

**MEETING OF LYDD TOWN COUNCIL**

**Monday 3<sup>rd</sup> March 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. MINUTES (Enclosures)**

- a) The minutes of the Council meeting held on 13<sup>th</sup> January 2025 to be approved and signed as a true record
- b) To receive the already approved minutes of the Planning Committee meeting held on 2nd December and 13<sup>th</sup> January 2025
- c) To receive and note the Planning Committee minutes from the meeting held on 29<sup>th</sup> July 2024 (previously deferred).
- d) To receive the already approved minutes of the Personnel Committee meeting held on 28<sup>th</sup> October 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.***

**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*

**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. INCOME AND EXPENDITURE ACCOUNTING (enclosure)**

Councillors to note that due to the increase in payments and receipts over the last 3 consecutive years that Audit regulations require a move to Income and Expenditure accounting with effect from 1<sup>st</sup> April 2025. The Independent Internal Auditor recommends that due to the number of transactions we move from Excel to Scribe. Councillors to consider information provided and delegated authority to Officers to progress the transition.

**7. RENEWAL OF ELECTRICITY CONTRACT (enclosure)**

To note that the contracts for supply of electricity to the following properties, Guild Hall, Manor Road Pavilion and garage are due for renewal on 1<sup>st</sup> April. Councillors to consider quotes as circulated

**8. RENEWAL OF GAS CONTRACT (enclosure)**

To note that the contracts for supply of gas to the Guild Hall, is due for renewal on 1st April. Councillors to consider quotes as circulated

**9. VE DAY 80 (enclosure)**

To note that Lydd Town Council will host the VE Day 80 celebrations at the Banks from 7.30pm on the evening of 8<sup>th</sup> May 2025. The beacon lighting will take place at 9.30pm

**10. SMALL GRANTS/LYDD MUNICIPAL CHARITIES (enclosure)**

- a) To note that the Holm Oak tree which was agreed by the Town Council at the January meeting be purchased from the donated money in memory of the people who donated the Charities money was planted on 3<sup>rd</sup> February 2025 adjacent to Paine Avenue and the total cost of the tree, planting and 3-year maintenance being £588.33
- b) To receive the report following the meeting of the Small Grants Panel on 24<sup>th</sup> February to consider the applications received. To note that the payments will be made in the forthcoming financial year and are to be made from the Lydd Municipal Charities donation
- c) To agree a sum from the Lydd Municipal Charities money to be transferred to the Lydd Centenary Bursary Fund.

**11. POLICIES AND PROTOCOLS (enclosure)**

Councillors to note that at the meeting of the Personnel Committee held on 17<sup>th</sup> February 2025 that the following policies/protocols were reviewed and updated.

- a) Protocol on Councillor/Officer relations
- b) Unreasonable Behaviour Policy

**12. ROSPA REPORT ON THE RYPE SWING FIXINGS FAILURES (enclosure)**

Town Clerk to advise on the inspection and RoSPA report concerning swing fixings.

**13. LYDD IN BLOOM (tabled)**

Councillors to receive their allocation of roads for shortlisting properties as part of the Lydd in Bloom competition. Councillors to return their forms to the Guild Hall by 30<sup>th</sup> June 2025 in time for the final judging to take place.

**14. LETTER FROM THE GURKHA WELFARE TRUST (enclosure)**

Councillors to receive and note the letter of gratitude for the donation of £2,500 to the Gurkha Welfare Trust following the Lydd Town Council Christmas concert 2024.

**15. NOMINATION OF LAND TO THE NORTH EAST OF DUNGENESS AS AN ASSET OF COMMUNITY VALUE**

Following the letter and supporting documentation sent to Folkestone and Hythe District Council as agreed following a report by Cllr Goddard at the January meeting: the district council will consider the nomination and evaluate it against a set of statutory and non-discretionary criteria to determine whether the nomination should be accepted. If the nomination is upheld and the site is listed as an ACV, the owner of the property has the right to challenge the decision.

Councillors to consider if Lydd Town Council wishes to make any further representations before a decision is made on the nomination and to note that this must be done before 14 March 2025.

**16. CONSULTATION FOLKESTONE AND HYTHE DISTRICT COUNCIL HERITAGE STRATEGY**

Folkestone & Hythe District Council is consulting on a revised draft of the Heritage Strategy. The revised strategy has been updated to take account of changes in legislation and changes within the council. [Folkestone & Hythe Heritage Strategy Consultation | Folkestone & Hythe District Council](#)

Councillors to bring their comments to the Council meeting for consideration and agreement.

**17. MAYOR AND DEPUTY MAYOR ELECT (enclosure)**

Councillors to note that any nomination forms to be returned to the Town Clerk by 31<sup>st</sup> March 2025

**18. COMMITTEE AND OUTSIDE BODY REQUEST FORMS (tabled)**

Councillors to note that the preference forms to be returned to the Town Clerk by 31<sup>st</sup> March 2025

**19. 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.

**20. CIVIC ENGAGEMENTS (enclosure)**

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

**21. PRESS AND PUBLIC EXCLUDED**

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

**22. REPORT FROM THE CHAIRMAN OF THE PERSONNEL COMMITTEE**

Councillor Chapman will provide confidential reports on Personnel Committee matters which are for Councillors to receive and note.

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