

Minutes of the Annual Meeting of Faversham Town Council
20th May 2024, 7pm
The Guildhall, Faversham

Cllr T Martin	Present	Cllr Golding	Apology
Cllr Rowlands	Present	Cllr Jones	Present
Cllr Coniam	Present	Cllr B Martin	Present
Cllr Cook	Present	Cllr C Martin	Apology
Cllr Crayford	Present	Cllr Newman	Present
Cllr Eyre	Present	Cllr Perkin	Present
Cllr Gibson	Present	Cllr Saunders	Present

In Attendance:

Louise Bareham (Town Clerk)

Adrienne Begent (Deputy Town Clerk)

225. Apologies for Absence

Apologies received from Cllrs Golding and Cllr C Martin.

226. Declarations of Pecuniary and Non-Pecuniary Interests

Cllr B Martin (Payments)

227. Town Council Minutes

It was noted that the first public question/topic will be put on a future agenda as an item for discussion and decision.

It was proposed by Cllr Gibson, seconded by Cllr B Martin and on being out to the meeting, it was ***RESOLVED to accept the Town Council Minutes, held on the 11th April 2024, 13th May 2024 and 14th May 2024, with the following amendment;***

- ***Cllr Coniam was absent at the Extraordinary meeting held on the 14th May 2024.***

228. Heritage and Buildings Working Group

Cllr T Martin discussed the minutes and recommendations with the council. Cllr Crayford raised his concerns regarding the Dutchy of Cornwall and Prince of Wales and the two organisations being related.

It was proposed by Cllr T Martin, seconded by Cllr Cook and on being put to the meeting, it was ***RESOLVED to agree the following recommendations;***

- ***To appoint company A to carry out the Topographical Survey.***

- ***A working group with members from Faversham Town Council and the Faversham Society should be formed to review the accuracy of existing plaques and consider new ones.***

It was proposed by Cllr T Martin, seconded by Cllr Newman and on being put to the meeting, it was ***RESOLVED to accept the Minutes of the Heritage and Building Works Group dated 1st May 2024.*** **1 x AGAINST / 1 x ABST**

229. Active Travel Committee

Cllr Saunders made the council aware of the upcoming Active Travel month and wanted to promote its events. Cycling event, walking event, A talk from A Berendt on development in relation to Active Travel, Walks around the creek.

It was proposed by Cllr Rowlands, seconded by Cllr C Martin and on being out to the meeting, it was ***RESOLVED to accept the Minutes of the Active Travel Committee dated 2nd May 2024.***

230. Policy and Resources Committee

Cllr Cook discussed the minutes with the council. It was proposed by Cllr Cook, seconded by Cllr Eyre and on being put to the meeting, it was ***RESOLVED to accept the following recommendations:***

- ***Annual Action Plan 2024-2025***
- ***Residents Survey***

It was proposed by Cllr Cook, seconded by Cllr Gibson and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Policy and Resources Committee dated 29th April 2024.***

231. Environment Committee

Cllr Perkin gave an update. It was proposed by Cllr Perkin, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to accept the Minutes of the Environment Committee dated 8th May 2024.***

232. Appointment to Committees

Planning Committee

Full Council except Cllr B Martin, Cllr C Martin and Cllr Golding.

Policy and Resources Committee

It was proposed by Cllr Saunders, seconded by Cllr Crayford and on being put to the meeting, it was ***RESOLVED to nominate Cllr Crayford and Cllr Saunders.***
1 x ABST

It was proposed by Cllr B Martin, seconded by Cllr Jones and on being put to the meeting, it was **RESOLVED to nominate Cllr Rowlands, Cllr Cook, Cllr Eyre, Cllr Gibson and Cllr T Martin.** **1 x ABST**

Active Travel Committee

It was proposed by Cllr B Martin, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to nominate Cllr C Martin, Cllr B Martin, Cllr Gibson and Cllr Eyre.**

It was proposed by Cllr Crayford, seconded by Cllr Saunders and on being put to the meeting, it was **RESOLVED to nominate Cllr Saunders and Cllr Golding.** **1 x ABST**

