

**MINUTES OF A MEETING OF LYDD TOWN COUNCIL**

Held on Monday 5<sup>th</sup> September 2022 at 7pm in the Guild Hall Chamber

**Present:** Town Mayor, Cllr Martin Sweeney, Deputy Mayor R.S. Jones, Councillors, Mrs Ann Duncan, Clive Goddard, Tony Hills, Mrs Jean Jones, Len Laws, Mrs Kim Rye, Paul Rye

Angela Alexander – Town Clerk  
Mrs Diane Cavey- Assistant Town Clerk

Rev. Chris Maclean led the Council in prayer.

**184. APOLOGIES FOR ABSENCE**

Councillors Allen (unwell), Mrs Beach (holiday), Chapman (family matters), Mrs Manahan (family matters), Snell (personal reasons).

**185. MINUTES**

- a) **RESOLVED:** *The minutes of the Council meeting held on 4<sup>th</sup> July 2022 were approved and signed as a true record*  
*Proposed by Cllr R.S. Jones and seconded by Cllr Mrs Jones*  
*For: 8*  
*Abstentions: 2 (Cllrs Laws and Mrs McKenna)*
- b) **RESOLVED:** *To receive the already approved minutes of the Planning Committee meetings held on 9<sup>th</sup> May, 6<sup>th</sup> June 4<sup>th</sup> July 2022*

**186. DECLARATIONS OF INTEREST**

Cllr Goddard declared an interest in the agenda items a, b and c regarding Remembrance Sunday and Poppy Day and matters relating to Folkestone and Hythe District Council.  
Cllr Hills declared an interest in matters relating to Kent County Council and Folkestone and Hythe District Council.

**187. HONORARY FREEMAN CEREMONY**

The Town Mayor, Cllr Martin Sweeney welcomed Alice Boxall MBE and asked the Town Clerk to explain the Honorary Freeman scheme.  
The Town Clerk explained as follows:  
On 12<sup>th</sup> January 2010, all local councils were given express powers to confer the title of 'honorary freeman' to persons of distinction and those who, in the Council's opinion, have rendered extensive and eminent services to the council's area.  
At the meeting of Lydd Town Council held on 5<sup>th</sup> August 2013 a draft procedure which was written in accordance with section 249 of the Local Government Act 1972 for appointing Honorary Freeman was considered by councillors and duly adopted.  
At the full council meeting held on 4<sup>th</sup> November 2019 the resolution to bestow the Freedom of Lydd upon Alice Boxall MBE was proposed by Cllr Tony Hills and seconded by Cllr Mrs Ann Duncan and supported by the majority of Councillors present and voting.  
Alice has given many years of volunteer services to the community, including administering, charring, curating and fundraising for Lydd Town Museum.  
She has also volunteered for the Romney Marsh Footpaths Preservation Society and organises conducted walking tours around Lydd. Alice is an active supporter of the RNLI, Women's Institute and All Saints', St Peters and Brookland parish churches.  
This honour is only awarded in rare and exceptional circumstances and the contribution that Alice has made over many years of dedicated service without doubt meets the criteria of the Town Council's policy to bestow this distinction in recognition of her efforts and achievements.

The Mayor then called upon Councillor Tony Hills who proposed the motion at a meeting of Lydd Town Council held on 4<sup>th</sup> November 2019 that the Honorary Freeman of the Town and Parish of Lydd be conferred upon Alice Boxall MBE in recognition of her long and valuable service to the Community of Lydd to speak in support of his proposal.

Councillor Hills said:

I have the great pleasure in proposing Alice Boxall to become an Honorary Freeman of the Town and Parish of Lydd.

In recognition of her long service to our community and Parish.

The legend that is Alice Boxall MBE

I have had the pleasure of knowing Alice for over thirty years and I have always admired her strength, energy, and tenacity in working for our community.

From her days on the resident's association organising trips and events. Watching her from my shop down the coast trying to put up posters in the notice board with a stiff easterly breeze...never giving up.

Running and help promoting our Lydd Town Museum. The museum that holds my favourite exhibit, the Dungeness shingle beach cart...the one that brought the beer to Dungeness.

I have always admired Alice and I feel privileged to propose her for this honour.

The Mayor then invited Alice to sign the Roll of Honorary Freeman which was witnessed by the Town Mayor and Town Clerk.

The Town Clerk asked the Town Sergeant to take the Mace and prepare the loving cup

The Mayor and Honorary Freeman then stood back- to- back to toast from the loving cup as is the tradition

The Mayor congratulated Alice Boxall MBE on being appointed as an Honorary Freeman of Lydd and the Pendant was presented by the Town Clerk

Honorary Freeman Alice Boxall MBE addressed the Council and said:

"I could not believe my ears when the Town Clerk told me that I was going to be made an Honorary Freeman. Over the years I have been involved in a lot of charitable works and when I first moved to Lydd parish, I was determined that if there was anyone who needed help then I would be there".

**RESOLVED: That Alice Boxall MBE be awarded the distinction of Honorary Freeman of Lydd**

#### 188. QUESTIONS FROM THE PUBLIC

None

#### COUNCILLORS REPORTS (Appendix A page 196 to 199)

A written report from KCC Member for Romney Marsh, Cllr Tony Hills had been previously circulated to Councillors and made available on the Lydd Town Council website.

Cllr Hills added that his report concentrated on the Lydd Ranges where good progress was being made compared to how it was two years ago and the sea defences will now protect us until 2050. It has taken 30 years to get to this point.

