

**MEETING OF LYDD TOWN COUNCIL**  
**Monday 4<sup>th</sup> March 2024 at 7.00 pm in the Council Chamber at the Guild Hall**

All Councillors are summoned to the above meeting.

**AGENDA**

**PRAYERS –Rev. David Parrott will lead the Council in prayers.**

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES (Enclosures)**

- a) The minutes of the Council meeting held on 8<sup>th</sup> January 2024 to be approved and signed as a true record
- b) To receive the already approved minutes of the Planning Committee meeting held on 4<sup>th</sup> December 2023 and 8<sup>th</sup> January 2024
- c) To receive the already approved minutes of the Personnel Committee meeting held on 18<sup>th</sup> September 2023
- d) To receive the already approved minutes of the Buildings and Amenities Committee meeting held on 2<sup>nd</sup> October 2023

***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.***

**3. DECLARATIONS OF INTEREST**

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.

**4. QUESTIONS FROM THE PUBLIC**

*The meeting will be adjourned*

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.

*The meeting will be reconvened*

***Members of the public to please note the public participation guidance***

**5. FINANCES (enclosure)**

- a) To ratify and approve payments and receipts
- b) To receive and note the bank reconciliation.
- c) To receive and note the budget monitor

**6. ALLOTMENTS (enclosure)**

- a) Councillors to review the annual Allotment Association Management Team allowance for the upkeep of the allotments in line with the self- management agreement.  
This is currently £1,200 per annum.
- b) To review the allotment rent and water charges falling due in October 2024 currently £20 for a 5 perch plot

**7. CHARGES FOR HIRE OF GUILD HALL CHAMBER AND PARLOUR (enclosure)**

To receive and note the charges for use of the Guild Hall Chamber and Parlour and booking arrangements.

**8. GURKHA BAND CONCERT DONATION**

Cllr Goddard to report on the donation made to the Gurkha Welfare Trust following the concert.

**9. GREAT BRITISH SPRING CLEAN**

District Councillor Clive Goddard to report on his arrangements for this years' Great British Spring Clean litter picking event.

**10. KCC MEMBERS REPORT (enclosure)**

To receive and note the KCC members report from Cllr Tony Hills – previously circulated to Councillors and on the Council website for the public to view

**11. D DAY ANNIVERSARY 6<sup>th</sup> JUNE 2024**

This year will be the 80<sup>th</sup> Anniversary of D Day 6<sup>th</sup> June 1944. The Mayor will light the beacon at The Banks at 9.15pm in celebration of the light of peace and alongside this the International Tribute will be read

**12. LYDD CLUB DAY (enclosure)**

To consider a request from Lydd Club Day committee to use the Rype on Saturday 15<sup>th</sup> June 2024 for the event and to note that they will require the Rype from Sunday 9<sup>th</sup> June until Sunday 16<sup>th</sup> June Insurance, road closures and event plan to follow.

**13. FURTHER REQUEST TO USE THE RYPE BY LYDD MARKET (enclosure)**

Further to permission for Lydd Market to use the Rype on Sunday 4<sup>th</sup> August to hold a summer food festival and craft market from 10am to 4pm, Lydd Markets would now like to request permission to use the Rype on Saturday 4<sup>th</sup> July & Saturday 7<sup>th</sup> September 2024, from 7am to 4pm.

**14. COMMITTEE/SKILL SET AND OUTSIDE BODY FORMS (tabled)**

Councillors are requested to return their completed forms to the Town Clerk no later than 9am on Monday 25<sup>th</sup> March 2024

**15. CIVIC ENGAGEMENTS (enclosure)**

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

**16. PRESS AND PUBLIC EXCLUDED**

To consider that public and press be excluded from the following confidential commercially sensitive agenda item being exempt as defined in Schedule 12 of the Local Gov Act 1972.

**17. SMALL GRANTS (tabled)**

Councillors to receive and ratify the donations to be made from Lydd Town Council to local voluntary groups and organisations using the Municipal Charities donation.

**18. UPDATED POLICIES AND PROCEDURES (tabled)**

Chairman of the Personnel Committee, Cllr Darren Chapman to report

**a) COUNCILLOR/OFFICER PROTOCOL**

To receive and note the reviewed and updated Councillor/Officer protocol following a complaint by a member of staff.

**b) PUBLIC PARTICIPATION AT COUNCIL MEETINGS**

To receive and note the guidance following a complaint by a Councillor

A. Alexander, B.A. (Hons.)  
Town Clerk  
28<sup>th</sup> February 2024

