

MINUTES OF THE MEETING OF THE BUILDINGS AND AMENITIES COMMITTEE
held on Monday 1st June 2026 at 6.00 pm in the Chamber of the Guild Hall

Present: Cllrs Thomas Dawes, Clive Goddard, Mrs Jean Jones, Robert Jones (Town Mayor),
 Maria Beach arrived at 18.28
 Angela Alexander Town Clerk

132. ELECTION OF CHAIRMAN

The Town Mayor opened the meeting and proposed Cllr Clive Goddard as Chairman, this was seconded by Cllr Mrs Jean Jones

RESOLVED: That Cllr Clive Goddard be elected as Chairman of the Buildings and Amenities Committee

Proposed by Cllr Bob Jones and Seconded by Cllr Mrs Jean Jones
Unanimous

133. APOLOGIES FOR ABSENCE

Cllr Paul Rye due to urgent work commitments
 Absent: Cllr Darren Chapman
 Cllr Maria Beach joined the meeting at 18.28

134. DECLARATIONS OF INTEREST

None

135. MINUTES

RESOLVED: To approve the minutes of the meeting held on 6th October 2025

Proposed by Cllr Bob Jones and seconded by Cllr Mrs Jean Jones
Unanimous

136. LYDD CLUB DAY (Appendix A page 174)

Councillors received and considered the documentation associated with the granting of permission to Lydd Club Day 2026.

RESOLVED: To approve the documentation provided by Lydd Club Day for their event.

Proposed by Cllr Bob Jones and seconded by Cllr Tom Dawes
Unanimous

The Town Mayor advised that Lydd Club Day have asked for the repair of the garage door again and that this is the third time of this problem since they have been given free of charge use of the garage. The Mayor advised that the first year the Town Council covered the cost of repair and last year Lydd Club Day paid 50% and the Mayor 50% of the cost out of his allowance. The wires were replaced last year and have come off the spring. We have the same door on the second garage and there has been no problem with this. The Clerk advised that the cost of this repair would be £170.

It was agreed that the Council cannot continue paying for the door to be repaired unless rent is charged in future.

RESOLVED: That Lydd Town Council does not pay again for the repair of the Lydd Club Day garage door, and that Lydd Club Day are asked to cover the cost of repair themselves as Lydd Town Council does not make a charge to them for the use of the garage for storage of their belongings.

Proposed by Cllr Mrs Jean Jones and seconded by Cllr Tom Dawes

For: 3

Abstention: 1 Cllr Clive Goddard

Cllr Maria Beach joined the meeting at 18.28

137. APPROVED BUDGET SUMS (Appendix B page 175 to 176)

Councillors received and considered the briefing note setting out the already approved budget sums for use in the current financial year and received an update on quotations and spending to date and other required works as set out below for prioritisation.

The Town Clerk verbally briefed Councillors regarding the water ingress and the surface of the tennis courts. The removal of graffiti from the rear of the Manor Road pavilion was also discussed and the Town Clerk advised that Cllr Chapman had provided a verbal quote from his son of £200 for the removal.

The Town Clerk further advised that the replacement water heater had already been fitted as this was in the SECAMB room which could not be without hot water.

The Chairman, Cllr Clive Goddard talked Councillors through the list of items on the briefing note under updated expenditure requirement and they were each considered in turn.

The Town Clerk advised that a third quote had been tabled for the tennis courts and so no sum had been included in the list so far and that the three quotes should be considered.

The Town Clerk advised that the items on the list exceeded the budget sums available and that if the decisions made met the available budget head that there would be no further funds available to the Committee for additional items unless virements could be made from other areas of the full approved budget for this financial year and other items would need to be deferred.

138. REPAIR TO BLACK MULCH UNDER SWINGS RYPE PLAY AREA

RESOLVED: *To appoint HAGS to repair the black mulch underneath the swings at the Rype for the sum of £776.49*

Proposed Cllr Bob Jones and seconded by Cllr Tom Dawes

Unanimous

139. REPLACEMENT UPS BATTERY FOR SERVER

RESOLVED: *To approve the quote from Ifini for the replacement battery to provide an uninterrupted power supply to the Server in case of power cuts. APC1500 £132.00 Fitting £40.*

Proposed by Cllr Tom Dawes and seconded by Cllr Bob Jones

Unanimous

140. REPLACEMENT BILLY BIN FOR RYPE PLAY AREA

RESOLVED: *Following the vandalism to the blue Billy Bin on the Rype play area to replace the bin from Glasdon for the sum of £252.84*

Proposed by Cllr Maria Beach and seconded by Cllr Jean Jones

Unanimous

141. PRESS AND PUBLIC EXCLUDED

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

142. WATER INGRESS INTO GUILD HALL**Confidential report 2026 – C0011**

Councillors considered the issue of water ingress in the Guild Hall due to the previously replaced chimney structure which causes rainwater to run into the building and cupboard.