#### 189. FINANCIAL MATTERS (Appendix B page 200 to 205)

**A. RESOLVED: To ratify and authorise the payment and receipt of accounts presented at the meeting.**

**Proposed by Cllr R.S. Jones and seconded by Cllr Mrs Jones**

**For: 10**

**Unanimous**

**B. RESOLVED: To receive and note the bank reconciliation.**

**C. RESOLVED: To receive and note the budget monitor**

**D. RESOLVED: To make the following virements to the budget heads required to reallocate funding as required for the following projects and associated items of expenditure as set out below.**

**190. Work at the Banks Sports and Social Club**

A section of flooring and exterior fire doors have been replaced at the Banks Sports and Social Club. There is likely to be more work needed to the fabric of the building.

**RESOLVED: The sum of £6,000 to be moved from general reserves to the BSSC budget head.**

**191. Honorary Freeman budget head**

£2000 was allocated in the 2020-21 budget following the proposal by Cllr Tony Hills to bestow the honour of Honorary Freeman upon Alice Boxall MBE which was unspent during that period due to Covid.

**RESOLVED: The sum of £2,000 to be moved from general reserves to the Honorary Freeman budget head.**

**192. Tennis Court Project budget head**

The resolution to appoint ETC for the tennis court renovation project at the sum of £42,703 was decided by Councillors at the meeting on 4<sup>th</sup> July 2022. There is currently £25,800 available in the tennis court budget head. The shortfall can be moved from the money earmarked in Guild Hall refurbishment for the car park.

**RESOLVED: The sum of £16,000 to be moved from the Guild Hall refurbishment car park earmarked budget to the tennis court budget head.**

**193. The Rype Play project**

The resolution to appoint HAGS for the replacement Rype play equipment project for the sum of £60,000 was decided by Councillors at the meeting on 4<sup>th</sup> July 2022. There is currently £40,000 in the Rype Play project budget head and with the splitting of the project into Phase 1 and Phase 2 and the addition of the Space Net piece of equipment the project should be able to be delivered for £50,000. The shortfall can be moved from the money earmarked for the Lydd enhancement project of £7846.55 and the balance to be moved from general reserves once the final invoice is received.

Phase 2 will need to be costed and included in the November budget setting so that this project can be delivered in 2023-24.

**RESOLVED: The sum of £7,846.55 to be moved from the Lydd Enhancement Project budget head to the Rype Play project budget head.**

**The Virements set out as above for the Banks Sports and Social Club Pavilion work, The Honorary Freeman, Tennis Court project and the Rype Play project proposed by Cllr Paul Rye and seconded by Cllr Tony Hills.**

**For: 9**

**Abstention: 1 (Cllr Laws)**

**194. AGAR EXTERNAL AUDITORS REPORT**

- a) Councillors received and considered the completed Section 3 of the AGAR from PKF Littlejohn (our External Auditor Report and Certificate which stated as follows: *On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR 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.*

*Other matters not affecting our opinion which we draw to the attention of the authority:*

*None.*

The Town Clerk explained that when they have approved the accounting and governance at the May meeting that the AGAR form is submitted with other documentation to the External Auditor for examination RESOLVED: Following consideration to accept and agree Section 3 of the AGAR as completed by PKF Littlejohn and to note this will be published on the Lydd Town Website before 30<sup>th</sup> September

**RESOLVED: To accept and adopt the report from PKF Littlejohn**

**Proposed by Cllr Goddard and seconded by Cllr Mrs Duncan**

**Unanimous**

- b) The Notice of Conclusion of Audit had been circulated to Councillors and to be displayed on the Council website.

**RESOLVED: To accept and agree the Notice of Conclusion of Audit for publication.**

**Proposed by Cllr Goddard and seconded by Cllr R.S. Jones**

**Unanimous**

#### **195. SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANEMENTS**

The Town Clerk advised Councillors that at present the external auditors are PKF Littlejohn and that the next 5-year appointing period runs from 2022-23 to 2026-27 and the SAAA has undertaken a procurement exercise to appoint auditors to each County area. The Town Clerk said that it would be a significant step to opt out of the arrangements.

. The Town Clerk had previously circulated a briefing note to Councillors as follows:

##### **SAAA central external auditor appointment arrangements**

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA (Smaller Authorities Audit Appointments) is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million and all authorities require an appointed external auditor.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, they must advise us of the option to opt-out of the next round of 5-year audit appointments.

During the previous 5-year period all smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. If Lydd Town Council wishes to continue as part of the SAAA sector led auditor appointment regime then no action is required, we will remain part of central scheme.

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

All smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out no later than 28 October 2022.

### Opting-out

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at [www.saaa.co.uk](http://www.saaa.co.uk)

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

#### Key implications are:

- an opted-out authority regardless of size (including exempt authorities) MUST appoint an appropriate external auditor;
- the appointed auditor must be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority must convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by 30 November 2022 will have an external auditor appointed for it by the Secretary of State through SAAA. This will result in additional costs of £300 which will have to be met by the authority

***RESOLVED: To stay with the current arrangements that Lydd Town Council stays with the Local Audit (Smaller Authorities Audit Appointments) appointment of external auditors by being opted-in to their setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms Proposed by Cllr R.S. Jones and seconded by Cllr Mrs Duncan Unanimous***

### 196. CCTV

Cllr Clive Goddard said that he had submitted a motion for the agenda in relation to CCTV for the July meeting and apologised to Councillors that this was too late to be included in the agenda but the Clerk had suggested he meet with the Mayor and Deputy Mayor to discuss his proposal which was to engage the services of an independent professional, rather than a company selling CCTV to carry out a feasibility study giving us guidance on the viability and an idea of cost.

