



Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR,  
Tel: 07887491569 E-mail: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)

To all Councillors: You are hereby summoned to attend a meeting of Full Council via Microsoft Teams on Tuesday 20 April 2021 at 7.15pm to transact the business shown on the agenda below.

To the press and public: Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Monday 19 April the Communications Officer Joanne Harper via the contact details above.

To listen to this meeting please contact the Communications Officer Joanne Harper, via the contact details above before 12 noon on Tuesday 20 April 2021.

Paul Bone – Deputy Town Clerk  
Date: 14/04/2021

**AGENDA**

1	<b>Chairman's opening remarks and apologies for absence:</b>	Chairman
2	<b>Declarations of interest:</b> To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
3	<b>The minutes of the extra ordinary full Council meeting held on 30 March 2021 for approval:</b> Decision required	Attach. 2
4	<b>Statements received from members of the public on items relating to the agenda to be read out by the Deputy Town Clerk (maximum 15 minutes):</b> For councillor information	Town Clerk
5	<b>Meeting Schedule 2021-22</b> – Decision required	Attach. 3
6	<b>Review of Outside Bodies</b> – Decision required	Attach. 4
7	<b>Review of Committee Terms of Reference</b> – Decisions required	Attach. 5
8	<b>Annual Meeting of the Council –</b> (i) voting on appointments procedure – Decision required (ii) Committee membership procedure– Decision required	Attach. 6 Attach. 7
9	<b>Annual Town Meeting</b> – Decision required	Attach. 8
10	<b>Committee Reports:</b> Information to note - The minutes of the Planning Committee meeting held on 1 March 2021.	Attach. 9
11	<b>KCC Cycle Training</b> – Decision required	Attach. 10
12	<b>Deal Walkers are welcome</b> – Decisions required	Attach. 11
13	<b>Social Supermarket development</b> – Decision required	Attach. 12
14	<b>Covid Information Officer update report</b> - Information to note	Attach. 13
15	<b>Saturday Market Officer update report</b> - Information to note	Attach. 14
16	<b>Cinque Ports Face Masks</b> – Decision required	Attach. 15
	<b>Date of next Full Council meeting: 5 May 2021 (Annual meeting of the Council)</b>	

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

**Deal Town Council**  
 Town Hall, High Street, Deal, Kent. CT14 6TR.  
 Tel: 01304 361999 E-mail: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)

**The minutes of the Full Council meeting  
 held on Tuesday 30<sup>th</sup> March 2021 starting at 7.15pm**

**Present:**

Cllr E Rowbotham – Chairman	Cllr D Cronk - Vice Chairman
Cllr A Stroud	Cllr S Beer
Cllr T Bond	Cllr C Turner
Cllr S Carlyle	Cllr B Bano
Cllr M Eddy	Cllr T Thompson
Cllr O Richardson	Cllr C Oliver
Cllr A Friend	

**Officers:**

Deputy Town Clerk: Paul Bone  
 Communications Officer: Joanne Harper  
 Mayor's secretary: Una Finch

**Others:** 0 members of the public

		<b>Actions</b>
1.	<b>Chairman's opening remarks and apologies for absence:</b> The Chairman welcomed everyone to the meeting and advised of the procedures. Apologies had been received from Cllr A Farrington. The chairman held a minute's silence for Sarah Everard and other women murdered on our streets. The Chairman said she was looking forward to the Town Clerk returning to work and that she was sorry that Lee Kettlewell had resigned, and thanked him for all he had done in the 2 years with this Council.	
2.	<b>Declarations of interest:</b> None received.	
3.	<b>The minutes of the extra ordinary Full Council meeting held on 10 March 2021 for approval:</b> Members RESOLVED: To accept the minutes of the extra ordinary Full Council meeting held on the 10 March 2021 as a true and accurate record. (P) DC (S) AF 11 for 2 abstentions motion carried.	
4.	<b>Statements received from members of the public on items relating to the agenda to be read out by the Deputy Town Clerk:</b> No statements had been received.	
5.	<b>Saturday Market Report:</b> Members RESOLVED: to source a suite of logos in different scales created by a commercial designer and delegate authority to the Town Clerk for the final approval and to thank Christopher Hobbs-East for his work on the market and that the Mayor write a letter of congratulations to the 2 young people who received Highly Commended in the Young Market Champion category of the Retail Markets Industry Market Hero Awards 2021. (P) SB (S) SC 8 for 4 against 1 abstention motion carried.	Town Clerk  Mayor
6.	<b>Recommendations from Cllr Eddy on Triangular Space at Freemens Way:</b> Following discussions Members RESOLVED: 1. That this Council uses its powers under the Localism Act 2011 to propose the triangle of land at Freemens Way for inclusion on Dover District Council's Register of Assets of Community Value in order to further safeguard this important open space in the Mill Hill ward. 2. That this Council sees the triangle at Freemens Way as being one of its top priorities for designation as Open Space (P) ME (S) TB 8 for 4 against motion carried. Cllr Friend left the meeting 8pm.	Town Clerk

