



## DOVER TOWN COUNCIL

Minutes of the 20<sup>th</sup> Statutory Meeting of the DOVER TOWN COUNCIL held at the Town Hall, Dover on THURSDAY 24<sup>TH</sup> MAY 2018 at 7.00pm.

### PRESENT

The Right Worshipful the Town Mayor, Councillor N Rix, in the chair (until item 1)

### Councillors

P Brivio  
G Cowan  
A Jenner  
S Jones  
J Lamoon  
I Palmer

C Precious  
R Walkden  
P Wallace  
M Wood  
C Zosseder

### INSTALLATION OF TOWN MAYOR

In accordance with Dover Town Council Resolution No. 489a) 25<sup>th</sup> April 2018, "a) That Councillor Jones be appointed Town Mayor Elect for the 2018/19 Municipal Year to take office on the 24<sup>th</sup> May 2018".

Councillor Susan Jones was installed as Town Mayor for the 2018/19 Municipal Year and made her declaration of acceptance of office.

### THANKS TO THE TOWN MAYOR FOR THE 2016/17 & 2017/18 MUNICIPAL YEARS

Councillor Lamoon proposed and Councillor Jones seconded a motion for a vote of thanks to the former Town Mayor for the 2016/17 & 2017/18 Municipal Years.

RESOLVED: That the Town Council give a vote of thanks to the former Town Mayor Councillor Neil Rix, for the 2016/17 & 2017/18 Municipal Year and was presented with his Past Mayor's Badge.

The former Town Mayor, Councillor Rix, replied thanking the proposer, seconder and the remaining Town Councillors for the vote of thanks.

### APOLOGIES FOR ABSENCE

## DECLARATIONS OF INTEREST

Members present made no declarations of disclosable pecuniary and/or other interests as required by law.

## INSTALLATION OF DEPUTY TOWN MAYOR

In accordance with Dover Town Council Resolution No. 489b) 25<sup>th</sup> April 2018, “b) *That Councillor Palmer be appointed Deputy Town Mayor Elect for the 2018/19 Municipal Year to take office on the 24<sup>th</sup> May 2018*”.

Councillor Ian Palmer was installed as Deputy Town Mayor for the 2017/18 Municipal Year and made his declaration of acceptance of office.

## HONORARY CHAPLAIN

The Town Mayor thanked Honorary Chaplain, Reverend Dr John Walker, for his service during the 2017/18 Municipal Year.

The Town Mayor appointed the Reverend Dr John Walker as the Council’s Honorary Chaplain for the 2018/19 Municipal Year. At the Town Mayor’s invitation, the Honorary Chaplain offered prayers.

## MINUTES

Councillor Rix proposed and Councillor Jones seconded the motion that the Minutes of the Extraordinary Town Council meeting held on 25<sup>th</sup> April 2018 be accepted as a correct record.

Councillor Rix proposed and Councillor Jones seconded the motion that the Minutes of the Town Council meeting held on 25<sup>th</sup> April 2018 be accepted as a correct record.

The Town Council considered the minutes of the Planning Committee meetings held on 14<sup>th</sup> May 2018.

- RESOLVED:
- a) That the Minutes of the Extraordinary Town Council meeting held on 25<sup>th</sup> April 2018 be approved and signed by the Town Mayor.
  - b) That the Minutes of the Town Council meeting held on 25<sup>th</sup> April 2018 be approved and signed by the Town Mayor.
  - c) That Planning Committee minute Nos 491 to 502 be received.

## HONORARY FREEMEN

In accordance with the resolution made at the Extraordinary Town Council meeting on 25<sup>th</sup> April 2018 (Minute No 475): -

Councillor Brivio read out citation for Rev Dr Michael Hinton who made his declaration and was invested as an Honorary Freeman of the Town of Dover by the Town Mayor.

Councillor Walkden read out citation for Mrs Adeline Reidy who made her declaration and was invested as an Honorary Freeman of the Town of Dover by the Town Mayor.

Councillor Rix read out citation Mr James Gleeson who made his declaration and was invested as an Honorary Freeman of the Town of Dover by the Town Mayor.

The Town Clerk read the Roll of Honorary Freemen for the Town of Dover.

