

MINUTES OF A MEETING OF LYDD TOWN COUNCIL**Monday 7th July 2025 at 7.00 pm in the Council Chamber at the Guild Hall****Present: Town Mayor, R.S. Jones, Councillors, Maria Beach, Mrs Sadie Crump, Thomas Dawes, Clive Goddard, Mrs Pippa Harston, Mrs Jean Jones, Della Lewis, Alan Martin, Anthony May, Mrs Debbie McKenna, Mrs Kim Rye, Paul Rye and Martin Sweeney**

Angela Alexander – Town Clerk

Mrs Diane Cavey - Assistant Town Clerk

9 members of the public

- 132. APOLOGIES:** Cllrs Darren Chapman (Holiday), Alan Martin (meeting with KCC and FHDC), Della Lewis (family commitments), Cllr Tom Dawes (unwell)

- 133. ABSENT:** Cllr Mrs Debbie McKenna

Fr. Jack Greenhall was not in attendance at the meeting and Cllr Clive Goddard requested that the Council hold a one- minute silence to remember those lost and injured in the London bombings on 7th July 2005.

The meeting was opened by the Town Mayor at 19.04

- 134. MINUTES**

- a) **RESOLVED: That the minutes of the Statutory Annual Council meeting held on 13th May 2025 were approved and signed as a true record**
Proposed by Cllr May and seconded by Cllr Mrs Jones
For: 10
Abstention: 1 Cllr Sweeney
- b) **RESOLVED: To receive and note the already approved minutes of the Planning Committee meetings held on 3rd February, 3rd March and 7th April 2025**
- c) **RESOLVED: To receive and note the already approved minutes of the Personnel Committee meeting held on 17th February 2025 and 14th April 2025**

- 135. DECLARATIONS OF INTEREST**

Cllr Clive Goddard declared an interest in any matters relating to FHDC

- 136. QUESTIONS FROM THE PUBLIC**

The meeting will be adjourned

There were 4 questions from Martin Hooper.

The Town Mayor reminded Mr Hooper that questions will only be taken at the meeting on items that are included in the agenda for the future. Repetitious questions will not be heard.

- At the meeting held on 3rd March 2025, I asked questions regarding the playpark and unfortunately the surface is still making clothes and shoes dirty.
The Mayor advised that the RoSPA inspections are due to take place this week.
- When Councillors on the planning committee made the decision to grant permission for change of use at Peacock House, Dennes Lane, were they fully aware of what the change of use would mean to the town? And in light of the decision what amenities will these children be using?
Cllr May (Chairman of the Planning Committee) said that when the application was considered by the Committee it was for change of use including the removal of specific wording. The Planning Committee voted in support of the change of wording which affects the planning conditions on the property.
The Mayor advised that at this time he has not received any official notification from KCC of their intentions for use of the property.

3. Is there any way that a person who has contributed an enormous amount to the town can be honoured for their contribution albeit that they now no longer live in the town?
The Mayor provided Martin Hooper with a printed copy of the Honorary Freeman scheme for his guidance.
4. When questions are asked what are the chances of getting a straight forward honest answer... for instance my previous questions regarding cash being taken to the bank in Hastings of which mileage was only claimed from Camber not from Lydd where was the cash kept prior to going to the bank?
The Mayor advised that large amounts of cash are kept secure in the Guild Hall safe until deposited in the bank.
Cllr May said that staff do not usually claim mileage between their home and place of work
The Mayor advised Martin Hooper that his questioning on this subject was repetitious.

. *The meeting was reconvened*

137. **FINANCES (Appendix A page 162 to 174)**

- a) Councillors received the briefing note regarding changes to the layout of financial reports following the change from Excel to Scribe Accounting system from the Finance Officer as follows:
Following the resolution made by the Council at the 4th March meeting to change from excel based accounts to the use of an accounting system, the transition work has been ongoing. The RFO has undertaken some online training courses, and the accounts are up to date in the system.
The result of this change means there is a change in format to the reports that are presented to Councillors. The reports are system driven as opposed to being manually prepared as in the past. The reports have been prepared directly from the system as any manual intervention could lead to errors. The information contained within the reports is the same as previously provided but with a different presentation.
Received and noted
- b) ***RESOLVED: To ratify and approve statements of income and expenditure
Proposed by Cllr Mrs Harston and seconded by Cllr Mrs Jones
Unanimous***
- c) ***RESOLVED: To receive and note the bank reconciliation.***
- d) ***RESOLVED: To receive and note the budget monitor***
- e) ***RESOLVED: To receive and note the annual subscription to the Confederation of the Cinque Ports for the year 2025-26 for the sum of £400***