Cllr Laws said the previous Mayor had asked him to do this 2 to 3 years ago and he had plucked a company of the internet who said poles have to align to send signals and Ashford Monitoring would not give him a price for the monitoring service. Cllr Laws said he agreed that the Council does need expert advice.

The Mayor said this is where we have drawn a line and this should be done professionally and get expert advice so as not to waste public money. We will move forward and give delegated powers to the Town Clerk and then make a judgment when the advice has been received. He said there are also other options to be looked at as a solution such as Neighbourhood Watch.

Cllr Mrs Jones said that the Council should ensure that if we do this it should be for the whole of the parish including the Coast and not just for a small section of the parish.

Cllr Hills said that the Council must also engage with Kent Police to make sure any system is serviceable for their needs as well before considering spending public money.

**RESOLVED: That delegated powers be given to the Town Clerk to engage with a professional advisor to look at the feasibility and likely cost of installing a CCTV system in the Parish of Lydd.**

**Proposed by Cllr Goddard and seconded by Cllr Mrs Rye  
Unanimous**

#### 197. LYDD IN BLOOM

The Town Mayor thanked Councillors for carrying out the shortlisting of properties and advised that the final judging has taken place and that the presentation evening for the winners of Lydd in Bloom 2022 will take place on 26<sup>th</sup> September 2022 in the Guild Hall.

**Received and noted**

#### 198. VACANCIES ON OUTSIDE BODIES AND COMMITTEES

To note that there are vacancies to be filled on the following committee outside bodies and Councillors to express their interest should they wish to be considered for appointment

- a) Planning Committee due to the resignation of Cllr Mrs Jean Jones there was one vacancy on the Planning Committee.

**RESOLVED: Cllr Mrs McKenna be elected to the Planning Committee**

**Proposed by Cllr Mrs Duncan and seconded by Cllr Laws**

**For: 4**

**Abstention: 4 Cllrs Hills, Mrs Jones, Cllr R.S. Jones, Cllr Rye**

- b) Lydd Club Day Committee – 2 vacancies

**RESOLVED: Cllr Mrs Kim Rye to be a representative of the Town Council on Lydd Club Day Committee**

- c) Lydd Twinning Committee – 1 vacancy

**There were no nominations**

#### 199. VACANCY FOR ONE COUNCILLOR

- a) It was noted that the uncontested election to fill the vacancy arising from the resignation of Mrs Jade Wainwright had arisen again as the person elected failed to take up office. A petition from members of the public that a by election be called had been submitted to the District Council.

The Town Mayor said that it was disappointing to go through this process again with only a few months left until the parish council elections in 2023 when we could co-opt a councillor for that period of time at no cost whereas a by election could cost in the region of £10,000 to the community.

Cllr Bob Jones said he found it disappointing as the new Councillor would only be able to attend a few meetings so the cost would be over £3,000 per meeting they attended.

Cllr Laws spoke in favour of poll cards.

Cllr Hills said that sadly an election without poll cards usually has a 5 to 7 % turnout but the two candidates who recently stood for Dymchurch without polling cards put out their own leaflets and got a 15% turnout.

Cllr Goddard agreed and said that the candidates at Dymchurch put their own paperwork out in the community. Poll cards can remind people that there is an election but it is hoped that the candidates do put their own leaflets out. He said that the District Council don't pay for the election they just organise it and then invoice the Town Council at cost.

- b) Following debate and consideration Councillors voted if poll cards be requested from Folkestone and Hythe District Council to be paid for by Lydd Town Council.

**RESOLVED: That poll cards should be requested to be delivered if there is a by election due to more than one candidate standing.**

**Proposed by Cllr Laws and seconded by Cllr Hills**

**For: 7**

**Abstentions: 3 Cllrs Sweeney, Mrs Kim Rye and Mrs Jones**

## 200. PLANTING OF TREES IN MEMORY OF HONORARY FREEMEN OF LYDD

Cllr Clive Goddard said that four of our Honorary Freemen have passed away since 2015 the most recent being Fred Wood-Brignall and Dennis Prior. This year we are being encouraged to plant trees for the Queen's Green Canopy and proposed that the Council plants four trees in appropriate places in memory of our former Honorary Freemen. Cllr Goddard said it would be fitting if the trees in memory of Fred Wood-Brignall and Denis Prior were close to their benches and the other two in memory of Marie Masters and Chris Albrow be close to the Hamilton Road end of the Rype.

Cllr Goddard said that he had noted that there was money left in the Honorary Freeman budget which he hoped could be used.

The Mayor said that the Town Clerk should liaise with our contractors so that this is done in a professional manner and we get this right and have the correct size trees.

Cllr Hills said that KCC have saplings which will be given to each County Member and it was discussed that these would be appreciated in Cllr Hills could arrange this for Lydd Town Council but that they would not be used for this particular proposal as larger trees would be purchased but the saplings once received would be planted in a different position.

