

LYDD TOWN COUNCIL		PAYMENTS AND RECEIPTS		1 December 2023 - 31 January 2024	
FOR RATIFICATION AND AUTHORISATION					
Date	Ratification	Memo	Chq no/DD	Amount	
PAYMENT FROM CURRENT ACCOUNT					
01/12/2023	Gibbs & Son	Bill 4139 - November grass cutting.	004744	156.00	
01/12/2023	Good Directions	2019 Southampton Seat 2800mm - yellow, blue, green slats.	004745	718.00	
01/12/2023	Corporate Christmas Tree	600 bulb Christmas Lights.	004746	187.97	
01/12/2023	Business Stream	Water rates - Guildhall - monthly DD.	DD	13.00	
01/12/2023	Folkestone Hythe DC	Business rates 1 April 2023 - 31 March 2024.	DD	111.00	
06/12/2023	Viking Office UK Ltd	Office Depot - misc office supplies.	DD	93.44	
07/12/2023	HMRC PAYE	PAYE month 9.	004751	1,566.67	
07/12/2023	KCC Pension	KCC Pension Fund month 9.	004752	1,603.10	
07/12/2023	Morrisons	Food and drink for Lydd In lights hamper prizes - £252.42. Christmas baubles £29.99.	004753	282.41	
07/12/2023	Sainsbury's	Food for mayoral reception.	004754	151.40	
07/12/2023	George Hotel	Christmas lunch - Mayor.	004755	201.75	
07/12/2023	Staff Salaries	Staff salaries month 9.	004747 - 004750	5,242.64	
12/12/2023	KCS procurement services	Office printer/copier rental from 21 December 2023 to 20 March 2024.	DD	158.70	
15/12/2023	Piggotts	Flagpole service.	004757	1,282.20	
15/12/2023	Morrisons	Food and drink for Lydd In lights hamper prizes.	004758	37.35	
15/12/2023	Lewe Luck	Window cleaning.	004759	50.00	
15/12/2023	Ashe Alarms Limited	Parts only replaced on service of intruder and fire alarm systems carried out 27 November 2023.	004760	105.60	
15/12/2023	Angela Alexander	Mileage. Camber to Hastings and back for bankings. Lydd in lights judging - councillor Goddard as passenger.	004761	36.58	
15/12/2023	All Saints' Cathedral of the marsh	Council concert on 8th December.	004762	290.00	
15/12/2023	Care Signs	Awaiting invoice - Two "No Dogs" signs.	004763	195.96	
15/12/2023	W&E Rolfe and son	Bolts and saw blades.	004764	7.20	
15/12/2023	Aldi	Cake and crisps for Gurkha band concert.	004765	15.54	
15/12/2023	GMP Accountants	Invoice 55260 - Payroll, bookkeeping, VAT, general discussions and advice.	004766	1,800.00	
15/12/2023	Lloyds Bank	Service Charges.	DD	51.52	
18/12/2023	Corona Energy	Guildhall Electricity bill - 1 Nov to 30 Nov - £301.94. Manor Rd Garages Electricity bill - 1 Nov to 30 Nov - £12.41. Manor Rd Pavilion Electricity bill - 1 Nov to 30 Nov £25.97.	DD	340.32	
21/12/2023	Castle Water	Guildhall from 1 Nov 2023 to 30 Nov 2023.	DD	8.70	
22/12/2023	Castle Water	Manor Road Pavillion from 1 Nov 2023 to 30 Nov 2023.	DD	17.26	
27/12/2023	British Gas	Guildhall from 13 Nov 2023 to 13 Dec 2023.	DD	74.53	
27/12/2023	Opus Energy	Christmas Lights - 1 November 2023 to 30 November 2023.	DD	24.60	
27/12/2023	Waterlogic	Watercooler rental.	DD	38.76	
28/12/2023	Castle Water	Allotments from 1 October 2023 to 31 March 2024.	DD	477.29	
02/01/2024	Business Stream	Water rates - Guildhall - monthly DD	DD	13.00	
02/01/2024	Folkestone Hythe DC	Business rates 1 April 2023 - 31 March 2024.	DD	111.00	
10/01/2024	Zoom In Private Ltd	Food and drink for mayor's reception.	004767	156.88	
10/01/2024	ROSPA	Post-installation inspection.	004768	498.00	
10/01/2024	CIA Fire & Security Limited	Smart Access Netcode Subscription - 01/02/2024 to 31/01/2025. Smart Access Entry Maintenance Contract - 24 hour telephone technical support.	004769	668.40	
10/01/2024	W&E Rolfe and son	Bulbs and starters.	004770	43.38	
10/01/2024	HAGS-SMP Ltd	Playground equipment, drawings, installation etc.	004771	46,800.00	
10/01/2024	Viking Office UK Ltd	Misc office supplies - £177.70. 1st class stamps - £62.50. 2nd class stamps for mayor's Christmas cards - £37.50.	DD	277.70	
12/01/2024	Lloyds Bank	Service Charges.	DD	20.60	
15/01/2024	Staff Salaries	Staff salaries month 10.	004772 - 004775	5,233.25	
15/01/2024	Good Directions	Neptune outdoor bench - Southampton Seat end casting - black.	004776	224.00	
15/01/2024	C S Mitchell Ltd	High street Christmas lights.	004777	721.81	
15/01/2024	Ornamental Trees	Two Quercus ilex trees.	004778	155.99	
15/01/2024	HMRC PAYE	PAYE Month 10.	004782	1,574.69	
15/01/2024	KCC Pension	KCC Pension Fund Month 10.	004783	1,603.10	
15/01/2024	BT Group	Phone and broadband - 1 Oct 2023 to 31 Mar 2024.	DD	687.92	
16/01/2024	ICO	Data protection registration.	DD	35.00	
17/01/2024	Corona Energy	Guildhall Electricity bill - 1 Dec to 31 Dec - £315.97. Manor Rd Garages Electricity bill - 1 Dec to 31 Dec - 12.41. Manor Rd Pavilion Electricity bill - 1 Dec to 31 Dec - 25.97.	DD	354.35	
22/01/2024	Castle Water	Guildhall from 1 Dec 2023 to 31 Dec 2023.	DD	6.82	
23/01/2024	Castle Water	Manor Road Pavillion from 1 Dec 2023 to 31 Dec 2023.	DD	42.69	
24/01/2024	British Gas	Guildhall from 13 Dec 2023 to 10 Jan 2024.	DD	235.41	
26/01/2024	Opus Energy	Christmas Lights - 1 December 2023 to 31 December 2023.	DD	25.36	
26/01/2024	Waterlogic	Watercooler rental.	DD	43.61	
31/01/2024	Lydd Allotment Association	Funding to replace the cladding on the cabin at the allotments.	004779	1,500.00	
31/01/2024	Security Direct Products Ltd	Roller shutter parts	004780	166.76	
31/01/2024	Gibbs & Son	Bill 4160 - install 1 new bench in play park. Level soil left from play park.	004781	1,116.00	
31/01/2024	KCS procurement services	Misc office supplies.	DD	170.69	
PAYMENT FROM RESERVE ACCOUNT					
PAYMENT FROM STRIPE ACCOUNT					
18/12/2023	Stripe	Stripe fee.		0.42	
18/12/2023	Stripe	Transfer to Lloyds current account.		5.58	