Community Committee

It was proposed by Cllr Perkin, seconded by Cllr Gibson and on being put to the meeting it was **RESOLVED to nominate Cllr Jones, Cllr Perkin, Cllr Coniam, Cllr Cook and Cllr Rowlands.**

It was proposed by Cllr Saunders, seconded by Cllr Crayford and on being put to the meeting, it was **RESOLVED to nominate Cllr Golding and Cllr Saunders.**

It was proposed by Cllr B Martin, seconded by Cllr Newman and on being put to the meeting, it was **RESOLVED to nominate Cllr Newman.**

A discussion took place regarding there being 8 members nominated. It was suggested that a vote took place, as follows;

COUNCILLOR	FOR	AGAINST	ABST
Cllr Jones	11		
Cllr Perkin	11		
Cllr Rowlands	11		
Cllr Coniam	11		
Cllr Cook	10		1
Cllr Golding	7		4
Cllr Saunders	3	1	7
Cllr Newman	6		5

It was decided by the above votes that the following councillors are elected for the Community Committee for the forthcoming year;

- Cllr Jones, Cllr Perkin, Cllr Rowlands, Cllr Coniam, Cllr Cook, Cllr Golding and Cllr Newman.

Environment Committee

It was proposed by Cllr Coniam, seconded by Cllr Perkin and on being put to the meeting it was **RESOLVED to nominate Cllr C Martin, Cllr Eyre, Cllr Perkin, Cllr Coniam, Cllr Gibson and Cllr Cook**

It was proposed by Cllr Saunders, seconded by Cllr Crayford and on being put to the meeting, it was **RESOLVED to nominate Cllr Crayford and Cllr Golding.**

COUNCILLOR	FOR	AGAINST	ABST
Cllr C Martin	10		2
Cllr Eyre	10		2
Cllr Perkin	10		2
Cllr Coniam	10		2
Cllr Gibson	10		2
Cllr Cook	10		2
Cllr Golding	6		2
Cllr Crayford	3	3	6

It was decided by the above votes, that the following councillors are elected for the Environment Committee, for the forthcoming year;

- Cllr C Martin, Cllr Eyre, Cllr Perkin, Cllr Coniam, Cllr Gibson, Cllr Cook and Cllr Golding.

Heritage, Buildings and Creek Committee

It was proposed by Cllr T Martin, seconded by Jones and on being put to the meeting, it was **RESOLVED to nominate Cllr Cook, Cllr T Martin, Cllr Rowlands, Cllr Jones and Cllr Newman.**

It was proposed by Cllr Saunders, seconded by Cllr Crayford and on being put to the meeting, it was **RESOLVED to nominate Cllr Crayford.**

As the committee only had 6 members nominated, it was proposed by Cllr Rowlands to revise this in the future for an additional member to be added. All agreed.

Neighbourhood Plan Steering Group

It was proposed by Cllr B Martin, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to nominate Cllr Rowlands, Cllr Perkin, Cllr Gibson and Cllr Cook.**

It was proposed by Cllr Crayford, seconded by Cllr Saunders and on being put to the meeting, it was **RESOLVED to nominate Cllr Saunders.**

1 x ABST

LCWIP Advisory Group

Deferred to the Active Travel Committee.

Staffing Committee

It was proposed by Cllr B Martin, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to nominate Cllr Eyre, Cllr T Martin and Cllr C Martin.**

It was proposed by Cllr Saunders, seconded by Cllr T Martin and on being to the meeting, it was **RESOLVED to nominate Cllr Crayford.** **1 x ABST**

Complaints Committee

It was proposed by Cllr Crayford, seconded by Cllr Saunders and on being put to the meeting, it was **RESOLVED to nominate Cllr Saunders.**

It was proposed by Cllr Coniam, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to nominate Cllr B Martin, Cllr Perkin and Cllr Coniam.**

It was proposed by Cllr Rowlands, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to nominate Cllr Rowlands.**

Campaign Working Group

It was proposed by Cllr B Martin, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to nominate Cllr Gibson, Cllr Jones, Cllr Eyre and Cllr Newman.**

It was proposed by Cllr Saunders, seconded by Cllr Crayford and on being put to the meeting, it was **RESOLVED to nominate Cllr Crayford.**

A discussion was had regarding having 5 members for this committee.