**RESOLVED: That the Town Clerk orders 4 appropriate trees to commemorate our Former Honorary Freemen who have passed away in recent time (Marie Masters, Fred Wood-Brignall, Denis Prior and Chris Albrow and arrange for our contractors to prepare and plant them on the Rype.**

**Proposed by Cllr Goddard and seconded by Cllr R.S. Jones**

**For: 9**

**Abstention: 1 (Cllr Laws)**

## 201. REMEMBRANCE SUNDAY AND POPPY APPEAL

a) Councillor Goddard said that he was co-ordinating the poppy appeal again this year and thanked Cllr Paul Rye in advance that the Scouts would be doing a street collection again this year. Cllr Goddard said that the wreaths and poppies were on order and thanked the Town Clerk for advertising the appeal for raffle prizes which could be dropped into her at the Town Hall and all the proceeds raised will go to the poppy appeal.

**RESOLVED: The donation to the poppy appeal and the wreath to be £85**

**Proposed by Cllr R.S. Jones and seconded by Cllr Laws**

**For: 9**

**Abstention: 1 Cllr Goddard**

b) The Town Clerk read the letter from the Memorial Institute in relation to the Remembrance Sunday buffet.

**RESOLVED: The donation to the Memorial Institute for the buffet on 13<sup>th</sup> November Remembrance Sunday agreed to be £150**

**Proposed by Cllr Paul Rye and seconded by Cllr Mrs Kim Rye**

**For: 9**

**Abstention: 1 Cllr Goddard**

c) The Town Clerk advised that she had contacted the bugler, James Double, who said that he would be delighted to attend Remembrance Sunday again this year.

**RESOLVED: That the donation to the bugler for his expenses to be £50**

**Proposed by Cllr Hills and seconded by Cllr Mrs Jones**

**Unanimous**

**202. CIVIC ENGAGEMENTS (Appendix C page 206 to 207)**

The civic engagements at which the Town Council has been represented *had* been circulated.

*Received and noted*

**203. PRESS AND PUBLIC EXCLUDED**

**RESOLVED:** *To exclude press and public for the following items of business as the items are commercially sensitive and involve the disclosure of exempt information.*

*Proposed by Cllr R.S Jones and seconded by Cllr Mrs Duncan*

*For: 6*

*Abstention: 4 (Cllrs Hills, Laws, Mrs McKenna and Mrs Rye)*

**204. INSURANCE RENEWAL**

The Town Clerk advised that the Council's insurance is due for renewal on 1<sup>st</sup> October 2022 and Councillors were asked to consider quotations as circulated to them.

The Clerk advised that the quotation from BHIB was a 3-year agreement which would be underwritten by Aviva.

**RESOLVE:** *To accept the quotation from BHIB for the 3-year term as set out in documentation previously circulated to Councillors.*

*Proposed by Cllr Laws and seconded by Cllr Mrs Duncan*

*For: 10*

*Unanimous*

**205. REPLACEMENT STAIRLIFT**

The Town Clerk advised that the existing stair lift to the Council Chamber had been serviced prior to the Honorary Freeman ceremony but that it is out of date and the spare parts are no longer available should it break down. The Clerk said that this advice had originally be given prior to lockdown and that she had obtained quotes but had put the agenda item on hold as the building was not being used regularly and due to Covid no functions were being held. The Clerk advised that the Council may wish to consider replacement now or wait until there was a breakdown of the stairlift but this may cause inconvenience were there a need for it to be used.

There Followed debate and consideration of the quotations for the replacement of the stairlift to the Chamber in the Guild Hall which were provided by Higher Elevation, Dolphin and Prestige

**RESOLVED:** *To accept the quote from Higher Elevation and appoint them to replace the stairlift to the Council Chamber*

*Proposed by Cllr Mrs Jones and seconded by Cllr Paul Rye*

*For: 6*

*Abstention: 2 (Cllrs Mrs Rye and Cllr Laws)*

*Against: 2 Cllrs Goddard and Hills*

**206. VALUATON OF ASSETS**

The revaluation of the Councils had been carried out by Canterbury Auction Gallery and the valuation and inventory of arts and regalia had been circulated to Councillors and advised that the valuation had been received after the quotation for insurance and so the valuation would be sent to BHIB who had just been reappointed and this may have an impact on their quotation.

The Town Clerk reported on the current status of the WW1 gun and the matters raised by the Canterbury Auction Gallery. Following discussion, it was agreed to give delegated authority to the Town Clerk to progress the matter.

**RESOLVED: To received and adopt the Valuation of Assets. To agree delegated authority to the Town Clerk to progress all matters in relation to the WW1 gun. Proposed by Cllr Hills and seconded by Cllr Paul Rye. Unanimous**

## 207. RYPE PLAY AREA PROJECT

At the Council meeting held on 4<sup>th</sup> July 2022 it was unanimously RESOLVED to award the contract for the replacement 5- to 11-year-old play equipment on The Rype to HAGS as set out in their quotation subject to the savings made by removal of items such as benches which can be commissioned by the Town Council being replaced with an additional play equipment item.

It was RESOLVED to hold a meeting to discuss progressing the projects and submitting of planning permission. The Town Mayor met with the Kent County Councillor, District Councillor, and the Deputy Mayor as a one-off meeting to discuss the project which would then be discussed with the Planning Department at FHDC by the Town Clerk.