138. **ONLINE BANKING ELECTRONIC PAYMENTS POLICY (Appendix B page 175)**

Councillors considered the Electronic Payments Procedure which will come into operation once the Unity Trust Bank Account is open and online banking is being used. The Town Clerk asked Councillors 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.
***RESOLVED: To adopt the online banking electronic payments policy as circulated which will come into place once the Unity Trust Bank Account is open and active.
Unanimous***

139. **FINANCIAL REGULATIONS (Appendix C page 176 to 193)**

Councillors considered the updated Financial Regulations as circulated
This Model Financial Regulations template used was produced by the National Association of Local Councils (NALC) in April 2024 for the purpose of its member councils and county associations.
***RESOLVED: To adopt the updated Financial Regulations as circulated.
Proposed by Cllr Mrs Jones and seconded by Cllr Paul Rye.
Unanimous***

140. THE LYDD HALF MARATHON AND 20 MILE RACE (Appendix D page 194 to 238)

Councillors considered the request from Nice Works to hold the Lydd Half Marathon and 20 -mile race on 29th March 2026 starting at Dennes Lane. All associated documents were circulated for consideration by Councillors.

The Town Mayor said that this year was the best one ever organised and the Town Council did not receive any complaints from residents this year about the parking of cars.

RESOLVED: To approve the request from Nice Works to hold the Lydd Half Marathon and 20 mile race on 29th March 2026 starting at Dennes Lane.

141. CIVIC PROTOCOL (Appendix E page 239 to 242)

Following the May election of Town Mayor the protocol and streamlining the way of working for the Mayor's secretary was discussed with the Town Mayor, Town Clerk and Assistant Town Clerk/Mayor's secretary. The amendments were considered by Councillors at the Personnel Committee meeting held on 23rd June 2025 that the Civic Protocol was reviewed and updated for consideration for adoption by Council.

RESOLVED: To adopt the updated Civic Protocol policy and to put in place the changes to the way of working by the Mayor and Mayor's secretary.
Unanimous

142. NOMINATION OF LAND TO THE NORTH EAST OF DUNGENESS AS AN ASSET OF COMMUNITY VALUE**Confidential Report 2025 – C0008**

Following the letter and supporting documentation which was 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.

The Town Clerk reported to Councillors as follows:

After careful consideration Land North East side of Dungeness of the application for the registration of the Land North East side of Dungeness the district council has decided to list the nominated site, as an Asset of Community Value under the Localism Act.

The landowner had eight weeks in which to lodge a challenge to the decision. That period expired on 12 May 2025.

Nothing was heard from the landowner, and no challenge was lodged to the listing of the site as an Asset of Community Value.

The designation as an Asset of Community Value (ACV) will come into play if the landowner decides to sell the land. If the landowner intends to sell, then they must notify the district council. An initial six-week moratorium period will come into place during which the site cannot be sold. We will advertise the sale and see if any community groups wish to buy the land. If a community group expresses an interest in buying the land, then a full six-month moratorium period will come into place. During this period the site cannot be sold, other than to a qualifying community group. This is intended to allow local groups time to fundraise and put in an offer to the landowner. However, the landowner is not forced to sell to a community group and could sell to any buyer after the six-month period has elapsed.

The listing of a site as an ACV does not prevent a landowner putting in a planning application for the site. The development of land is regulated through the planning system, not through the ACV legislation. The Department for Communities and Local Government (DCLG) published a guidance note, '*Community Right to Bid: Non-statutory advice note for local authorities*', in October 2012, which says:

"... the fact that the site is listed may affect planning decisions - it is open to the Local Planning Authority to decide whether listing as an asset of community value is a material consideration if an application for change of use is submitted, considering all the circumstances of the case."

The listing as an Asset of Community Value will remain in place for five years. At the end of the five-year period FHDC (or following devolution the appointed body) will write to the nominating body and the landowner to say that the listing will expire. There is nothing to stop

the nominating body putting in another nomination on the same land and in that case FHDC would assess the nomination to see if the site still qualifies as an Asset of Community Value.

Cllr Clive Goddard thanked the Town Clerk, Angela, for all her work and Officers at FHDC who had worked on this. Cllr Goddard said that Lydd Town Council supported the Dungeness Residents Association and thanked his Councillor colleagues in the room for voting that this work should be supported. Cllr Goddard said that work like this can be achieved with the right leadership.

Received and noted.

143. AGREEMENT BETWEEN LYDD TOWN COUNCIL AND LYDD TOWN FOOTBALL CLUB FOR USE OF THE RYPE AND PAVILLION (Appendix F page 243 to 250)

Following the decision made by the Building and Amenities Committee on 3rd June 2024 to approve the draft agreement between Lydd Town Council and Lydd Football Club, Councillors received and noted 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.