LYDD TOWN COUNCIL

PAYMENTS AND RECEIPTS

1 December 2023 - 31 January 2024

FOR RATIFICATION AND AUTHORISATION

Date	Ratification	Memo	Chq no/DD	Amount
RECEIPTS INTO CURRENT ACCOUNT				
12/12/2023	Banking	Allotments rents and deposits.		370.00
12/12/2023	Banking	Band Concert income.		1,463.00
12/12/2023	Banking	Donation of £5,000 from Municipal Charities. Donation of £250 from Bell Construction for Christmas tree and lights.		5,250.00
15/12/2023	Banking	The Oak Ltd - Donation towards Christmas Tree.		250.00
18/12/2023	Banking	Transfer from Stripe.		5.58
22/12/2023	Banking	Allotments rents and deposits.		1,500.00
17/01/2024	Stripe	Allotments rents and deposits.		40.00
24/01/2024	Banking	Allotments Rent and Deposits.		20.00
RECEIPTS INTO RESERVE ACCOUNT				
11/12/2023	Lloyds Bank	Reserve account interest.		48.25
09/01/2024	Lloyds Bank	Reserve account interest.		27.64
RECEIPTS INTO STRIPE ACCOUNT				
18/12/2023	The Banks, Tennis Courts	Court booking.		6.00