Prior to this meeting, discussions had been held with HAGS and the consultant to achieve in the most economical way the best value project with the addition of a piece of exciting play equipment for the older age group that was suitable for the Rype. Their solutions were put to the progress meeting and explained by the Consultant as follows:

### **Phase 1**

This is to replace existing 5- to 11-year-old equipment which is at the end of life

To remove all benches and picnic tables shown on the original scheme submitted by HAGS from this phase

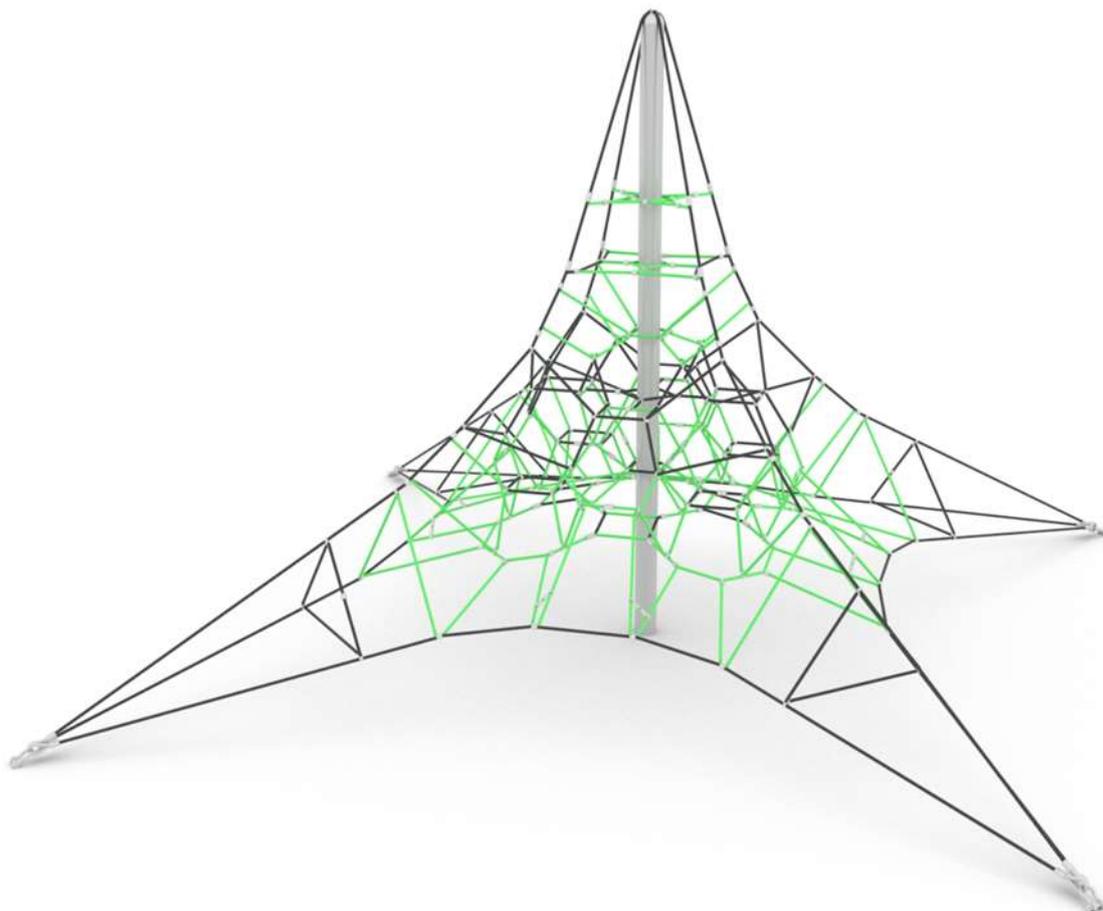
To remove the A2 sign, cradle swing, spinner and shop play panel shown on the original scheme submitted by HAGS

**To include the Space Net – situated on the extended surface as shown in red on drawing at a position away from the under 5s existing area adjacent to the Tower.**

### **Description of the Space Net**

A mountain, a castle, a giant tree, an army assault course. The HAGS 4m High Net Pyramid opens up a world where young imaginations can soar! The potential for creativity with endless spatial, physical and mental challenges are all here for individuals and groups of children of all abilities. Are you tough enough? The Pyramid certainly is! Made from six strand steel reinforced, 18mm braided nylon rope, and secure pressed-aluminium connectors, all connected to a stainless-steel mast. Length (mm):8100 mm Width (mm):8100 mm Height (mm):3900 Fall Height (mm):650 mm Safety Area Width (mm):9000 mm Safety Area Length (mm):9000 mm Safety Area :51 m<sup>2</sup>

**This phase of the project would be delivered in this financial year subject to virements to the budget.**



## Phase 2

To add the cradle swing piece to the existing under 5s area and a play panel

To install the safety surfacing as in phase 1

To install the fencing around if this is supported by Folkestone and Hythe District Council Planning Dept.

To install new benches, picnic tables, bins and signs.

The Mayor asked Councillors to concentrate on discussing and considering Phase 1 for this meeting.

**RESOLVED: To accept the revised design of the Under 11s play equipment as set out in the briefing note. This is to include the swings, tower and include the space net as an adventurous piece of play equipment. All benches, picnic tables, bins to be purchased and installed by the Town Council at a later date.**

**To note that the original quotation accepted was for £60,000.**

**Proposed by Cllr R.S. Jones and seconded by Cllr Mrs Duncan**

**For: 9**

**Abstention: 1 (Cllr Mrs Jones)**

**208. BUDGET SETTING PLANNING**

The Town Clerk reported to Councillors as follows:

The Council meeting to set the budget will be held on 7<sup>th</sup> November 2022.

We currently have 2 large projects to complete and fund which will take up much of the available funds and reduce the reserves below an acceptable level. This means there will be little available money to spend this financial year beyond what is already committed and the forthcoming budget will ideally need to include the money taken out of reserves for the tennis and Rype project to be put back and therefore included in the precept.

