

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

**Monday 4<sup>th</sup> March 2024 at 7.00 pm in the Council Chamber at the Guild Hall**

**Present: Town Mayor, R.S. Jones, Councillors, Maria Beach, Darren Chapman, Mrs Ann Duncan, Clive Goddard, Mrs Pippa Harston, Mrs Jean Jones, Mrs Kim Rye, Alan Martin, Anthony May, Mrs Debbie McKenna, Mrs Suzanne Piper, Paul Rye, Martin Sweeney.**

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

4 members of the public

- 66. PRAYERS –Rev. David Parrott led the Council in prayers.**
- 67. APOLOGIES:** Cllrs Len Laws (hospital), KCC Tony Hills (attending Newchurch parish council)  
**ABSENT:** Mrs Kerry Manahan
- 68. MINUTES**
- a) **RESOLVED:** *That the minutes of the Council meeting held on 8<sup>th</sup> January 2024 were approved and signed as a true record  
Proposed by Cllr May and seconded by Cllr Paul Rye  
For: 13  
Abstention: 1 (Cllr Mrs Kim Rye)*
  - b) **RESOLVED:** *To receive the already approved minutes of the Planning Committee meeting held on 4<sup>th</sup> December 2023 and 8<sup>th</sup> January 2024*
  - c) **RESOLVED:** *To receive the already approved minutes of the Personnel Committee meeting held on 18<sup>th</sup> September 2023*
  - d) **RESOLVED:** *To receive the already approved minutes of the Buildings and Amenities Committee meeting held on 2<sup>nd</sup> October 2023*
- 69. DECLARATIONS OF INTEREST**
- Cllr Clive Goddard declared an interest in agenda items concerning the Gurkha Band Concert and the Great British Spring Clean Litter Pick in Lydd and any matters relating to Folkestone and Hythe District Council.  
Cllr Alan Martin declared an interest in any matters relating to Folkestone and Hythe District Council.
- 70. QUESTIONS FROM THE PUBLIC**
- There were no questions from members of the public
- 71. FINANCES (Appendix A page 134 to 139)**
- a) **RESOLVED:** *To ratify and approve payments and receipts as presented  
Proposed by Cllr Mrs Jones and seconded by Cllr Paul Rye  
Unanimous*
  - b) **RESOLVED:** *To receive and note the bank reconciliation.*
  - c) **RESOLVED:** *To receive and note the budget monitor*
- 72. ALLOTMENTS (Appendix B page 140)**
- a) Councillors considered and reviewed the annual Allotment Association Management Team allowance for the upkeep of the allotments in line with the Self -Management agreement in place between Lydd Town Council and the AAMT which is currently £1,200 per annum
  - b) Councillors considered and reviewed the annual allotment rent and water charges falling due for payment by plot holders in October 2024 and which is currently £20 for a 5 perch plot  
Cllr Clive Goddard asked that Councillors consider his proposal and consider items a and b together saying that if the Council were to increase the AAMT allowance then looking at the figures and the overall picture this would mean that the plot holders rent would also need to

increase which is not something he was in favour of at the time. Cllr Goddard said that his proposal was that the AAMT allowance and the plot rental charges both remain as they currently are.

**RESOLVED: That there is no increase to the AAMT annual amount of £1,200 and no increase to the charge for rent including water for a 5 perch plot at £20**

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

**For: 13**

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

**73. CHARGES FOR HIRE OF GUILD HALL CHAMBER AND PARLOUR  
(Appendix C page 141 to 146)**

The Charges for the hire of the Guild Hall Chamber and Parlour which had been considered by the Buildings and Amenities Committee were circulated to Councillors.

**RESOLVED: To receive and note the charges for use of the Guild Hall Chamber and Parlour and booking arrangements which are implemented with immediate effect.**

**74. GURKHA BAND CONCERT DONATION**

Cllr Goddard reported as follows:

In January I reported to the Council at the meeting on the Night at the Proms Gurkha style Christmas Concert but at that time we did not have the final figure of the donations and expenses.