Councillors. An inspection report and estimate for the work had been circulated for Councillors from Tollett who were appointed following the survey and tendering process for the works to the Guild Hall to be carried out in phases to spread the costs over several years. Scaffolding will be required to assess the extent of the problem to be rectified.

The Mayor said that when it rains the water is running into the cupboard next to the staircase.

The Chairman advised that the priority must be to ensure that the building is watertight before installing heating or any other interior works to the Guild Hall.

RESOLVED: That the priority is for the Guild Hall to be made watertight and to request that Tollett carry out the work as set out in their estimate as soon as possible.

Proposed by Cllr Bob Jones and seconded by Cllr Tom Dawes

Unanimous

143. TENNIS COURTS

Confidential report 2026 – C0012

Councillors considered quotes for work at the tennis courts. It was noted that the request was for painting the white lines which had now faded but that two of the contractors had quoted for additional works to the surface and the nets.

Quotes were considered from the following:

Lines Direct (sport and educational markings)

Soft Surfaces (sport and play surfaces)

Cherished Surfaces

The Town Clerk advised that Lines Direct has a 5% increase on their original quote given for budget purposes in October 2025.

RESOLVED: That Lines Direct be awarded the work to re-paint the white lines at the tennis courts.

Proposed by Cllr Tom Dawes and seconded by Cllr Mrs Jean Jones

Unanimous

144. REPLACEMENT BOILER

It was reported that following the boiler servicing that the boiler serving the downstairs of the Guild Hall was in working condition. The boiler serving the Council Chamber was not working and Councillors considered the cost of replacement and the amount allocated in the provisional budget spending of £3,000. The Chairman said that the Chamber boiler would need to be on for the meetings held in November and January and possibly March and at this time it was not the priority to spend this amount of money for three meeting dates.

RESOLVED: Not to proceed with the replacement boiler serving the Council Chamber and to put this forward for consideration for the next budget setting meeting for inclusion in the 2027-28 budget.

Proposed by Cllr Tom Dawes and seconded by Cllr Mrs Jean Jones

Unanimous

145. REPLACEMENT HOLM OAK TREE

The Town Clerk advised that following the removal of a dead holm oak tree on the Rype around which the circular bench was installed she had looked at other trees with Invicta Arboriculture on the annual inspection visit at the Rype and the Banks but it was advised that a mature tree should be planted close to the original to replace the bench around as none of the other trees in situ were suited.

Councillors considered the quote for a replacement mature tree which would not be planted until the appropriate time of year.

RESOLVED: Not to proceed with the replacement Holm Oak tree and reinstatement of the circular bench. This work to be put forward for consideration for the next budget setting meeting for inclusion in the 2027-28 budget.

Proposed by Cllr Mrs Jean Jones and seconded by Cllr Maria Beach

Unanimous

146. REPLACEMENT NOTICEBOARD FOR DUNGENESS (Appendix C page 177)

Councillors to consider the options and quotes for the replacement noticeboard for Dungeness which would be installed at the Romney, Hythe and Dymchurch Railway building and the old noticeboard removed following consultation with Owen Leyshon. The current noticeboard is outside the Lifeboat station and is mounted on posts. It was noted that as the new noticeboard would be wall mounted there would not be the necessity to disturb the land and therefore go through the extensive approval process.

RESOLVED: To purchase the B1 Mastervision outdoor lockable noticeboard wall mounted with magnets for the sum of £140.99 for wall mounting at the Romney Hythe and Dymchurch Railway Building subject to a consultation site visit.

Proposed by Cllr Bob Jones and seconded by Cllr Tom Dawes

Unanimous

147. ARCHERY**Confidential report 2026 – C0013**

The Town Clerk advised that following the permission granted to the Marsh Bowmen to use the Banks for Archery at the October 2025 Building and Amenities meeting the risk assessments, insurance and other associated certificates and documents had all been provided as requested and were circulated.

It was noted that a complaint had been made by a member of the public to the Town Council and two other organisation both of whom the Town Clerk was liaising with. The Mayor said he had attended the Banks when the complainant was there during an archery session.

The Town Clerk advised that she had responded to the complainants Freedom of Information Request and had sent a reply regarding the complaint made.

Regular contact was held with Archery GB on this matter who have said that they are happy with the signage and rope which meets the rules and requirements and that they have also been in contact with the complainant and provided a response to them.

RESOLVED: Risk Assessments, insurance, site layout plan, Safeguarding in Sports Certificates received and noted. Report received and noted.