The budget is constructed by setting out the annual running costs for the Council, budgeting for repairs and renewals, including any pre-agreed minuted expenditure and then including the suggestions from those committees with a remit for expenditure to agree their own budget request for inclusion in the Council budget to make the money available to spend in the following financial year

We may also have to pay the costs for a by election as was discussed on the agenda this evening which will be invoiced to us by the District Council at their costs and this will deplete the general reserves further.

This is the first year as a Clerk I have not been confident in predicting the annual running costs due to the lack of stability in costs – fuel for example has an impact on most expenditure we make for the Council and in our homes.

I would therefore ask Councillors to be financially prudent when considering setting the budget and therefore the precept for the forthcoming financial year to ensure that the money that you request does not adversely impact the residents of the parish. They need to be able to afford to pay their council tax bill.

Councillor Tony Hills thanked the Town Clerk for the report and said it is going to be a very difficult year and that he would not wish to see an increase in the precept as residents need to be able to pay their bills and he would like to see the precept come in at a figure under last years precept and that costs for longer term projects should be spread over a 3-year period.

Cllr Laws asked if the staff were still working from home and said that payments should be made for their energy use.

The Mayor confirmed that staff can work from home at times and he would discuss the matter with the Chairman of Personnel.

***Received and noted***

***The meeting closed at 21.06***

***Chairman*** \_\_\_\_\_

***Date*** \_\_\_\_\_

**KCC Member for Romney Marsh Report**  
**29.08.2022**

Here is my latest report for Lydd TC.



**Highways matters.**

Even with the hot weather we still have lots of 'pot holes' appearing. If you find a problem, please report it on the site address below.

<https://webapps.kent.gov.uk/KCC.KHSFaultsGIS.Web.Sites.Public/ReportAFault.aspx>

**KCC Bus Funding Reduction**

We should have more information in September about local service cuts from Stagecoach. The No. 11 service supported by KCC is not as I understand affected.

**Sea Defence special report**

Jurys Gap

Yes, I know we have a hosepipe ban in parts of Kent, not on the Marsh yet...but as we approach Autumn, with the possibility of storm events, we must be prepared.

Last Wednesday I visited the sea defence construction works down at Jurys gap to protect the western shore, Lydd ranges and Lydd itself.

The work is part of the 'FoCES Plan' (the Folkstone to Cliff End strategy) to protect the district and in particular Romney Marsh from flooding.



The Southern Region Flood & Coast Committee (I serve on this committee for Kent) arranged a site visit to inspect the work so far. We saw the great job being done by Van Oord and the EA. This is the second year on construction and is due to be completed next year when we should have the major beach nourishment of 80,000 tons of shingle to complete the protection.

The images below show what we saw last week the construction of over 30 hardwood groynes. 30,000 tons of shingle being unloaded from the 'mother' barge by the 360 degree digger to unload shingle at 'high water' and then at 'low water' it is 'bulldozed' into position.





Remember only two years ago we storm Ciara (8-9 February 2020) which almost breached the Green Wall at Jurys Gap.



We are now better protected as a community and this level of defence should take us past 2050.

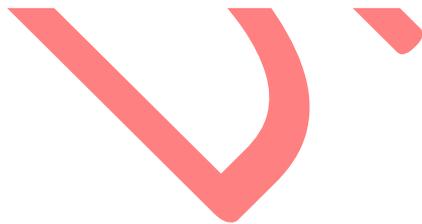
### Climate Change

Following the hottest spell in our history. As a point of interest the 'Coastal Survey' is giving a local sea temperature of up 21 degrees (as I write this)...again not very surprisingly after a very warm summer. As I said in my last report extra heat creates extra moisture in the atmosphere, which can create stronger equinox storms,

### **The Economic Emergency**

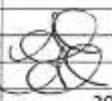
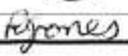
With things getting more and more difficult for our residents the Romney Marsh Community Hub is having meetings with Folkestone & Hythe District Council to see how best we can help those in our community most at risk. Contact RMCH on 01797 363888 website: [rmch.org.uk](http://rmch.org.uk)

Tony Hills Kent County Member for Romney Marsh







| LYDD TOWN COUNCIL               |   |            |  |
|---------------------------------|---|------------|--|
| Bank Reconciliation Statement   |   |            |  |
| for the Period Ending           |   |            |  |
| 31st August 2022                |   |            |  |
| BANK and CASH:                  | Statement Date:   | £          |  |
| Lloyds TSB Current Account      | 12-Aug  | 128,209.25 |  |
| Lloyds TSB Reserve Account      | 12-Aug  | 76,099.27  |  |
| Petty Cash                      |   | 100.00     |  |
| <b>LESS Unpresented Items:</b>  |   |            |  |
|                                 | 4303  | 1000.00    |  |
|                                 | 4376  | 50.00      |  |
|                                 | 4404  | 25.00      |  |
|                                 | 4416  | 240.00     |  |
|                                 | 4424  | 228.00     |  |
|                                 | 4425  | 60.00      |  |
| Office Depot                    | DD 22/08  | 254.90     |  |
| Castle Water                    | DD 22/08  | 103.57     |  |
| British Gas                     | DD 24/08  | 23.29      |  |
| Waterlogic                      | DD 26/08  | 19.31      |  |
| FHDC                            | DD 26/08  | 25.00      |  |
| Corona                          | DD 27/08  | 480.48     |  |
| Opus                            | DD 29/08  | 25.24      |  |
| KCS                             | DD 31/08  | 158.70     |  |
|                                 |   |            | 2,693.49   |
| Plus credits not yet at bank    |   |            | -  |
|                                 |   |            | <b>201,715.03</b>  |
| Opening balance                 |   |            | 213,640.20   |
| PLUS Receipts                   |   |            | 69,312.73  |
| LESS Payments                   |   |            | 81,237.90  |
| <b>Balance Carried Forward:</b> |   |            | <b>201,715.03</b>  |
| Prepared by:                    |  | Date:      | 31/08/2022   |
| Checked by:                     |  | Date:      | 31/08/22   |
| Checked by:                     |   | Date:      |  |