LYDD TOWN COUNCIL
Bank Reconciliation Statement
for the Period Ending
31st January 2024

BANK and CASH:	Statement Date	£	
Lloyds TSB Current Account	31-Jan	97,936.09	
Lloyds TSB Reserve Account	31-Jan	26,789.65	
Stripe	31-Jan	-	124,725.74
LESS Unpresented Items:			
	004698	25/09/2023	106.50
	004713	09/10/2023	30.00
	004767	10/01/2024	156.88
	004769	10/01/2024	668.40
	004771	10/01/2024	46,800.00
	004774	15/01/2024	232.08
	004777	15/01/2024	721.81
	004778	15/01/2024	155.99
	004779	31/01/2024	1,500.00
	004780	31/01/2024	166.76
	004781	31/01/2024	1,116.00
	004782	31/01/2024	1,574.69
	004783	31/01/2024	1,603.10
			54,832.21
			<u>69,893.53</u>
Opening balance			138,744.96
PLUS Receipts			8,980.47
LESS Payments			(77,831.90)
Balance Carried Forward:			<u>69,893.53</u>
			-



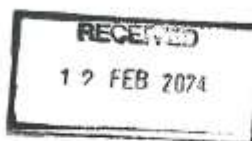
J31E2301AGRMBAG000012725001001 987 000

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



Your account statement

Issue date: 2 February 2024
Write to us at: PO Box 1000, Andover, BX1 1LT
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: 00731251
BIC: LOYDGB21138
IBAN: GB90 LOYD 3090 2800 7312 51



BUSINESS ACCOUNT
LYDD TOWN COUNCIL

Account summary

Balance On 26 Jan 2024	£98,106.78
Total Paid In	£0.00
Total Paid Out	£1,573.90
Balance On 02 Feb 2024	£96,532.88

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
26 Jan 24		STATEMENT OPENING BALANCE			98,106.78
31 Jan 24	DD	KCC COMMSERV D/D C119858		170.69	97,936.09
01 Feb 24	DD	SCOTTISH WATER BUS 27400223		13.00	97,923.09
01 Feb 24	CHQ	004777		721.81	97,201.28
02 Feb 24	CHQ	004769		668.40	96,532.88
02 Feb 24		STATEMENT CLOSING BALANCE	0.00	1,573.90	96,532.88

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

DD - Direct Debit CHQ - Cheque

PMBS0013100000

MAREZKXWKEI D06E203MEE

Page 1 of 2 | 0012226 | 0069AF



J1182A01AG5NBA000048518001002 367 000
 LYDD TOWN COUNCIL
 MS A ALEXANDER
 13 HIGH STREET
 LYDD
 ROMNEY MARSH
 KENT
 TN29 9AF



Your account statement

Issue date: 9 February 2024
 Write to us at: PO Box 1000, Andover, BX1 1LT
 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 12 Jan 2024	£26,789.65
Total Paid In	£29.58
Total Paid Out	£0.00
Balance On 09 Feb 2024	£26,819.23

Account activity

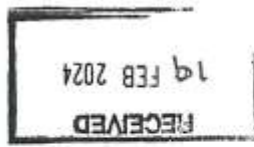
Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
12 Jan 24		STATEMENT OPENING BALANCE			26,789.65
09 Feb 24		INTEREST (GROSS)	29.58		26,819.23
09 Feb 24		STATEMENT CLOSING BALANCE	29.58	0.00	26,819.23