It was proposed by Cllr Rowlands, seconded by Cllr Cook and on being put to the meeting, it was **RESOLVED to change the number of councillors standing for this committee to five to be Cllr Eyre, Gibson, Jones, Newman and Crayford.**

6 x For / 3 x Against / 3 x ABST

Community Transport Working Group

It was proposed by Cllr Crayford, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to nominate Cllr Saunders.**

It was proposed by Cllr Gibson, seconded by Cllr Cook and on being put to the meeting, it was **RESOLVED to nominate Cllr C Martin and Cllr B Martin.**

1 x ABST

The Council now elected the Chairs/ Vice Chairs for the Committee's and Working Groups.

It was proposed by Cllr Perkin, seconded by Cllr Coniam and being put to the meeting, it was **RESOLVED to elect Cllr Gibson as the Vice Chair for the Planning Committee.** **8 FOR / 4 ABST**

It was proposed by Cllr Cook, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to elect Cllr Eyre as the Chair for the Policy and Resources Committee.** **8 FOR / 4 ABST**

It was proposed by Cllr Perkin or Cllr Rowlands, to defer the Vice Chair elections to the individual committee/working group. **11 FOR / 1 x AGAINST**

It was proposed by Cllr Cook, seconded by Cllr B Martin and on being put to the meeting it was **RESOLVED to elect Cllr C Martin as the Chair for the Active Travel Committee.** **1 x ABST**

It was proposed by Cllr Perkin, seconded by Cllr Cook and on being put to the meeting, it was **RESOLVED to elect Cllr Coniam as the Chair for the Community Committee.** **3 x ABST**

It was proposed by Cllr Coniam, seconded by Cllr Eyre and on being put to the meeting, it was **RESOLVED to elect Cllr C Martin as the Chair of the Environment Committee.** **3 x ABST**

It was proposed by Cllr Gibson, seconded by Cllr Newman and on being put to the meeting, it was **RESOLVED to elect Cllr T Martin as the Chair of the Heritage, Buildings and Creek Committee.** **2 x ABST**

It was proposed by Cllr B Martin, seconded by Cllr Rowlands and on being put to the meeting, it was **RESOLVED to elect Cllr Perkin as the Chair of the Neighbourhood Plan Steering Group.** **3 x ABST**

Cllr Rowlands explained that the **Chair decision will be made by the LCWIP Advisory Group.**

Cllr Rowlands also stated that the **Mayor is formally elected as the Chair of the Staffing Committee**, so no vote is needed.

It was proposed by Cllr Coniam, seconded by Cllr Perkin and on being put to the meeting, it was **RESOLVED to elect Cllr B Martin as the Chair of the Complaints Committee.** **3 x ABST**

It was proposed by Cllr Eyre, seconded by Cllr Perkin and on being put to the meeting, it was **RESOLVED to elect Cllr Gibson as the Chair of the Campaign Working Group.** **3 x ABST**

It was proposed by Cllr T Martin, seconded by Cllr B Martin and on being put to the meeting, it was **RESOLVED to elect Cllr C Martin as the Chair of the Community Transport Working Group.** **1 x ABST**

233. Terms of Reference of Committees and Working Groups

It was proposed by Cllr Rowlands, seconded by Cllr Eyre and on being put to the meeting, it was **RESOLVED to agree the resolution 'The Council confirms**

Terms of Reference for committees and working groups be delegated to Standing Committees'.

234. Appointment of Representatives to Outside Bodies

It was proposed by Cllr Cook, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to appoint Cllr Perkin as the Representative for Age UK Committee.*** **3 x ABST**

It was proposed by Cllr Crayford, seconded by Cllr B Martin and on being put to the meeting, it was ***RESOLVED to appoint Cllr Saunders as the Representative for Alexander Centre Trust.*** **2 x ABST**

It was proposed by Cllr Perkin, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to appoint Cllr C Martin as the Representative for Cinque Ports Champion (4 YR POST).*** **1 x ABST**

It was proposed by Cllr Gibson, seconded by Cllr Cook and on being put to the meeting, it was ***RESOLVED to appoint Cllr Eyre as the Representative for Cinque Ports Standing Committee.***

