

## MINUTES OF A MEETING OF LYDD TOWN COUNCIL

Held on Monday 4<sup>th</sup> September 2023 at 7.00 pm in the Council Chamber at the Guild Hall

**Present:** Town Mayor, R.S. Jones, Councillors, Darren Chapman (Deputy Mayor), Ann Duncan, Clive Goddard, Mrs Pippa Harston, Mrs Jean Jones, Len Laws, Mrs Kerry Manahan, Mrs Debbie McKenna, Alan Martin, Tony May, Mrs Suzanne Piper, Mrs Kim Rye, Paul Rye.

Angela Alexander – Town Clerk  
Mrs Diane Cavey - Assistant Town Clerk  
Jim Hughes Town Sergeant  
Andy Wells

**PRAYERS – Rev. Chris Hodges led the Council in prayers.**

### 165. HONORARY FREEMAN

To formally admit Trevor Allen as an Honorary Freeman to the Town and Parish of Lydd. Further to the resolution made by Lydd Town Council at the Annual Statutory Meeting held on 22<sup>nd</sup> May 2023 following a proposal by Cllr Clive Goddard.

The Town Clerk explained the honour to be bestowed 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 Freemen was considered by councillors and duly adopted. At the Statutory Annual meeting of Lydd Town Council held on Monday 22<sup>nd</sup> May 2023 the resolution to bestow the Freedom of Lydd upon Trevor Allen was proposed by Cllr Clive Goddard and seconded by Cllr Bob Jones and supported by the majority of Councillors present and voting. This honour is only awarded in rare and exceptional circumstances and the contribution that Trevor 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 his efforts and achievements.

Trevor Allen read the Honorary Freeman Oath and the loving cup ceremony was performed and the Mayor presented the scroll and badge.

Trevor responded as follows: "It is an honour to have this awarded to me particularly as I was born and bred in Lydd"

The Mayor congratulated Trevor on his achievements.

### 166. APOLOGIES

Cllrs. Maria Beach (holiday), Martin Sweeney (holiday)

### 167. MINUTES

- a) **RESOLVED: The minutes of the Council Meeting held on 3<sup>rd</sup> July 2023 were approved and signed as a true record**  
**Proposed by Cllr Mrs Duncan and seconded by Cllr May**  
**For: 12**  
**Abstention: 2 (Cllrs Mrs McKenna and May)**
- b) **RESOLVED: The already approved minutes of the Planning Committee meetings held on 5<sup>th</sup> June 2023 were received and noted.**

**168. DECLARATIONS OF INTEREST**

Cllr Clive Goddard declared an interest in all matters relating to Folkestone and Hythe District Council and agenda items 7 a, b and c relating to Remembrance Sunday poppy appeal, Lydd War Memorial Institute buffet and Bugler donations. Cllr Alan Martin declared an interest in matters relating to Folkestone and Hythe District Council, Cllrs Mrs Duncan and Mrs Manahan declared an interest in agenda item 17 relating to the Lydd Club Day trophies.

**169. QUESTIONS FROM THE PUBLIC**

***The meeting was be adjourned for questions from the public***

A question had been submitted by Peter Webb asking for the caretaker hours worked per week and his duties to be explained.

The Chairman of the Personnel Committee Cllr Chapman said that he worked 15 hours per week with additional hours as required and his duties were to look after the Town Council's areas of responsibility as set out in his job description.

***The meeting was then reconvened***

**170. FINANCIAL MATTERS (Appendix A page 215 to 219)**

a) ***RESOLVED: The payment and receipts were ratified and approved***

***Proposed by Cllr Mrs Jean Jones and seconded by Cllr Chapman***

***Unanimous***

b) To receive and note the bank reconciliations and supporting bank statements

c) To receive and note the budget monitor

d) To note the cost of the election on 4<sup>th</sup> May 2023 - £6,428.25

e) To note the annual subscription to the Confederation of the Cinque Ports of £367.00

***RESOLVED: To receive and note items b, c, d and e***

**171. REMEMBRANCE SUNDAY AND POPPY APPEAL (Appendix B page 220 to 224)**

a) To consider the donation for the wreath to be laid by the Mayor on behalf of the people of Lydd. To consider a request for raffle prizes to be delivered to the Guild Hall by 11am on 8<sup>th</sup> November. Cllr Goddard advised that the Scouts would be carrying out a street collection in support of the poppy appeal and said that raffle prizes would be welcome to raise more money and that these should be taken to the Town Clerk at the Guild Hall on Monday and Wednesday mornings and no later than noon on Wednesday 8<sup>th</sup> November 2023.