PMBA0C13100000

XMHESAN120

DHE2AN120

Page 1 of 4 / 008518 / 0187783



Lydd Town Council					
Budget Monitor 2023-2024					
Period from 1 April 2023 to 31 January 2024					
	Actual	Budget	Over Budget	% of Budget	P/y actual
Income					
Precept	159,000.00	159,223.48	(223.48)	99.86%	130,000.00
Tennis Court Bookings	226.68	-	226.68	0.00%	-
Total Income	159,226.68	159,223.48	3.20	100.00%	130,000.00
Expenses					
Accountancy	5,950.00	-	5,950.00	0.00%	-
Allotments	3,665.12	3,200.00	465.12	114.54%	4,505.58
Audit	840.00	700.00	140.00	120.00%	490.00
Band Concert expenses	297.83	500.00	(202.17)	59.57%	3,242.80
Bank Charges	282.14	340.00	(57.86)	82.98%	318.75
Banks Dennes Lane	350.79	3,000.00	(2,649.21)	11.69%	3,693.41
Bin Emptying	-	665.00	(665.00)	0.00%	-
CCTV feasibility study	100.00	500.00	(400.00)	20.00%	-
Christmas Tree & Lighting	1,010.35	200.00	810.35	505.18%	1,383.91
Civic Expenses	1,863.87	200.00	1,663.87	931.94%	1,130.36
Contingency	715.00	-	715.00	0.00%	-
Coronation of King Charles III	1,517.02	3,000.00	(1,482.98)	50.57%	-
Donations	360.00	2,000.00	(1,640.00)	18.00%	-
Election Costs	6,428.25	-	6,428.25	0.00%	-
Electrical PEAT testing	-	150.00	(150.00)	0.00%	-
Friends of Lydd	-	500.00	(500.00)	0.00%	-
Grounds Maintenance	5,862.76	5,000.00	862.76	117.26%	5,827.43
Groundsman Materials and Equipment	(285.30)	400.00	(685.30)	(71.33%)	579.43
Guild Hall Maintenance	1,816.50	2,500.00	(683.50)	72.66%	3,714.78
Guild Hall Running Costs	7,351.06	9,000.00	(1,648.94)	81.68%	8,753.03
Hon. Freeman	-	-	-	0.00%	1,270.04
Insurance	4,237.54	4,500.00	(262.46)	94.17%	4,377.86
Lade Bench Licences	25.00	25.00	-	100.00%	25.00
Legal and Professional Fees	1,218.50	700.00	518.50	174.07%	2,489.80
Lydd in Bloom	470.00	550.00	(80.00)	85.45%	552.59
Lydd in Lights	289.77	550.00	(260.23)	52.69%	388.95
Manor Road Pavilion Maintenance	806.33	1,000.00	(193.67)	80.63%	338.95
Manor Road Pavilion Running Costs	572.09	600.00	(27.91)	95.35%	1,613.73
Mayoral Allowance	2,776.49	3,000.00	(223.51)	92.55%	1,183.24
Office Consumables	1,279.78	1,500.00	(220.22)	85.32%	2,036.79
Office Equipment and printing	1,419.07	1,000.00	419.07	141.91%	2,018.92
Office IT	9,014.81	4,000.00	5,014.81	225.37%	4,427.43
Queen's Platinum Jubilee	-	-	-	0.00%	9,210.30
Recreational Projects (Tennis Courts)	39,015.93	-	39,015.93	0.00%	7,236.00
Remembrance Sunday (S137)	-	290.00	(290.00)	0.00%	291.30
Rype play project phase 2	39,578.30	30,000.00	9,578.30	131.93%	54,071.84
Small Grants awarded from Municipal Charities donation	-	3,000.00	(3,000.00)	0.00%	4,895.00
Staff & Councillors Training	-	1,000.00	(1,000.00)	0.00%	-
Staff Expenses (Mileage)	36.58	-	36.58	0.00%	-
Staff Pensions (EE + ER)	17,988.54	16,000.00	1,988.54	112.43%	16,342.06
Staff Salaries	68,804.78	94,500.00	(25,695.22)	72.81%	82,708.08
Stair Lift Maintenance & Defib	618.00	600.00	18.00	103.00%	4,037.00
Subscriptions	2,254.25	2,100.00	154.25	107.35%	1,711.00
Survey and schedule of work for buildings	3,100.00	3,100.00	-	100.00%	-
Website	-	500.00	(500.00)	0.00%	65.00
Total Expenses	231,631.15	200,370.00	31,261.15	115.60%	234,930.36
Net Operating Income	(72,404.47)	(41,146.52)	(31,257.95)	175.97%	(104,930.36)
Other Income					
Allotments Rent and Deposits	9,597.29	4,000.00	5,597.29	239.93%	4,002.52
Ambulance Service Rent	5,200.00	5,200.00	-	100.00%	-
Bank Interest	551.12	25.00	526.12	2204.48%	144.37
Donations from Lydd Municipal and Other Charities	5,000.00	5,000.00	-	100.00%	5,000.00
Masts and Easements	1.00	1,600.00	(1,599.00)	0.06%	78.08
Other Receipts	1,189.61	3,001.00	(1,811.39)	39.64%	10,197.89
Band Concert	2,268.00	-	2,268.00	0.00%	2,223.52
Total Other Income	23,807.02	18,826.00	4,981.02	126.46%	21,646.38
Other Expenses					
HMRC interest	129.44	-	129.44	0.00%	-
Total Other Expenses	129.44	-	129.44	0.00%	-
Net Other Income	23,677.58	18,826.00	4,851.58	125.77%	21,646.38
Net Income	(48,726.89)	(22,320.52)	(26,406.37)	218.31%	(83,283.98)

