

MEETING OF LYDD TOWN COUNCIL

Monday 7th July 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 Statutory Annual Council meeting held on 13th May 2025 to be approved and signed as a true record
- b) To receive the already approved minutes of the Planning Committee meeting held on 3rd February, 3rd March and 7th April 2025
- c) To receive the already approved minutes of the Personnel Committee meeting held on 17th February 2025 and 14th April 2025

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) Councillors to receive the briefing note regarding changes to the layout of financial reports following the change from Excel to Scribe Accounting system
- b) To receive and note the charges for Scribe Accounting System
- c) To ratify and approve statements of income and expenditure
- d) To receive and note the bank reconciliation.
- e) To receive and note the budget monitor
- f) To receive and note the annual subscription to the Confederation of the Cinque Ports for the year 2025-26 for the sum of £400

6. ONLINE BANKING ELECTRONIC PAYMENTS POLICY (enclosure)

Councillors to receive the Electronic Payments Procedure which will come into operation once the Unity Trust Bank Account is open and online banking is being used and to note that the processes within the procedure have been included in the updated financial regulations to be considered and adopted at agenda item 7.

7. FINANCIAL REGULATIONS (enclosure)

Councillors to receive and consider the updated Financial Regulations
This Model Financial Regulations template was produced by the National Association of Local Councils (NALC) in April 2024 for the purpose of its member councils and county associations.

8. THE LYDD HALF MARATHON AND 20 MILE RACE (enclosure)

Councillors to consider the request from Nice Works to hold the Lydd Half Marathon and 20 -mile race on 29th March 2026. All associated documents attached for consideration by Councillors.

9. CIVIC PROTOCOL (enclosure)

Councillors to note that at the meeting of the Personnel Committee held on 23RD June 2025 that the Civic Protocol was reviewed and updated for adoption by Council.

10. 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 2025 meeting: and the update to Councillors at the March 2025 meeting the district council decided to list the nominated site as an ACV.

Town Clerk to report

11. AGREEMENT BETWEEN LYDD TOWN COUNCIL AND LYDD TOWN FOOTBALL CLUB FOR USE OF THE RYPE AND PAVILLION (enclosure)

Following the decision made by the Building and Amenities Committee on 3rd June 2025 to approve the draft agreement between Lydd Town Council and Lydd Football Club, Councillors to receive and note the final agreement and terms of reference between Lydd Town Council and Lydd Football Club for use of the Rype for football training and matches. To note the Fire Risk Assessment June 2024 issued with the Terms of Reference.

12. KCC MEMBERS REPORT (enclosure)

To receive and note the KCC members report from Cllr David Wimble

13. CIVIC ENGAGEMENTS (enclosure)

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

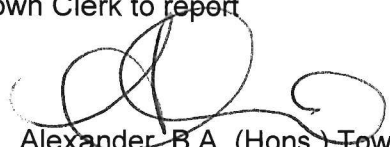
14. PRESS AND PUBLIC EXCLUDED

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.

15. COMPUTER RENEWAL AND UPGRADES (tabled)

Councillors to consider the quotations for the replacement of Office IT equipment and update to operating systems which are required to take place before October 2025.

Town Clerk to report



A. Alexander, B.A. (Hons.) Town Clerk
30th June 2025