Cllr Goddard said that he was pleased to say that last week he went with Angela, the Town Clerk, to the home of the Band of the Brigade of Gurkhas at Shorncliffe in Folkestone to present the 'big cheque' to them. They were delighted with the amount raised from the event in December 2023 which came from the donations for tickets, proceeds of the raffle to which many local businesses donated prizes and also thank you to the Mayor who donated £112 from his allowance.

The total which was a fantastic £2,500 this year has been donated by Lydd Town Council to the Gurkha Welfare Trust which will help them provide vital support to Gurkha veterans, their families and communities in Nepal. The money helps the Trust to enable people to live with dignity by delivering essential financial and medical aid and work with local communities to provide access to clean water and education.

Our expenses this year were £290 to All Saints' Church for refreshments and heating in the Church.

Councillor Goddard said that he was delighted to report that he and the Town Clerk had already booked in the Band of the Brigade of Gurkhas for the Christmas concert this year.

**Received and noted**

**75. GREAT BRITISH SPRING CLEAN**

Councillor Clive Goddard reported that in his role as a FHDC District Councillor that he was working in partnership with the Litter Picking Watch to host a litter pick as part of the Great British Spring Clean and that this will take place at 10am on Saturday 13<sup>th</sup> April meeting on the Rype and aid that everyone was invited to attend.

**Received and noted**

**76. KCC MEMBERS REPORT (Appendix D page 147 to 148)**

**RESOLVED: 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**

**77. D DAY ANNIVERSARY 6<sup>th</sup> JUNE 2024**

The Mayor advised that this year will be the 80<sup>th</sup> Anniversary of D Day 6<sup>th</sup> June 1944. The Mayor will light the beacon at The Banks at 9.15pm in celebration of the light of peace and alongside this the International Tribute will be read. The Mayor said that he hoped that there would be a good turn out of people and that the event would be advertised nearer the time.

**78. LYDD CLUB DAY (Appendix E page 149)**

The Mayor had received a letter from Lydd Club Day committee requesting permission to use The Rype on Saturday 15<sup>th</sup> June 2024 for the event and to note that they will require the Rype from Sunday 9<sup>th</sup> June until Sunday 16<sup>th</sup> June

The Town Clerk advised that the Insurance, road closures and event plan are to follow.

*Cllr Goddard declared an interest at this point as he donates to Lydd Club Day from his District Council Ward Budget on an annual basis*

*Following this other Councillors also declared an interest in this agenda item being members of the Lydd Club Day Committee -Cllrs Mrs Duncan, Paul Rye, Beach and Mrs Harston.*

**RESOLVED: That permission for use of the Rype be granted from Sunday 9<sup>th</sup> June until 16<sup>th</sup> June to Lydd Club Day**

**For: 10**

**Abstentions: 4**

**79. FURTHER REQUEST TO USE THE RYPE BY LYDD MARKET (Appendix F page 150)**

Further to permission for Lydd Market to use the Rype on Sunday 4<sup>th</sup> August to hold a summer food festival and craft market from 10am to 4pm, Lydd Markets also now request permission to use the Rype on Saturday 4<sup>th</sup> July & Saturday 7<sup>th</sup> September 2024, from 7am to 4pm which would include a boot fair.

The Mayor, Cllr Bob Jones said that Lydd Town Council should not allow a boot fair. The following points were raised

- Cllr Sweeney said that Lydd Club Day have trucks on the Rype in a managed situation.
- Cllr Mrs Ann Duncan said that Club Day has permission for stalls and a fair on the Rype
- Cllr Mrs Rye Said that holding a boot fair and also craft fair will mean that member of the public turn up and there is parking on the Rype close to the playground and this is setting a precedent if permission is granted. Allowing cars on the Rype causes damage with tyre marks.
- Cllr May said that he has concerns about the residents having problems with access due to the number of people attending a boot fair
- Cllr Mrs Piper said that she has concerns that the Council is allowing use of the Rype without a charge and that there should be a formal contract and deposit taken in case of damage. There is longstanding legislation which says that cars are not allowed on village greens and that people are not allowed to park there.
- Cllr Goddard said that Lydd Club Day has long standing use of the Rype and the fete is allowed there and suggested that the boot fair be pushed to the play park end of the Rype only where the circus used to be located.
- Cllr Sweeney suggested that this be an agenda item for the Buildings and Amenities Committee to ensure that going forward we have a proper procedure and rules in place for using the Rype