LYDD TOWN COUNCIL

MARCH 2024

BRIEFING NOTE ALLOTMENT PLOT RENT/WATER AND AAMT UPKEEP REVIEW

Lydd Town Council and the Allotments Association have a self-management agreement for the plots at Dungeness Road. This includes the Allotment Association Management Team (AAMT) keeping the land and property maintained and for this purpose Lydd Town Council pays an annual sum to the AAMT for maintenance of the land under that agreement and also funds an annual project. There is shared use of a tractor purchased some years ago by Lydd Town Council and the cost of its insurance is shared between Lydd Town Council and AAMT. The Allotments remain the asset of Lydd Town Council.

Any income generated by the Allotments such as rent for plots and the payment from ARQIVA telecommunication mast is kept in a separate column in the accounts for Lydd Town Council and the money spent on the Allotments for projects.

Following the review of the annual Allotment Association Management Team allowance for the upkeep of the allotments in line with the self-management agreement in 2023 there was no increase and £1200 was agreed for the year. This money comes from the plot income of rent and water but in previous years before the AAMT self-management agreement this was from the groundsman budget head.

Lydd Town Council reviews the rent and water charges for the allotment plots annually. The decision on the charges will be made this year at the March Council meeting and will be implemented for the rent and water charges falling due on 1st October 2024.

Following the review of the charges for allotment plots due 1st October 2023 there was no increase made and the charges are currently £20 for a 5 perch plot which includes water.

There are currently 167 plots in total with 4 vacant plots- 163 plots with a total possible rent of £3240.00 including water. The income paid to date in the financial year 2023-2024 was £3160.00

The water charges have increased and for the financial year 1st April 2023 to 31st March 2024 they were £1,843.92 compared to £1,361.26 in the previous financial year which is an increase of £481.66.

The outgoings on the AAMT allowance for upkeep and the water charges are £3,044 and the income £3,160 which is just covering the costs and Councillors may wish to consider that if the annual upkeep payment is increased then this will require an increase in the charges for rent and water.

Councillors to note that we cannot overcharge and make a profit for the provision of water and the plot fee is therefore rent and water inclusive.

The annual project was agreed at the January 2024 meeting and £1,500 was agreed for replacement cladding at the Allotment cabin.

LYDD TOWN COUNCIL

Guild Hall
 13 High Street
 Lydd
 ROMNEY MARSH
 Kent
 TN29 9AF
 01797 320999

APPLICATION FOR HIRE OF GUILD HALL
 (Commercial & Private Individuals)

Contact Name	
Organisation	
Address	
Email	
Telephone	
Date of hire	
Details of event <i>(Please include details of any specific seating layout or additional requirements)</i>	

All prices include VAT

Facilities required	From	To	Price
Monday to Friday			
Council Chamber 9am until 5pm			£26 / hour
Council Chamber 5pm until 9pm			£32 / hour
Mayor's Parlour 9am until 1pm			£9 / hour
Mayor's Parlour 1pm until 9pm			£15 / hour
TOTAL HIRE FEE			£

Do you hold public liability insurance?

If so, please supply evidence of your insurance cover when submitting your booking form.