It was proposed by Cllr Saunders, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to appoint Cllr Perkin as the Representative for Dementia Action Alliance.*** **1 x ABST**

It was proposed by Cllr Rowlands, seconded by Cllr Perkin and on being put to the meeting, it was ***RESOLVED to defer to the Environment Committee to decide who to appoint as a Representative for Faversham In Bloom.***

It was proposed by Cllr Cook, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to appoint Cllr Eyre as the Representative for Faversham Swimming Pool.*** **1 x ABST**

It was proposed by Cllr Saunders, seconded by Cllr B Martin and on being put to the meeting, it was ***RESOLVED to appoint Cllr Saunders as the Representative for KALC Swale Area Committee.***

It was proposed by Cllr T Martin, seconded by Cllr Saunders and on being put to the meeting, it was ***RESOLVED to appoint Cllr Crayford as the Representative for West Faversham Community Association.*** **1 x ABST**

It was proposed by Cllr Perkin, seconded by Cllr Gibson and on being put to the meeting, it was ***RESOLVED to appoint Cllr Perkin as the Representative for Green Grid Forum.***

It was proposed by Cllr T Martin, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to appoint Cllr Rowlands as the Representative for Town Twinning Group.**

It was proposed by Cllr Perkin, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to defer to the Environment Committee to decide who to appoint as a Representative for Plastic Free Faversham.**

It was proposed by Cllr Gibson seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to defer to the Community Committee to decide who to appoint as a Representative for Oare Gunpowder Works**

1 x ABST

It was proposed by Cllr B Martin, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to appoint Cllr Gibson as Representative for Faversham Assistance (FACE).**

It was proposed by Cllr T Martin, seconded by Cllr Perkin and on being put to the meeting, it was **RESOLVED to appoint Cllr Rowlands as the Representative for Faversham Umbrella.**

It was proposed by Cllr Gibson, seconded by Cllr Coniam and on being put to the meeting, it was **RESOLVED to appoint Cllr T Martin as the Representative for Heritage Harbour.**

It was proposed by Cllr Gibson, seconded by Cllr Cook and on being put to the meeting, it was **RESOLVED to appoint Cllr Rowlands as the Representative for Swale Eastern Area Committee.**

235. Bank Signatories

It was noted that the signatories for all bank accounts, has been reviewed by the Council and approved.

236. Standing Orders

It was proposed by Cllr Gibson, seconded by Cllr T Martin and on being put to the meeting, it was **RESOLVED to agree the resolution to 'delegate the reviewing of Standing Orders to the Policy and Resources Committee'.**

237. Financial Regulations

It was proposed by Cllr Rowlands, seconded by Cllr Gibson and on being put to the meeting, it was **RESOLVED to agree the resolution to 'delegate the**

reviewing of the Financial Regulations to the Policy and Resources Committee’.

238. Magna Carta Insurance

It was proposed by Cllr Gibson, seconded by Cllr Cook and on being put to the meeting, it was ***RESOLVED to approve the insurance renewal of Magna Carta.*** **1 x ABST**

239. Insurance

It was proposed by Cllr B Martin, seconded by Cllr Eyre and on being put to the meeting, it was ***RESOLVED to agree the resolution ‘The Council confirms that arrangements for insurance cover in respect of all insurable risks is in place for the Civic Year 2024-2025’.*** **1 x ABST**

240. Civic Robes

Cllr Cook proposed the following motion *‘Councillors will not wear robes for meetings other than specific ceremonial duties such as the Mayor Making, but this will not include quarterly meetings of the Town Council at the Guildhall.*

A motion amendment was requested by Cllr Gibson.

It was proposed by Cllr Gibson, seconded by Cllr Perkin and on being put to the meeting, it was ***RESOLVED to accept the following motion amendment. ‘The Council agrees that councillors will wear robes only at ceremonial Town Council events, not including quarterly council meetings, at the discretion of the Mayor. The approach around wearing hats will be reviewed by the Policy and Resources Committee’.*** **1 x ABST**

241. Receipts and Payments

It was proposed by Cllr T Martin, seconded by Cllr Eyres and on being put to the meeting, it was ***RESOLVED to agree receipts and payments for May 2024.*** **2 x ABST**

The meeting concluded at 21.10