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LYDD TOWN COUNCIL  
MS A ALEXANDER  
13 HIGH STREET  
LYDD  
ROMNEY MARSH  
KENT  
TN29 9AF



Your account statement

Issue date: 12 August 2022  
Write to us at: PO Box 1000, Andover  
Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)  
Visit us online: www.lloydsbank.com  
Your branch: ASHFORD (309028)  
Sort code: 30-90-28 Account number: 07746475  
BIC: LOYDGB21138  
IBAN: GB69 LOYD 3090 2807 7464 75



**BUS BANK INSTANT**  
LYDD TOWN COUNCIL

Account summary

**Balance On 15 Jul 2022** £76,096.75  
Total Paid In £2.52  
Total Paid Out £0.00  
**Balance On 09 Aug 2022** £76,099.27

*[Handwritten signature]*

Account activity

| Date      | Payment Type | Details                   | Paid In (£) | Paid Out (£) | Balance (£) |
|-----------|--------------|---------------------------|-------------|--------------|-------------|
| 15 Jul 22 |              | STATEMENT OPENING BALANCE |             |              | 76,096.75 ✓ |
| 09 Aug 22 |              | INTEREST (GROSS) ✓        | 2.52 ✓      |              | 76,099.27 ✓ |
| 09 Aug 22 |              | STATEMENT CLOSING BALANCE | 2.52        | 0.00         | 76,099.27 ✓ |

