

DOVER TOWN COUNCIL

Minutes of the Meeting of the DOVER TOWN COUNCIL held in the Council Chamber, Maison Dieu House, Biggin Street, Dover, Kent on WEDNESDAY 22<sup>ND</sup> MARCH 2023 at 6.00pm.

PRESENT

The Right Worshipful the Town Mayor, Councillor G Cowan in the chair

Councillors

E Biggs	N Rix
J Bird	L Stephenson
P Brivio	R Walkden
D Howden	G Wanstall
S Jones	C Zosseder
J Lamoon	

232. APOLOGIES FOR ABSENCE

The Town Council noted apologies for absence from Councillors Collor & Sancha (personal commitments) & Councillor Precious (ill health).

233. DECLARATIONS OF INTEREST

Councillors present made no declarations of pecuniary interest as required by law.

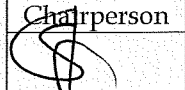
The Town Council received retrospective declarations of interest in relation to Minute No. 200 at the Town Council Meeting on 18<sup>th</sup> January 2023 from Councillors Howden and Zosseder.

The Town Council noted that a retrospective declaration of interest had not been received from Councillor Sawbridge (absent without apology) who also did not declare an interest in being a Trustee for the Samphire charity.

234. MINUTES

The Town Council approved the Minutes of the Town Council meeting held on 18<sup>th</sup> January 2023

RESOLVED: That the Minutes of the Town Council meeting held on the 18<sup>th</sup> January 2023 be approved and signed by the Town Mayor.

Chairperson  


235. COMMUNICATIONS FROM THE CHAIRPERSON

The Town Council noted the Town Mayor's list of engagements since the last meeting.

236. PROGRESS SHEETS

The Town Council noted that there were no outstanding resolutions made by the Town Council.

237. COMMUNITY & SERVICES COMMITTEE AND CIVIC & SPECIAL PROJECTS COMMITTEE

The Town Council considered the minutes of the Joint Community & Services and Civic & Special Projects Committee meeting held on 24<sup>th</sup> January 2023.

RESOLVED: That the Joint Community & Services and Civic & Special Projects Committee Minute Nos. 205 to 214 be accepted as a true record.

The Town Council noted Urgent Decision UD003 concerning the cancellation of the Civic & Special Projects Meeting scheduled for 2<sup>nd</sup> February 2023.

238. PLANNING COMMITTEE

The Town Council considered the minutes of the Planning Committee held on the 13<sup>th</sup> February & 13<sup>th</sup> March 2023.

RESOLVED: That Planning Committee Minute Nos. 215 to 223 & 224 to 231 be accepted as a true record.

239. FINANCE & GENERAL PURPOSES COMMITTEE

The Town Council noted the urgent decision UD004/22-23 to cancel the meeting of the Finance & General Purposes Committee scheduled for the 8<sup>th</sup> March 2023.

240. COUNCILLOR WARD GRANTS

The Town Council noted the final out-turn of the 2022-23 Councillors' Ward Grant scheme (handed out at the meeting).


The Town Council considered the Town Mayor's report of 13<sup>th</sup> March 2023 concerning the residual funds from Councillors grants not spent during the 2022/23 financial year.

RESOLVED: That the unused monies from the Councillor grant budget for 2022-23 be awarded to Dover Big Local.

241. TOWN COUNCIL FINANCIAL INFORMATION

a) The Town Council approved the schedule of payments made by the Town Council for January & February 2023.

RESOLVED: That the Town Council approved the schedules of payments made for January & February 2023 and were signed by the Chairperson.

Chairperson


- b) The Town Council approved the Town Council budget out-turn report to the end of February 2023.
- RESOLVED: That the Town Council approved the budget out-turn report to the end of February 2023.

242. STAFFING

The Town Council considered the Town Mayor's report of 13<sup>th</sup> March 2023 concerning a salary review.

RESOLVED: That staff salaries increase by 6% from April 2023 and where existing team members have taken on additional responsibilities, these should be reflected in adjustments to pay grades and scales. Arrangements for these changes in salaries to be delegated to the Proper Officer within existing budgets and that a review of Council's current organisational structure and pay scales be provided to a future Council meeting.

243. TOWN COUNCIL SCHEDULE OF MEETINGS FOR 2023/24

The Town Council considered the Draft schedule of meetings for the 2023/24 Municipal Year. The Council agreed to review the schedule of meetings for the 2023/24 Municipal Year and the Committee Structure when the new Council had been decided after the local elections on the 4<sup>th</sup> May 2023.

RESOLVED: That the Town Council review the Schedule of Meetings and the Committee Structure when the new Council had been elected.

244. TOWN COUNCIL COMMITTEE & EXTERNAL REPRESENTATION

The Town Council noted Councillor Brivio's report concerning recent meetings of the Dover Fairtrade Network Group, RV Coleman Trust, Joint Transportation Board and the White Cliffs Community Rail Partnership (handed out at the meeting).

The Town Council noted the update report on Dover District Council from the Town Council's DDC Councillors (handed out at the meeting).

The Town Council noted that no update on Kent County Council from the Town Council's KCC Councillors had been received.

245. QUESTIONS FROM THE PUBLIC

The Town Council noted that no questions from the public pursuant to Standing Orders 1 (d) to (m) inclusive and 3b (v) had been received.

246. DATE OF NEXT MEETING

The Town Council noted that the date of the next Town Council meeting will be held on Wednesday 18<sup>th</sup> May 2023 (Mayor Making).

The meeting finished at 6.40pm



THE RIGHT WORSHIPFUL THE TOWN MAYOR  
(Councillor Gordon Cowan)  
CHAIRPERSON

Chairperson