**RESOLVED: That permission be granted that the boot fair can be located at the play park section of the Rype only and that paperwork to be used for asking permission be drawn up for approval by the Buildings and Amenities Committee**

**For: 12**

**Against 1 (Cllr Mrs Jones)**

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

**80. COMMITTEE/SKILL SET AND OUTSIDE BODY FORMS (tabled)**

Councillors were provided with paper copies of the forms to indicate the Council committees and outside bodies that they wished to be considered to be appointed to for the forthcoming Municipal year and Councillors were requested to return their completed forms to the Town Clerk no later than 9am on Monday 25<sup>th</sup> March 2024.

**RESOLVED: Received and noted and all forms to be returned to the Town Clerk by 9am on Monday 25<sup>th</sup> March.**

**81. CIVIC ENGAGEMENTS (Appendix G page 151)**

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

**82. PRESS AND PUBLIC EXCLUDED**

**RESOLVED:** *That public and press be excluded from the following confidential agenda item 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**

**Abstentions; 2**

**83. SMALL GRANTS (Appendix H page 152 to 153)**

A briefing note had been circulated to Councillors as follows:

Lydd Town Council makes small grants available to local charitable and voluntary organisations on an annual basis. The closing date for applications was 5<sup>th</sup> February and 14 applications were received.

Lydd Town Council members of the Municipal Charities met on 12<sup>th</sup> February to consider the small grant applications received in consultation with the Chairman of the Municipal Charities who donated £5,000 this year which will be used to fund the small grant applications.

When the applications were considered last year a limit of £500 per application was implemented due to the large sums requested by some organisations in previous years.

The total for the applications received this year is £6276.

Following the decisions of the small grant panel detailed on the summary spreadsheet supplied to full council there is the sum of £750 remaining which will be allocated to a tennis fun day for Lydd Primary School as part of an official launch of the tennis courts which is being organised by Lydd Town Council, the Lawn Tennis Association, Lydd Primary and tennis coaches.

The recommendations from the considerations are presented in a summary sheet to the meeting of full Council on 4<sup>h</sup> March 2024 for ratification.

Once approved payments will be made to the successful applicants at the start of the new financial year after 1<sup>st</sup> April 2024

**Councillors received the proposed donations to be made from Lydd Town Council to local voluntary groups and organisations using the Municipal Charities donation.**

**Cllr Beach left the meeting at 19.38**

**RESOLVED:** *To accept the small grant application summary as circulated as set out in the documentation.*

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

**For: 10**

**Abstentions: Cllrs May, Mrs McKenna, Mrs Kim Rye and Sweeney.**

**84. UPDATED POLICIES AND PROCEDURES (Appendix I page 154 to 156)**

Chairman of the Personnel Committee, Cllr Darren Chapman reported on the following and explained the background to Councillors

**a) COUNCILLOR/OFFICER PROTOCOL**

**RESOLVED:** *To receive and adopt the reviewed and updated Councillor/Officer protocol following a complaint made by a member of staff about the actions of a member of the Council which had been considered by the Personnel Committee who had agreed the policy be updated to cover this.*

**b) PUBLIC PARTICIPATION AT COUNCIL MEETINGS**

***RESOLVED: To receive and adopt the guidance for members of the public when participating at Council meetings. This was considered by the Personnel Committee following a complaint by a Councillor about the way in which a member of the public had behaved at a Council meeting.***

The meeting closed at 20.19

Chairman Signature \_\_\_\_\_

Date \_\_\_\_\_

DRAFT