The meeting closed at 18.58

Chairman _____

Date _____



Lydd Club Day Committee

c/o Rebecca Cavanagh, 46 Skinner Road, Lydd, Kent TN29 9HP

lyddclubdaysecretary@gmail.com

07525928879

Clr Bob Jones
Guild Hall
13 High Street
Lydd
Kent TN29 9AF

18 January 2026

Dear Mr Mayor,

As you are aware, Lydd Club Day takes place annually on the third Saturday of June. In 2026, Lydd Club Day will be held on Saturday 20 June.

The Lydd Club Day Committee formally requests permission from yourself and Lydd Town Council to once again use The Rype to host our much-loved town event.

We look forward to hearing from you in due course.

Yours sincerely,

Rebecca Cavanagh

Rebecca Cavanagh
Lydd Club Day Chair

LYDD TOWN COUNCIL BRIEFING NOTE**JUNE 2026****BUILDINGS AND AMENITIES COMMITTEE****Approved Budget Sums**

At the October 2025 meeting of the Buildings and Amenities Committee In readiness for the Council setting meeting in November Councillors considered budget sums to be put forward for use by the Committee in the 2026-27 financial year

The Town Clerk explained the current situation with the boilers following the recent service. Cllr Goddard suggested that the upstairs boiler be put on for the November and January meetings and for the remainder of the time left on the 'freeze' setting.

The recommendation of installing an additional bin in the tennis courts was discussed and agreed not to proceed. The item to discuss replacement iPads or laptops for Councillors was agreed not to discuss.

Regarding the costs for line marking of the tennis courts – the Town Clerk advised on higher quotations which included washing, algae removal and top coating and it was agreed to go for the basic work of just repainting the lines.

The decisions made at the October 2025 meeting of the Building and Amenities Committee for budget setting are set out below with the resolution in bold.

The wording in red is an update from the Town Clerk since that meeting.

- a) Replacement noticeboard Dungeness – wall mounted - £450 to be included in budget
Still required current quotes included
- b) Noticeboard for the Rype – on posts - £650 to be included in budget
No longer required as Town Clerk negotiated with the developers of Seagulls to remove the noticeboard from outside the old shop and relocate to the Rype and to provide a new noticeboard to the exterior of the toilet block. All at no cost to the Town Council
- c) Investigation work to gas central heating boilers in Guild Hall and budget to repair or replace as required - £3,000 to be included in budget to be used should boiler fail
Boiler failed and would not fire up – quote for replacement included for £
- d) Line marking of tennis courts -£1,380 to be included in budget
There is surface repair work required prior to the line marking taking place.

RESOLVED: That the sum of £5,480 for the works set out above be included in the budget request for the Committee and an additional £2,000 for maintenance tools. Budget Summary request -the total sum of £13,921 be included in the budget to be agreed by full Council to cover the costs as set out in the Resolutions above which includes the Grounds Maintenance Costs.

Unanimous

Following the budget setting process there has been other matters which had/will have to take priority.

The most important of these is to repair the chimney due to water ingress – there is a full briefing note and quote included for consideration for this work.

Following a Legionella test of the ambulance kitchen there were fuses tripped which stopped the server working. This was remedied by the IT provider talking through the process remotely but the reconnection of the plug made by the Mayor was not pushed in tightly and meant that the server kept dropping out due to sparking and this has resulted in the UPS battery being damaged and a replacement required at a cost of £ xxx.

In addition, the water heater was blown and required replacement at a cost of £349.00 + VAT – this work could not be held as is a requirement for SECAMB and has been completed.

Updated expenditure requirements

1. Work to make Guild Hall watertight
2. Replacement battery for server
3. Line marking tennis courts
4. New water heater – acquired £349.00
5. New noticeboard Dungeness
6. Replacement bin on Rype

DRAFT

**LYDD TOWN COUNCIL BRIEFING NOTE
Buildings and Amenities Committee**

June 2026

DUNGENESS NOTICEBOARD

The noticeboard at Dungeness is currently installed post mounted outside the Lifeboat Station and is becoming difficult to use and has been repaired many times before. The RHD railway station have given permission to install a wall mounted noticeboard on their restaurant building. There are three suitable options to consider.

1. Viking

B1 Mastervision – Outdoor lockable n/board 4xA4 Wall mounted/magnetic Aluminium silver frame **£140.99 inc VAT**



2. Greenbarnes
AF30 aluminium moss green (RAL6005)
Outdoor lockable n/board
4xA4
£323.22 inc VAT

3. Wonderwall products ltd
4xA4 n/board magnetic, aluminium green frame
Lockable /wall mounted
£250.80 inc VAT

