**MINUTES OF THE CHARTER TRUSTEE MEETING**

**HELD ON 18TH APRIL 2016**

**PUGIN ROOM - TDC**

**Present:** Cllr Robin Edwards, Cllr Rosamund Dixon, Cllr Mick Tomlinson, Cllr Ash Asbee, Cllr Gary Taylor, Cllr Chris Wells, Cllr Linda Potts, Cllr Julie Dellar, Cllr Gary Hillman, Cllr Jonathan Curran, Cllr Jaye-Jones, Cllr Peter Evans.

Also in attendance: Carol Partington, Finance Clerk and Ingrid Spencer, Clerk to the Charter Trustees and Mayor’s Assistant.

**Apologies:** Cllr Mrs Iris Johnston, Cllr John Dennis. Cllr Emma Dawson left before the meeting started.

**Minute 44:** **Acceptance of Previous Minutes**

Acceptance of Minutes of Meeting held 7th December 2015.

Proposed by Cllr Dixon and seconded by Cllr Evans. Agreed nem con.

Acceptance of Minutes of Meeting held 29 February 2016.

Proposed by Cllr Wells, seconded by Cllr Potts. Agreed nem con.

**Matters Arising from the Minutes**

There were no matters arising from the Minutes.

**Minute 45:** **Mayor’s Report**

The Mayor reported how trying events of the past month had been and how much he appreciated the support shown by the Charter Trustees through this difficult time.

The Mayor’s Chaplain, the Very Reverend John Richardson, would soon be leaving the area for a new parish near New Romney. The Mayor had presented the Chaplain with a very fine bottle of whiskey at the Mayor’s end of term cabaret, an event that had been enjoyed by all who attended.

The end of the month would also see the departure of Carol from the office, and the Mayor thanked her on behalf of the Charter Trustees for all her hard work and wished her well in her new venture.

The Mayor reminded Charter Trustees that the Lighting of the Beacon would take place on 21st April, and Lt Colonel Igor Pismenski would be visiting on 28th April. And of course the street party on **June 12th.**

**Minute 46:** **Finance Report**

Finance Report. CP presented the updated Financial Regulations – amendments in red which had been approved by the Finance Committee.

The accounts for the year end were presented and were signed by the Mayor. CP stated that ‘All finance procedures had been carried out per the Annual Governance statement 2015/16 Section 1 of the Annual Return’ for the external auditors

A VAT refund of £5679.00 had been received.

CP had completed a financial risk assessment for the Blessing of the Seas 2016.

**Minute 47 Adoption of Standing Orders**

Charter Trustees had all had received hard copies of the final draft of the standing orders which had been approved by the Working Group and were now being presented to the Charter Trustees prior to ratification at the AGM.

Trustees voted 8 to 4 to remove Section 2b.

The centre clause on item 20b to be removed and replaced with “if they are husband and wife, or living together or if there is any familial relationship to either partner”.

The inclusion of 27 (9) was accepted.

The standing orders, with amendments as discussed, were accepted for ratification.

**Minute 48** **Appointment to Committees**

1.**Cheque Signatories**

Town Mayor, Deputy Mayor, Cllr Mrs Iris Johnston, Cllr Mick Tomlinson

2. **Committees/Working Parties/Outside bodies**

**Association of Charter Towns:** The Mayor, Deputy Town Mayor as deputy.

3. **Executive Committee**

Town Mayor, Deputy Mayor, Cllr Mrs Iris Johnston and Cllr Mick Tomlinson

4. **HR Committee**

Cllrs Mrs Potts, Mrs Dellar, Mrs Game, Peter Evans and Mick Tomlinson

5**. MRIN**

Mrs Lodge-Pritchard has asked Carol Partington to join MRIN. Cllr Dixon proposed Cllr Dellar, seconded by Cllr Jaye-Jones.

Cllr Tomlinson proposed the situation regarding MRIN should be looked at and a report be made to the Charter Trustees in 3 months. Seconded by Cllr Ashbee

6. **Dr Peetes**

Cllr Mrs Rosamund Dixon and Cllr Emma Dawson

7**. Alan Squirrel Trust**

Cllr Mick Tomlinson

8. **Finance Committee**

Cllr Mrs Iris Johnston, Cllr Julie Dellar, and Cllr Rosamund Dixon

9. **Mayor’s Fund**

Cllr Wells proposed that a report on both the Mayor’s Fund and the Margate Relief in Need be produced for the next meeting for consideration by the Charter Trustees before any further decisions are made,

**Scheduled Dates of Meetings**

Monday 20th June 2016

Monday 5th September 2016

Monday 28th November 2016

Monday 16th January 2017 Precept

Monday 6th March 2017

Monday 10th April 2017

All appointments and dates passed nem con

**Minute 49** **Any Other Business**

Cllr Wells suggested an approach be made to Sarah Penghelli at Broadstairs regarding the process of becoming a Town Council.

IS read a letter written to TDC regarding the continued inaction of TDC in respect of the Old Town Hall. All Charter Trustees signed the letter with the exception of Cllr Wells.

There being no further business, the meeting ended at 8.45p.m.