- **Duration of hire must include preparation and clearing up time.**
- **Disabled access is limited - please ask for details when booking.**

Terms and Conditions

- 1 Fees are charged by the hour The hire period must include your set-up and clear-up times.
- 2 Full payment is due at least 14 days prior to the hire date. Bookings less than 28 days prior to the hire date require payment in full at the time of booking.
- 4 Please ensure all facilities are left clean and tidy. If the Town Hall is left in an unsatisfactory state after your use, you may be charged a fee in respect of loss, damage or additional cleaning. Please report any damage or breakages.
- 5 Opening and closing of the premises will be undertaken by Town Hall staff. All bookings must end by 21.00 hrs. The hirer must remain on the premises until a member of Town Council staff attends to lock up.
- 6 Lydd Town Council reserves the right to gain admission (without charge) during any hire period for the purpose of inspecting the premises.
- 7 You agree to indemnify Lydd Town Council against any actions, costs or claims arising out of your use of the building. You must ensure that you have any necessary licences or insurance appropriate to your use of the premises.
- 8 The Guild Hall does not have a licence to sell alcohol.
- 9 Facilities included in the hire are the chamber, tables and chairs.
- 11 All refuse must be removed from the premises by the hirer.
- 12 The maximum capacity of the premises is no more than 60 people
- 13 **Disabled access to the Guild Hall is limited.** Access to the main chamber is via stairs with a stair lift and access to the Mayor's Parlour and toilets are on the ground floor.
- 14 Nothing may be fixed to the interior or exterior of the building, nor its fixtures and fittings
- 15 No naked flames or candles are permitted. No smoking or vaping is allowed anywhere on the premises.
- 16 You must nominate a 'competent person' to take charge in case of Fire who will be responsible for ensuring that everyone in the Hall can escape unimpeded through the Fire Exits and assemble outside at the nominated assembly area. 'Competent persons' must make themselves familiar with the location of the emergency exits, fire extinguishers and instructions for their use.
- 17 A first aid kit is located in the downstairs corridor
- 18 No responsibility whatsoever can be taken for any 'personal' items left on the premises or any damage caused by them to the premises or any misuse of them by others.
- 19 Lydd Town Council reserves the right to refuse bookings from organisations or individuals it considers do not uphold its own democratic and non-discriminatory principles.

Declaration by hirer

I have carefully read and understood all conditions for the use of Lydd Guild Hall and agree to abide by them. I understand that I will be responsible for the first £50 of any insurance claim brought about as a result of this hire.

Signed: _____ Date: _____

For office use only

Public liability insurance confirmed (where applicable)

Hire approved

Invoice details		
Deposit paid	£	Date:
Balance paid	£	Date:

Notes:

LYDD TOWN COUNCIL

Guild Hall
 13 High Street
 Lydd
 ROMNEY MARSH
 Kent
 TN29 9AF
 01797 320999

APPLICATION FOR HIRE OF GUILD HALL
 (charities and community groups)

Contact Name	
Organisation	
Address	
Email	
Telephone	
Date of hire	
Details of event <i>(Please include details of any specific seating layout or additional requirements)</i>	

All prices include VAT

Facilities required Monday to Friday	From	To	Price
Council Chamber 9am until 5pm			£14 / hour
Council Chamber 5pm until 9pm			£16 / hour
Mayor's Parlour 9am until 1pm			£4.50 / hour
Mayor's Parlour 1pm until 9pm			£4.50 / hour
TOTAL HIRE FEE			£

Do you hold public liability insurance?

If so, please supply evidence of your insurance cover when submitting your booking form.

- Duration of hire must include preparation and clearing up time.
- Disabled access is limited - please ask for details when booking.