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RECEIVED  
22 AUG 2022

*[Handwritten signature]*  
22/8/22

BUDGET MONITOR

LYDD TOWN COUNCIL  
Budget Monitor 2022-2023

31 AUGUST 2022

| RECEIPTS   |           | Actuals          | Original Budget   | Revised Budget   | Difference        | % Budget      |   |
|--|-----------|------------------|-------------------|------------------|-------------------|---------------|---|
| Allotments Rent and Deposits                           |           | 487.52           | 3,900.00          |                  | 3,412.48          | 13%           |   |
| Ambulance Service Rent                                 |           | -                | 5,200.00          | -                | 5,200.00          | 0%            |   |
| Band Concert   |           | -                | 0.00              |                  | -                 |               |   |
| Bank Interest  |           | 5.11             | 20.00             |                  | 14.89             | 26%           |   |
| Donations from Lydd Municipal and Other Charities      |           | -                | 5,000.00          |                  | 5,000.00          | 0%            |   |
| Manor Road Pavilion Hire                               |           | -                | 400.00            |                  | 400.00            | 0%            |   |
| Masts and Easements                                    |           | -                | 1,580.00          |                  | 1,580.00          | 0%            |   |
| Precept  |           | 65,000.00        | 130,000.00        |                  | 65,000.00         | 50%           |   |
| Sales  |           | -                | -                 |                  | -                 |               |   |
| VAT Refund   |           | 3,819.10         | -                 |                  | (3,819.10)        |               |   |
| Other Receipts   |           | 1.00             | -                 |                  | (1.00)            | #DIV/0!       | E1 Foreshore rent   |
| <b>TOTAL RECEIPTS:</b>                                 |           | <b>69,312.73</b> | <b>146,100.00</b> | <b>-</b>         | <b>76,787.27</b>  | <b>47.44%</b> |   |
| PAYMENTS   |           | Actuals          | Original Budget   | Revised Budget   | Difference        | % Budget      |   |
|  | EMR       |                  |                   |                  |                   |               |   |
| Adverts  | 1,200.00  | -                | 0.00              |                  | -                 | #DIV/0!       |   |
| Allotments   |           | 713.25           | 0.00              |                  | (713.25)          | #DIV/0!       | Expenditure from mast and plot income   |
| Army Adventure Day                                     | 4,393.77  | -                | 0.00              |                  | -                 |               |   |
| Audit  |           | 90.00            | 600.00            |                  | 510.00            | 15%           |   |
| Band Concert   |           | -                | 0.00              | 1,000.00         | 1,000.00          | 0%            |   |
| Bank Charges   |           | 96.49            | 300.00            |                  | 203.51            | 32%           |   |
| Banks SSC  |           | 3,693.41         | 100.00            |                  | (3,593.41)        | 3693%         |   |
| Bin Emptying   |           | -                | 665.00            |                  | 665.00            | 0%            |   |
| Christmas Tree & Lighting                              |           | 118.65           | 1,000.00          |                  | 881.35            | 12%           |   |
| Civic Expenses   |           | 41.16            | 160.00            |                  | 118.84            | 26%           |   |
| Donations  |           | -                | 0.00              |                  | -                 | #DIV/0!       |   |
| Election Costs   |           | -                | 0.00              |                  | -                 | #DIV/0!       | Min 194 Nov   |
| Electrical PEAT testing                                |           | -                | 150.00            |                  | 150.00            | 0%            |   |
| Friends of Lydd  |           | -                | 500.00            |                  | 500.00            | 0%            |   |
| Grounds Maintenance                                    |           | 1,830.00         | 8,000.00          |                  | 6,190.00          | 23%           |   |
| Groundsman Materials and Equipment                     |           | 172.93           | 400.00            |                  | 227.07            | 43%           |   |
| Guildhall Maintenance                                  |           | 1,871.13         | 1,800.00          |                  | (71.13)           | 104%          |   |
| Guildhall Refurbishment (Car Park)                     | 16,000.00 | -                | 0.00              |                  | -                 | #DIV/0!       |   |
| Guildhall Running Costs                                |           | 4,442.35         | 9,000.00          |                  | 4,557.65          | 49%           |   |
| Hon. Freeman   |           | 1,134.09         |                   |                  |                   |               |   |
| Insurance  |           | 245.04           | 4,000.00          |                  | 3,754.96          | 6%            |   |
| Lade Bench Licences                                    |           | 25.00            | 25.00             |                  | -                 | 100%          |   |
| Legal and Professional fees                            |           | 20.00            | 500.00            |                  | 480.00            | 4%            |   |
| Lydd in Bloom  |           | 31.93            | 500.00            |                  | 468.07            | 6%            |   |
| Lydd in Lights   |           | -                | 500.00            |                  | 500.00            | 0%            |   |
| Manor Road Pavilion Maintenance                        |           | 316.45           | 750.00            |                  | 433.55            | 42%           |   |
| Manor Road Pavilion Running Costs                      |           | 1,230.48         | 500.00            |                  | (730.48)          | 246%          |   |
| Mayoral Allowance                                      |           | 372.00           | 3,000.00          |                  | 2,628.00          | 12%           |   |
| Office Consumables                                     |           | 730.11           | 2,000.00          |                  | 1,269.89          | 37%           |   |
| Office Equipment and Printing                          |           | 759.08           | 600.00            |                  | (159.08)          | 127%          |   |
| Office IT  |           | 1,612.91         | 3,700.00          |                  | 2,087.09          | 44%           | 06.05.21 agreed 7k for IT renewal Gen Res. 26.07.21 PDL 846 55 Bal plus 7k per year for 3 years Gen Res |
| Parish of Lydd Enhancement Project                     |           | -                | 0.00              | 7,846.55         | 7,846.55          | 0%            | 26.04.21 agreed £10k total: 1k from Comm Events 21-22 (874 PAID IN 21-22)                               |
| Queen's Platinum Jubilee                               |           | 8,794.84         | 0.00              | 9,126.00         | 331.16            | 96%           |   |
| Remembrance Sunday (S137)                              |           | -                | 250.00            |                  | 250.00            | 0%            |   |
| Rype Play Project                                      |           | -                |                   | 40,000.00        | 40,000.00         | 0%            |   |
| Small Grants awarded from Municipal Charities donation |           | -                | 0.00              |                  | -                 | #DIV/0!       | Funded from Municipal Charities Donation  |
| Staff Expenses (Mileage)                               |           | 130.35           | 0.00              |                  | (130.35)          | #DIV/0!       |   |
| Staff Salaries   |           | 35,735.87        | 90,000.00         |                  | 54,264.13         | 40%           |   |
| Staff Pensions (EE + ER)                               |           | 7,115.12         | 13,000.00         |                  | 5,884.88          | 55%           |   |
| Subscriptions  |           | 1,711.00         | 2,100.00          |                  | 389.00            | 81%           |   |
| Stair Lift & Defib. Maintenance                        |           | 190.00           | 500.00            |                  | 310.00            | 38%           |   |
| Stair Lift replacement                                 | 3,000.00  | -                | 0.00              |                  | -                 | #DIV/0!       |   |
| Staff and Councillors Training                         |           | -                | 1,000.00          |                  | 1,000.00          | 0%            |   |
| Tennis Courts  |           | 4,200.00         | 10,000.00         | 30,000.00        | 25,800.00         | 14%           | Virement 20k from 21-22 EMR   |
| Website  |           | -                | 500.00            |                  | 500.00            | 0%            |   |
| Contingency  |           | -                | 0.00              |                  | -                 | #DIV/0!       | From Gen Res  |
| VAT  |           | 3,854.26         | 0.00              |                  | (3,854.26)        | 0%            |   |
| COVID-19 Contingency Expenses                          |           | -                | 0.00              |                  | -                 | #DIV/0!       | From FHDC Business Services Grant EMR   |
| <b>TOTAL PAYMENTS:</b>                                 |           | <b>81,237.90</b> | <b>156,100.00</b> | <b>87,972.55</b> | <b>153,948.74</b> | <b>52%</b>    |   |



**CIVIC AND SOCIAL ENGAGEMENTS 2022**

**July 2022**

**The Worshipful The Town Mayor**

**Cllr Martin Sweeney**

- |                  |   |    |
|------------------|---|----|
| 8 <sup>th</sup>  | Jubilee mug presentation<br>Greatstone School<br>(Mayor and Deputy Mayor) | TS |
| 9 <sup>th</sup>  | Walmer Castle – Cocktail Party  | TS |
| 17 <sup>th</sup> | Faversham Civic Service   | TS |



**CIVIC AND SOCIAL ENGAGEMENTS 2022**

**AUGUST 2022**

**The Worshipful The Town Mayor**

**Cllr Martin Sweeney**

- |                  |  |    |
|------------------|--|----|
| 14 <sup>th</sup> | Cinque Port Bowls Tournament (Cancelled) | TS |
| 17 <sup>th</sup> | Hythe Venetian Fete                      | TS |