



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 10TH JULY 2024 at 6.00pm.

PRESENT

The Right Worshipful the Town Mayor, Councillor E Biggs in the chair

Councillors

Councillor Bedi	Councillor Jones
Councillor Bird	Councillor Kember
Councillor Brivio	Councillor Lamoon
Councillor Calder	Councillor Sawbridge
Councillor Collor	Councillor Shread
Councillor Cowan	Councillor Verrill

57. APOLOGIES FOR ABSENCE

The Town Council noted apologies for absence from Councillor Collins, Mrs Wanstall & Wanstall (personal commitments) & Councillor Bradley (ill health).

58. DECLARATIONS OF INTEREST

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

59. MINUTES

The Town Council approved the Minutes of the Town Council meeting held on 29th May 2024.

RESOLVED: That the Minutes of the Town Council meeting held on the 29th May 2024 be approved and signed by the Town Mayor.

60. PRESENTATION

The Council received a presentation from a representative of Migrant Help. After a short question and answer session, the Mayor thanked the representative for their informative and interesting presentation.

61. COMMUNICATIONS FROM THE CHAIRPERSON

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

Chairperson

62. CIVIC & SPECIAL PROJECTS COMMITTEE

The Town Council noted the minutes of the Civic & Special Projects Committee meeting held on 3rd June 2024.

The Town Council received the minutes of the Civic & Special Projects Committee meeting held on 1st July 2024.

RESOLVED: That Civic & Special Projects Committee Minute Nos. 50 to 56 be accepted as a true record.

63. FINANCE & GENERAL PURPOSES COMMITTEE

The Town Council considered the minutes of the Finance & General Purposes Committee meeting held on 10th June 2024, including resolved to recommend minute no. 24b and the report thereon.

RESOLVED: a) That That Finance & General Purposes Committee Minute Nos. 24 to 24a and 25 to 30 be accepted as a true record;

b) To create the role of unpaid Responsible Financial Officer;

c) That Councillor Bedi be the named Councillor appointed to role of Responsible Financial Officer following the signing of the required Financial History/Probity Statement;

d) That the appointment of Responsible Financial Officer be temporary for 3 months and be reviewed by 10th September 2024.

64. COMMUNITY & SERVICES COMMITTEE

The Town Council received the minutes of the Community & Services Committee meeting held on 17th June 2024.

RESOLVED: That Community & Services Committee Minute Nos. 31 to 38 be accepted as a true record.

65. PLANNING COMMITTEE

The Town Council received the minutes of the Planning Committee held on the 24th June 2024.

RESOLVED: That Planning Committee Minute Nos. 39 to 49 be accepted as a true record.


66. TOWN COUNCIL FINANCIAL INFORMATION

66a. The Town Council approved the schedule of payments made by the Town Council for May 2024 and June 2024 (handed out at the meeting).

66b. The Town Council approved the Town Council budget out-turn report to the end of May 2024.

RESOLVED: a) That the payments made by the Town Council in May and June 2024 be approved and the schedules signed by the Chairperson;

b) That the Town Council approve the Town Council budget out-turn report to the end of May 2024;

Chairperson


67. COUNCILLOR WARD GRANTS

The Town Council noted the out-turn of the 2024/25 Councillors' Ward Grant scheme.

68. TOWN COUNCIL COMMITTEE & EXTERNAL REPRESENTATION

The Town Council noted that Councillor Jones wished to resign from the Civic & Special Projects Committee, Finance & General Purposes Committee and the Planning Committee and that Councillor Brivio wished to resign from the Planning Committee.

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

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

69. GOVERNANCE & ACCOUNTABILITY

- 69a. The Town Council considered the Chairperson of the Council's report of 2nd July 2024 concerning the Civility & Respect Pledge.

RESOLVED: That the Town Council signs the Civility & Respect Pledge and deliver training to all Councillors and Staff as soon as it can be provided.

- 69b. The Town Council considered the Chairperson's report of 1st July 2024 concerning the appointment of Internal Auditors for the 2024/25 Financial Year.

RESOLVED: That the Town Council appoints McCabe Ford Williams as its Internal Auditor for 2024/25.

- 69c. The Town Council considered the Chairperson of the Council's report of 2nd July 2024 concerning the Insurance Fidelity Requirement.

RESOLVED: That all elected members will provide a signed undertaking worded as Appendix 1 for the purpose of insurance or provide details of the circumstances which prevent them giving such an undertaking to the insurer.

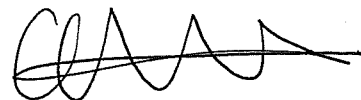
70. QUESTIONS FROM THE PUBLIC

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.

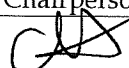
71. DATE OF NEXT MEETING

The Town Council noted that the date of the next Town Council meeting will be Wednesday 18th September 2024.

The meeting finished at 7.23pm



THE RIGHT WORSHIPFUL THE TOWN MAYOR
(Councillor Edward Biggs)
CHAIRPERSON

Chairperson 
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