Terms and Conditions

- 1 Fees are charged by the hour. The hire period must include your set-up and clear-up times.
- 2 Full payment is due at least 14 days prior to the hire date. Bookings less than 28 days prior to the hire date require payment in full at the time of booking.
- 4 Please ensure all facilities are left clean and tidy. If the Town Hall is left in an unsatisfactory state after your use, you may be charged a fee in respect of loss, damage or additional cleaning. Please report any damage or breakages.
- 5 Opening and closing of the premises will be undertaken by Town Hall staff. All bookings must end by 21.00 hrs. The hirer must remain on the premises until a member of Town Council staff attends to lock up.
- 6 Lydd Town Council reserves the right to gain admission (without charge) during any hire period for the purpose of inspecting the premises.
- 7 You agree to indemnify Lydd Town Council against any actions, costs or claims arising out of your use of the building. You must ensure that you have any necessary licences or insurance appropriate to your use of the premises.
- 8 The Guild Hall does not have a licence to sell alcohol.
- 9 Facilities included in the hire are the chamber, tables and chairs.
- 11 All refuse must be removed from the premises by the hirer.
- 12 The maximum capacity of the premises is no more than 60 people
- 13 **Disabled access to the Guild Hall is limited.** Access to the main chamber is via stairs with a stair lift and access to the Mayor's Parlour and toilets are on the ground floor.
- 14 Nothing may be fixed to the interior or exterior of the building, nor its fixtures and fittings
- 15 No naked flames or candles are permitted. No smoking or vaping is allowed anywhere on the premises.
- 16 You must nominate a 'competent person' to take charge in case of Fire who will be responsible for ensuring that everyone in the Hall can escape unimpeded through the Fire Exits and assemble outside at the nominated assembly area. 'Competent persons' must make themselves familiar with the location of the emergency exits, fire extinguishers and instructions for their use.
- 17 A first aid kit is located in the downstairs corridor
- 18 No responsibility whatsoever can be taken for any 'personal' items left on the premises or any damage caused by them to the premises or any misuse of them by others.
- 19 Lydd Town Council reserves the right to refuse bookings from organisations or individuals it considers do not uphold its own democratic and non-discriminatory principles.

Declaration by hirer

I have carefully read and understood all conditions for the use of Lydd Guild Hall and agree to abide by them. I understand that I will be responsible for the first £50 of any insurance claim brought about as a result of this hire.

Signed: _____ Date: _____

For office use only

Public liability insurance confirmed (where applicable)

Hire approved

Invoice details		
Deposit paid	£	Date:
Balance paid	£	Date:

Notes:



Tony Hills, Kent County Council member for the Romney Marsh Division. Report for February 24.

As the winter rolls on, the news gets more depressing. Let's look on the bright side spring is on its way; days are getting longer...

Marsh Highways. The winter service.

In my opinion Kent does a great job in these difficult cash strapped times.



KCC continues to maintain our highways on a reduced budget. But remember safety comes first, so if you find what you consider to be dangerous, please report it.

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

Flooding Matters



Re-shingling

I went down to Littlestone. The Environment Agency has re-shingled the beach. Reprofiling the beach to give us more protection when we get hit by the next storm.

Surface Water Flooding on the Marsh

We have had some challenging flooding on the Marsh. With houses flooded in Dymchurch, Littlestone and Lydd, due to the very heavy rain before Christmas. I'm setting up a working party to see if we can improve things for the Marsh as chairman of the Kent Flood Risk Management Committee I will be working with Southern Water, Environment Agency and the Internal Drainage Board.

Water Quality

Over the last two years we have had some poor water quality in the southern end of Hythe Bay. The Environment Agency testing regime has shown poor results, this needs to be turned round. I will be working with the Environment Agency and Southern water to find the source of the problems. I personally believe a subtle rise in sea temperatures has a part to play in the drop in water quality.

Kent's Plan Bee

This is a pollinator action plan that I support, this encourages local communities to improve the food sources and general habitat for pollinators in Kent. Pollinators are vital for our food, economy and environment and we must act to reverse their rapid decline. You can sign up to Plan Bee Newsletters via PlanBee@kent.gov.uk and look out for the No Mow May campaign this spring that will encourage homeowners and landowners to pledge to let their grass grow through May.

Tony

Tony Hills, Kent County Councillor for Romney Marsh. For details on how I will use your information please click [here](#) for my privacy notice.

Home Telephone 01797 321246 Mobile 07860 295730 .



Lydd Club Day Committee

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

lyddclubdaysecretary@gmail.com

07525928879

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

Dear Mr Major,

As you are aware Lydd Club Day takes place annually on the 3rd Saturday of June, this year Lydd Club Day takes place on Saturday 15th June 2024.

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

In addition to this request, we also like to invite you to make your annual donation, through local sponsorship and donation, we can secure entertainment and performers for the arena throughout the day, in return for your sponsorship you will be included in our event advertising as showing your support to the town.

Cheque payments are to be made payable to: Lydd Club Day Committee

Alternatively, payments can be made via BACS to

Lloyds: Lydd Club Day Committee

Account Number: 01391411

Sort Code: 30-90-28

Payment Reference: Please insert company name.

I look forward to hearing from you,

Yours sincerely,

Rebecca Cavanagh

Club Day Committee Secretary