full on items on the agenda during which the meeting will be adjourned. No question will be accepted without a notice in writing delivered to the Clerk by no later than 9 am on the day of the meeting which states the question in full.

Members of the public will remain seated during public questions.

6. FINANCIAL MATTERS (enclosure)

- a) To receive and ratify payments and receipts.
- b) To receive and approve current payments and receipts
- c) To receive and note the bank reconciliation and bank statements
- d) To receive and note the budget monitor
- e) To note the donation cheque for £1,376 from the ex-servicemen's club which has been used towards a Memorial Garden bench (s139)
- f) To consider a virement of from the Pride in Lydd budget head of £846 to earmark for the Lydd Enhancement project as set out in the briefing note and agreed at the July 2021 meeting.

7. CONCLUSION OF AUDIT

- a) PKF Littlejohn has now completed the review of Lydd Town Council's Annual Governance and Accountability Return for the year ended 31st March 2021 and to receive and consider their report certificate which states as follows: " On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return in our opinion the information is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met"
- b) To receive the publication of the Notice of Conclusion of Audit and note that along with certified AGAR was published on the Council website prior to 30 September 2021.

8. REPORTS (enclosure)

- a) **Kent County Council**- To receive a written report from County Councillor Tony Hills
- b) **Lydd Airport** - To receive a report from the Mayor, Cllr Sweeney
- c) **Confederation of the Cinque Ports Standing Joint Committee** – To receive a written report from the Deputy Mayor Cllr R.S. Jones
- d) **Brett Marathon** - To receive a report from the Mayor, Cllr Sweeney

9. REMEMBRANCE SUNDAY (enclosure)

- a) To consider a request from the War Memorial Institute for a contribution of £150 towards the buffet
- b) To agree the donation for the Poppy Wreath to be laid on behalf of the people of Lydd by the Town Mayor. Cllr Goddard to report on this matter. (£80 in 2020)
- c) To consider the request from the Ex-Servicemen's Club regarding their taking over the organisation and administration from Lydd Town Council of Remembrance Sunday arrangements not including the road closures.

10. GENERAL PURPOSES COMMITTEE (enclosure)

To receive and adopt the Terms of Reference for the newly formed committee.

11. ROSPA ANNUAL INSPECTION REPORT

To receive the annual inspection report carried out by RoSPA 11th August 2021 and progress on repairs will be reported to the General Purposes Committee in line with the Terms of Reference

12. LYDD MARATHON

- a) To consider a request from Nice Work to hold the Lydd Marathon on 6th March 2022
- b) To note that the EDF race has now been re-arranged for Saturday 13th November 2021

13. NATIONAL MODEL DESIGN CODE (enclosure)

Government has published the National Model Design Code which sets out clear design parameters to help local authorities decide what good quality design looks like in their area and provides a common overarching framework for design.

14. COMPUTER INSTALL PROJECT (enclosure)

To consider the inclusion of a budget head for the renewal of office IT equipment for the budget 2022-23 as set out in the briefing note.

15. LYDD IN BLOOM

The Mayor to report on the judging of the competition and the presentation event which will take place on the evening of Monday 27th September 2021

16. CONSULTATIONS

- a) Kent County Council 2022-23 budget consultation
[Budget Consultation 2022-23 | Let's talk Kent](#). The closing date is 19 September 2021.
- b) Kent County Council Household Waste Recycling Centres – your views on continuation of booking a visit system www.kent.gov.uk/wasteconsultation The closing date is 19th September 2021
- c) National Transport and Highways Survey – your views on accessibility, highways maintenance, public transport, road safety, congestion, walking and cycling.
[National Highways and Transport Survey 2021/22 | Let's talk Kent](#). Closing date is 28 February 2022

17. CIVIC ENGAGEMENTS (enclosure)

To note the civic engagements at which the Town Council has been represented.

A. Alexander, B.A. (Hons.)
Town Clerk 1st September 2021