

**MEETING OF LYDD TOWN COUNCIL**  
**Monday 13<sup>th</sup> January 2025 at 7.00 pm in the Council Chamber at the Guild Hall**

All Councillors are summoned to the above meeting.

**AGENDA**

**PRAYERS –Fr. Jack Greenhalf will lead the Council in prayers.**

**1. APOLOGIES FOR ABSENCE**

**2. STATEMENT FROM THE MAYOR**

**3. MINUTES (Enclosures)**

- a) The minutes of the Council meeting held on 4<sup>th</sup> November 2024 to be approved and signed as a true record
- b) To receive the already approved minutes of the Planning Committee meeting held on 7<sup>th</sup> October 2024 and 4<sup>th</sup> November 2024.
- c) To note that an amendment to wording of the Planning Committee minutes held on 29<sup>th</sup> July 2024 following deferment from the November 2024 Council meeting has been considered by the Planning Committee and will be reported to Council in due course.
- d) To receive the already approved minutes of the Buildings and Amenities minutes held on 3<sup>rd</sup> June 2024
- e) To receive the already approved minutes of the Personnel Committee meeting held on 22<sup>nd</sup> July 2024

***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. 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.

**5. 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*

**6. INSTALLATION OF THE LORD WARDEN BOOKLET (tabled)**

Councillors to receive a souvenir booklet donated by the Town Mayor celebrating the Installation of the Lord Warden Sir George Zambellas

**7. 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
- d) To consider and approve the statement of internal control
- e) To consider approve the draft audit plan
- f) To consider and approve the Internal Auditor terms of reference
- g) To re-appoint the Independent Internal Auditor Lionel Robbins
- h) To note Anti-virus renewal Vipre Endpoint Security all devices £1200.00 3 years

**8. BUDGET AND PRECEPT SETTING (enclosure)**

- A) Councillors to receive and adopt the budget as agreed at the Council meeting on 4<sup>th</sup> November 2024
- B) Councillors to receive the provisional Council tax base for 2025-26 of 2,262.20
- C) Councillors to set the precept request for the financial period 2025-26 in line with the agreed budget which is to be notified to Folkestone and Hythe District Council by 31<sup>st</sup> January 2025

**9. BY ELECTION COSTS (enclosure)**

To note that the invoice has now been received from Folkestone and Hythe District Council for the charge to be paid by Lydd Town Council for the by election held on 17<sup>th</sup> October 2024 called by a petition of ten electors and held on 17<sup>th</sup> October 2024 for the sum of £8275.30. To note that this money will be taken from general reserves.

**10. DONATION FROM LYDD MUNICIPAL CHARITIES**

- a) To note that the donation of £5,000 from Lydd Municipal Charities on 27<sup>th</sup> November 2024
- b) Councillors to consider a request from Lydd Municipal and Other Charities that the Town Council purchase of a Holm Oak tree to be planted on the Rype in memory of the people who donated the Charities money.

**11. ALLOTMENTS (enclosure)**

- a) To review the charges for allotment plots to include water for rents falling due 1st October 2025 and which is currently £20 for a 5 perch plot
- b) 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.

**12. RBL POPPY APPEAL, BAND CONCERT AND LYDD IN LIGHTS**

Cllr Clive Goddard to report on the following

- a) RBL Poppy Appeal 2024
- b) Band of the Brigade of Gurkhas Christmas Concert 2024
- c) Lydd in Lights competition and presentation evening 2024

**13. LAND NORTH EAST SIDE OF DUNGENESS (enclosure)**

Residents of Lydd on Sea requesting support for the land to be registered as a Community Asset. Cllr Goddard to report.

**14. USE OF THE RYPE (enclosure)**

- A) To consider the request from Lydd Club Day
- B) To note the change of date request from Who Let the Dogs Out to 19<sup>th</sup> July 2025 and supporting insurance and risk assessment documents to be considered by Councillors.

**15. 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.

**16. CIVIC ENGAGEMENTS (enclosure)**

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

**17. 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.

**18. BURSARY APPLICATION (enclosure)**

- A) Councillors to note that an application has been received for the Lydd Centenary 1985 Bursary fund
- B) To consider the financial position of the fund and formation of Panel– Town Clerk to report

A. Alexander, B.A. (Hons.) Town Clerk  
8<sup>th</sup> January 2025