### TOWN MAYOR'S CADET

The Town Mayor signified the appointed of 354 Squadron ATC Cadet Kyla Goldsmith as the Town Mayor's Cadet for the 2018/19 Municipal Year. The Town Mayor's Cadet was presented with the swagger stick and a certificate by the Town Mayor.

### ANNUAL RETURN 2017/18 & TOWN COUNCIL FINANCIAL INFORMATION

- RESOLVED:
- a) That the payments made by the Town Council in April 2018 be approved and the schedules signed by the Chairman;
  - b) That McCabe Ford Williams' letter of 24<sup>th</sup> April 2018 concerning their final audit visit for the year ended 31<sup>st</sup> March 2018, together with the Annual Internal Report be noted;
  - c) That Councillor Walkden's report of the 10th May 2018 concerning the Review of Internal Audit for the year ended 31st March 2018 be approved;
  - d) That Councillor Walkden's report of the 10th May 2018 concerning the adoption of the revised risk register and the review of the effectiveness of the system of internal control for Dover Town Council for the year ending 31st March 2018 be adopted;
  - e) That Councillor Walkden's report of the 10th May 2018 concerning the Financial out-turn for the year ended 31st March 2018 be approved;
  - f) That Annual Governance Statement for Dover Town Council for the year ending 31st March 2018 be approved and signed by the Town Mayor;
  - g) That the Accounting Statements for the Dover Town Council for the year ending 31st March 2018 be approved and signed by the Town Mayor.

### TOWN COUNCIL COMMITTEE MEMBERSHIP

The Town Council considered membership of the Town Council's Committees for the 2018/19 Municipal Year.

- RESOLVED:
- a) The following be appointed to the Civic & Special Projects Committee for the 2018/19 Municipal Year:

Councillor Brivio, Councillor Burke, Councillor Cowan, Councillor Heron, Councillor Jenner, Councillor Lamoon, Councillor Palmer, Councillor Precious, Councillor Rix, Councillor Sansum, Councillor Walkden, Councillor Wallace,

Councillor Brivio, Councillor Burke, Councillor Cowan, Councillor Heron, Councillor Jenner, Councillor Lamoon, Councillor Palmer, Councillor Precious, Councillor Rix, Councillor Walkden, Councillor Wallace, Councillor Warriner, Councillor Wood & Councillor Zosseder;

c) The following be appointed to the Finance & General Purposes Committee for the 2018/19 Municipal Year:

Councillor Brivio, Councillor Burke, Councillor Cowan, Councillor Heron, Councillor Jenner, Councillor Lamoon, Councillor Palmer, Councillor Precious, Councillor Rix, Councillor Sansum, Councillor Walkden, Councillor Wallace, Councillor Warriner, Councillor Wood & Councillor Zosseder;

d) The following be appointed to the Planning Committee for the 2018/19 Municipal Year:

Councillor Brivio, Councillor Burke, Councillor Cowan, Councillor Heron, Councillor Jenner, Councillor Lamoon, Councillor Palmer, Councillor Precious, Councillor Rix, Councillor Walkden, Councillor Wallace, Councillor Wood & Councillor Zosseder.

#### **MEMBERSHIP OF EXTERNAL BODIES**

The Town Council considered appointments of Town Council representatives to external bodies for the 2018/19 Municipal Year.

RESOLVED: The following Councillors be appointed to the External bodies listed below for the 2018/19 Municipal Year:

- a) Dover Joint Transportation Board – Councillor Cowan & Reserve: Councillor Walkden (Reserve);
- b) Dover Neighbourhood Forum – Councillor Brivio & Councillor Wood
- c) Dover Fairtrade Network Group – Councillor Jenner
- d) Dover Town Team – Councillor Rix
- e) Dover White Cliffs Branch Royal British Legion – Councillor Palmer
- f) Port & Community Forum (PCF) – Town Mayor
- g) R V Coleman Trust – Councillor P Brivio (Term 2017-2021)
- h) White Cliffs Country Tourism Alliance (WCCTA) – Councillor Walkden

Town Mayor announced that there was no further business on the agenda and declared the meeting closed at 20:18 and invited her guests to join her in the Connaught Hall.