Received and noted

144. KCC MEMBERS REPORT

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

As I complete my first six weeks in post, the initial period of getting to grips with the inner workings of our departments has now made way for the reality of the role – and the workload that comes with it.

I have now settled into a steady and productive rhythm, with a diary consisting of around eight meetings a week, in addition to a range of site visits and local duties. These visits have included everything from inspecting our household waste transfer stations to exploring the fantastic green assets within our county, such as the country parks network – all vital components in our environmental infrastructure.

One particularly eye-opening moment came recently when I was informed that I would be chairing a key meeting on the *Kent & Medway Local Nature Recovery Strategy*. Alongside the invitation came a briefing pack – a rather daunting 148 pages, which could well serve as a cure for insomnia! Nevertheless, I am pleased to report that the meeting was a success. Constructive engagement from the 25 attendees helped move the conversation forward, and the outcome is now progressing toward formal policy adoption.

In parallel with this strategic work, I have been working closely with local members, particularly in relation to Romney Marsh. One major focus has been shaping our emerging county-wide policy on solar farms. This has included extensive consultation and the development of a Kent Solar Forum, which is now in its final stages of formation. Importantly, this forum will include a specific clause opposing the deployment of Battery Energy Storage Systems (BESS), due to the serious fire safety concerns they present.

To that end, I have been in direct discussions with Kent Fire & Rescue Service about the risks posed by these systems. The challenges of emergency access to remote locations, often where such installations are proposed, cannot be overstated. Their input is shaping our approach and will ensure public safety remains paramount in all related planning discussions. In terms of communications and media engagement, I have taken an active role in speaking publicly about our evolving environmental stance. I have represented the council's views on BBC1, BBC South East Today, BBC Radio Kent, LBC, and Capital Radio, where I discussed our plans to scrap the Net Zero commitment in favour of a more pragmatic and deliverable best practice policy. This approach, grounded in reality rather than rhetoric, will still prioritise

environmental stewardship but ensure Kent leads by example in sustainable action, not hollow promises.

As ever, I remain committed to putting local people first, ensuring environmental policy reflects the needs and voices of Kent's diverse communities – from urban hubs to rural landscapes.

David Wimble

KCC Councillor for Romney Marsh

Cabinet Member for Environment

145. CIVIC ENGAGEMENTS (Appendix G page 251)

Councillors received the civic engagements at which the Town Council has been represented.

Received and noted

146. PRESS AND PUBLIC EXCLUDED

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

Proposed by Cllr Mrs Harston and seconded by Cllr Sweeney
Unanimous

147. COMPUTER RENEWAL AND UPGRADES

Confidential report - 2025 – C0009

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

The Town Clerk reported as follows:

The current desk top computers in the Guild Hall are over 12 years old and are not compatible with updating to Windows 11 by 14th October so we will not be able to update Windows going forward which means that they at the end of their useful life.

The version of Outlook which we use for our emails will also require updating to a new version.

The Server pre-dates the computers and has required replacement parts over the years. The current situation is causing unreliability and the documents are sometimes difficult to access.

This agenda item is to consider awarding the contract for replacement computers, Server, 1 laptop and ensure that we have a Service Level Agreement in place for the new set up.

To arrange the quotes for Councillors consideration we approached KCS which is part of KCC to provide three quotes under their framework agreement as we have done previously with our printer/copier.

Three lengthy meetings have been held on Microsoft Teams, the first being on 7th April, the next in May and the third in June We have supplied a specification and photographs and general run down of our set up and needs which have been discussed in detail over the 3 meetings and exchanges of emails.

In addition, we approached Ifini our current provider to prepare a quote based on the same needs as discussed with KCS. Roger is of course familiar with our set up and way of working and has provided the quote for the supply and install of the new set up and also a refreshed Service Level Agreement based on the new equipment. The current SLA will cease when the new contract is awarded.

RESOLVED 1; That the contract for the supply of new computer equipment, server, laptop and SLA agreement be awarded to Ifini

RESOLVED 2: That the following virements are made towards the budget head for IT

- a) £1,200 from unspent money on goalposts as existing have been refurbished by the Mayor**
- b) £3,798 from earmarked reserves for Phase 3 of the Rype play project which was for replacement roundabout. This will leave £2,202 in earmarked reserves for Phase 3 Rype play project**

Proposed by Cllr Bob Jones and seconded by Cllr Sweeney

For: 10

Abstention 1 Cllr Mrs Rye

The meeting closed at 20.00

Chairman _____

Date _____