***RESOLVED: That the sum of £85 be donated by the Town Council for the wreath and donation to the RBL poppy appeal***

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

A letter requesting a contribution to the Remembrance Sunday buffet was received from Mr Inshaw on behalf of the Committee as follows:

"The War Memorial Institute Committee has appreciated the Town Council's support in previous years and would be pleased if they would again consider making a contribution of £150 towards the refreshments to be provided at the Institute after the Remembrance Day Service on 12<sup>th</sup> November. The Institute Committee, The RNA and the Lydd Ex-Servicemen's Club will be making a contribution of £100 each.

Cllr Mrs Manahan said that she had been a caterer for 21 years and that food costs had risen and that £150 would not be enough money and proposed £225.

***RESOLVED: That the donation to the buffet at the War Memorial Institute following Remembrance Sunday be £225***

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

***Unanimous***

b) ***RESOLVED: That the donation to the Bugler for services at Remembrance Sunday service on 13<sup>th</sup> November 2023 be for the sum of £50***

***Proposed by Cllr Paul Rye and seconded by Cllr Laws***

***Unanimous***

- c) Councillors to receive and note the Invitation to Remembrance Sunday Service on 12<sup>th</sup> November 2023 from Ex-Servicemen's Club Chairman, John Natella  
**Received and noted**

**172. CHRISTMAS BAND CONCERT**

Cllr Goddard reported that the Christmas concert would be held on Friday 8<sup>th</sup> December 2023 in All Saints' Church and be performed by the Band of the Brigade of Gurkhas and that the Town Clerk will tie up all the final arrangements  
**Received and noted**

**173. ROSPA REPORTS (Appendix C page 225 to 284)**

The RoSPA annual independent inspections were carried out on 22<sup>nd</sup> August 2023 at The Rype and Tennis Courts and the reports were circulated to Councillors for information and recommendations of the inspector.  
 The Clerk advised that minor works would be carried out 'in house' and for other works a contractor would be asked to carry out the works.  
**Received and noted**

**174. CONSULTATION - KENT COUNTY COUNCIL LOCAL TRANSPORT PLAN (Appendix D page 285)**

The Local Transport Plan is the KCCs statutory plan. More information on this consultation, is available at [www.kent.gov.uk/ltp5](http://www.kent.gov.uk/ltp5). Councillors were asked to bring their comments to the meeting for collation for submission to KCC.  
 It was noted that Cllr Mrs Kim Rye had provided comments.  
**Received and noted**

**175. INSTALLATION OF A DONATED BENCH ON THE RYPE**

Following a decision by the Council to grant permission for the install of a bench purchased by Cllr Piper at the Children's Play area and a subsequent meeting with the contractor and RoSPA to note that their guidance is not to proceed with this style of bench as the fixing of it would be unsuitable in this area with the eco mulch applied on top as the bench has wooden legs which would rot prior to the eco mulch breaking down. To note that a bench in the style of those previously installed by the Town Council on the Rype will be installed instead as the Southampton bench has concrete supports and underground fixing.  
 Cllr Mrs Piper said that the bench has caused her frustration due to the ownership of land where she wished it to be situated and she was still aiming to have her bench installed at Vinelands which is her preferred location.  
**Received and noted**

**176. REPORT FROM KENT COUNTY COUNCILLOR (Appendix E page 286 to 287)**

To note that a written report from Kent County Councillor Tony Hills had been circulated to Councillors and is available for the public on the website [www.lyddtowncouncil.gov.uk](http://www.lyddtowncouncil.gov.uk)  
**Received and noted**

**177. CIVIC ENGAGEMENTS (Appendix F page 288)**

The civic engagements at which the Town Council has been represented were received and noted.

