



DOVER TOWN COUNCIL

Minutes of the joint meeting of the COMMUNITY & SERVICES COMMITTEE & CIVIC & SPECIAL PROJECTS COMMITTEE held on Wednesday 24TH January 2024 at 6.00pm at the Town Council Offices, Maison Dieu House, Biggin Street, Dover, Kent, CT16 1DW.

PRESENT

Councillor Bird	Councillor Jones (Town Mayor)
Councillor Bradley	Councillor Kember
Councillor Brivio	Councillor Lamoon
Councillor Calder	Councillor Sawbridge
Councillor Collor	Councillor Shread
Councillor Cowan	Councillor Verrill
Councillor Defriend	Councillor Wanstall

159. APOLOGIES FOR ABSENCE

Apologies for absence received from Cllrs Collins & Bedi (Personal Commitments) & Cllr Mrs Wanstall (Ill Health).

160. DECLARATIONS OF INTEREST

Voluntary Announcements of Other Interests (VAOI) were declared by:

Cllr Bird - Agenda Item 6B - Dover Pantry;

Cllr Defriend - Agenda Item 6B - Dover Pantry;

Cllr Sawbridge - Agenda Item 6B - Dover Pantry;

Cllr Verrill - Agenda Item 7 - Allotments - Did not vote on item but remained with permission of committee.

161. MINUTES

- a. Councillors noted the approved Minutes of the meeting of the Community & Services Committee held on the 7th June 2023 as resolved at the Full Town Council Meeting, 12th July 2023, Minute No: 22.

Chairperson
<i>[Signature]</i>

- b. Councillors noted the approved Minutes of the meeting of the Civic & Special Projects Committee held on the 16th October 2023 as resolved at the Full Town Council Meeting, 29th November 2023, Minute No: 137.

162. **BUDGET**

The Committees noted the latest out-turn of the Community & Services & Civic & Special Project Committee's 2023/24 budget.

163. **PROGRESS SHEETS**

The Committee noted that there were no outstanding items concerning resolutions made by the Community & Services Committee & the Civic & Special Project's Committee during 2023/24.

164. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Committee considered the following applications for financial assistance:

Playground Proms

Dover Pantry – **This application was withdrawn by Applicant**

Cllr Brivio requested clarification – Asked if member of the public named as an officer of an applicant organisation should leave Chamber whilst decision regarding grant is made (Playground Proms). Proper Officer confirmed that they attended meeting as a member of public, then it was the choice of the person whether to leave or not, though it is usual practice for an organisation to leave in order to allow for a free-er discussion by Councillors.

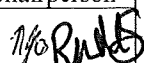
- RESOLVED:** a) That the Committee make a grant of £1,500 to Playground Proms. Funding to be allocated from the Events Facilitation provision in the Civic & Special Project Committee's 2023/24 budget;
- b) All negotiations and agreements to be delegated to the Proper Officer in consultation with the Chairperson of the Committee.

165. **ALLOTMENTS**

- a. The Committee noted WCCP's update report regarding progress on High Meadow.
- b. The Committee considered the Chairperson of the Community & Services Committee's report regarding an allotment review.

RESOLVED: a) That Allotment rents and water charges be increased from 1st January 2024 as follows: -

Plot size	2023/4	2024/5	Rise for following 2 years
Up to 125 m ²	£37.00	£40	£42/44
125-249 m ²	£59.00	£65	£68/71
250-400 m ²	£81.00	£93	£98/100
Water	£13.50	£14.50	£15

Chairperson


b) That the draft allotment licence be adopted for use from 1st January 2024.

Cllr Wanstall asked for information on pedestrian access gate installation at the Maxton Allotment Site and if expenditure had been agreed by Committee. Proper Officer confirmed that all payments are approved by 2 Councillors, the Committee whose budget pays the costs and Full Town Council.

166. TOWN REGENERATION

The Committee noted the Chairperson of the Community & Services Committee regarding an update on Public Conveniences and that the Council has shown its continuing commitment to ensure good quality public toilets are available at several sites and by several means throughout Dover. A budget for this purpose was agreed at Full Town Council in January 2024.

Cllr Cowan requested to view documents concerning lease & minutes for Boundary Groyne Public Conveniences.

167. CIVIC GUIDE

The Committee considered the Chairperson of the Civic & Special Project Committee's report dated 8th January 2024 concerning a review of the Civic Guide.

RESOLVED TO RECOMMEND: To adopt the updated Civic Guide from 2024.

168. INFORMATION ITEMS

- a. The Committee noted UD 23/24 - 003 Cancellation of Community & Services Committee Meeting on 8th November 2023.
- b. The Committee noted UD 23/24 - 006 change of date for Civic & Special Projects Committee Meeting.
- c. The Committee noted Moving Memories feedback to a grant allocated by the Civic & Special Projects Committee at its meeting on the 31st July 2023.

169. DATE OF NEXT MEETING

- a. The Committee noted that the next meeting of the Community & Services Committee will be held on Wednesday 13th March 2024 @ 6pm.
- b. The Committee noted that the next meeting of the Civic & Special Projects Committee will be held on Monday 8th April 2024 @ 6pm.

Meeting Closed @ 7.11pm

CHAIRPERSON
Councillor N Collor
& Councillor R Sawbridge
Rebecca Hill Sawbridge
Chairperson
Nigel J. Collor