**178. PRESS AND PUBLIC EXCLUDED**

**RESOLVED:** *that public and press be excluded from the following confidential sensitive agenda item relating to an individual and being exempt as defined in Schedule 12 of the Local Gov Act 1972.*

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

**For:** 12

**Against:** 1 (Cllr Laws)

**Abstentions:** 1 (Cllr. Mrs Rye)

**179. ICO DECISION NOTICE**

Following the report given by the Chairman of the Personnel Committee to Councillors at the July Council meeting Cllr Chapman provided an update regarding a further complaint brought by the Lydd resident and the decision notice from 21<sup>st</sup> August issued by the ICO regarding the FOIs relating to the new play equipment on the Rype. Cllr Chapman advised that the ICO had supported the decision of the Council that the residents request was vexatious.

The ICO had said that the complainant submitted a request for information about the local play park project and that the Commissioner's decision is that the Council is entitled to rely on section 14(1) vexatious request of FOIA to refuse to provide the requested information.

**Received and noted.**

**180. CCTV****Confidential report 2023/C0014**

The Town Clerk updated Councillors on the CCTV feasibility study as follows:

**Aims:**

1. Discuss the Crime Statistics in Lydd vs Kent County
2. Explore the need for CCTV in Lydd
3. The responsibilities of the business and residents for security within the Parish
4. The cost of installing CCTV in the Parish of Lydd

The crime statistics had been examined and whilst the number of violence and sexual crimes seemed high the reports showed these were linked to domestic violence.

Lydd has a 30% lower national average of crime rates and is considerably lower than Folkestone. In order to cover the central business area of the town down to The Rype would need 7 cameras and 5 relays for the signal to reach the server and be sent out to the monitored system. This would come at a starting cost of £230,000 taking into account the groundworks and unit costs with a further annual cost to the monitoring company. To cover the parish as a whole would move into several millions of pounds.

The recommendation was to encourage businesses and homeowners to install their own systems alongside the Town Council paying for an unmonitored system to protect its own assets and buildings. Good policing and neighbourhood watch are to be encouraged.

Cllr Mrs Kerry Manahan said that she has state of the art CCTV on her café with 7 cameras seeing up to the Oak and Coronation Square. She said there have been 2 cars burned, thefts and antisocial behaviour and she is liaising with Cllr Alan Martin.

Cllr Chapman said that he has 13 cameras at the Oak PH and was an advocate for CCTV but it doesn't see the whole place or faces when the police come to look at the images and there has never been a conviction from them.

Cllr Laws asked if the Town Clerk could record the starting cost quoted in the feasibility study in the Minutes.

**RESOLVED:** *CCTV feasibility study report received and noted. The sum of £230,000 starting cost for the install of 7 cameras and 5 relays was included in the report.*

**181. INSURANCE OF TROPHIES**

The Town Clerk advised that following the meeting where the Lydd Club Day trophies were discussed our insurers had been consulted regarding the insurance of the trophies.

The insurers have advised that whilst they can remain in our Safe if that is the decision of Lydd Club Day but they cannot be included on Lydd Town Council insurance policy as they are not an asset of Lydd Town Council. This means that they must be insured by Lydd Club Day, remain the responsibility of that Committee and a copy of the insurance certificate given to the Town Clerk.

The Town Clerk said that she had previously emailed Cllr Duncan with this information and would await a decision from Lydd Club Day Committee how they wish to proceed.

***Received and noted***

**182. RYPE PLAY PROJECT PHASE 2****Confidential report 2023/C0015**

The Town Clerk updated Councillors on the advice from various agencies, organisations and solicitor including any potential costs regarding the next phase of the Rype Play Project and asked that Councillors consider if they wish to proceed to include fence around the under 5 play equipment for the project phase 2 stage.

***RESOLVED: That phase 2 of the Rype play project includes fencing around the under 5s play area.***

***Proposed by Cllr Mrs Kerry Manahan and seconded by Cllr Mrs Ann Duncan***

***Unanimous***

The meeting closed at 8.30pm

Chairmans Signature \_\_\_\_\_

Date \_\_\_\_\_