7.	<b>Annual Report 2020-21:</b> Members RESOLVED: to delegate authority to the Town Clerk in liaison with the RFO and Chairman of the Council the final decision on the content of the Annual Report for 2020/21 having sent out the final draft to Councillors for comment (P) DC (S) SC 7 for 5 against motion carried.	Town Clerk R.F.O. Chairman of the Council
8.	<b>Deal Town Council Covid Officer Report:</b> Members RESOLVED: to note the report (P) ME (S) CT All agreed.	
9.	<b>Correspondence Update:</b> Members RESOLVED: to note the report and to seek authority to publish the correspondence from the CCG. (P) SB (S) DC 11 for 1 abstention	Town Clerk
10.	<b>Committee Reports:</b> (a) The minutes of the Planning Committee meeting held on 7 December 2020 (b) The minutes of the Planning Committee meeting held on 11 January 2021 (c) The minutes of the Planning Committee meeting held on 1 February 2021 (d) The minutes of the Transport & Infrastructure Committee meeting held on 16 December 2020 (e) The minutes of the Finance & General Purposes Committee meeting held on 9 December 2020 (f) The minutes of the Finance & General Purposes Committee meeting held on 19 January 2021 (g) The minutes of the Environment Committee meeting held on 16 November 2020 (h) The minutes of the Environment Committee meeting held on 25 January 2021 (i) The minutes of the Environment Committee meeting held on 15 February 2021 Members RESOLVED: to note the Committee reports (P)DC (S) SC All agreed.	
11.	<b>Report on DTC Carbon Zero initiatives:</b> Members RESOLVED: to move to note the report (P) DC (S) CT All agreed	
12.	<b>Remote meetings:</b> i) <b>Annual meeting of the Council:</b> Members RESOLVED: to hold the remote meeting for the Annual Meeting of the Council on Wednesday 5 <sup>th</sup> May unless the Judicial Review permits the Council to have it on the original scheduled date of 25 <sup>th</sup> May (P) SB (S) DC All agreed. ii) <b>Delegated powers: Members RESOLVED:</b> to amend the third point in section 4.1 of the Financial Regulations for Deal Town Council to read: • <i>the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below [£500] normally or [£5,000] when acting under delegated authority to act on behalf of the Council in an emergency situation.</i> And to Amend the limit in 4.5 from £500 to £2,000 (P) DC (S) SB All agreed	Town Clerk  R.F.O.  R.F.O.
13.	<b>iTree training:</b> Members RESOLVED: to accept the quotation from Treeconomics with funding coming from the Environment Fund (Current balance £46,000) and to proceed with contacting Interested stakeholders, including Neighbouring Parish Councils about willingness to attend a training session on iTree Eco and the potential for collaborating with a mapping project with a minimum of 8 learners attending. (P) CO (S) SC All agreed.	Committee Clerk/ R.F.O.
14.	<b>Deal Land Train:</b> Members RESOLVED: The Town Clerk issue a letter of support in principle, only recommending route 1 and regret that DTC do not have a scheme to financially support local business (P) SB (S) OR All agreed. Cllr Bano left the meeting at 9pm	Town Clerk

15.	<b>Cinque Ports Speaker:</b> Members RESOLVED: Deal Town Council write to the Joint Solicitors to agree that Rye retains the office of Cinque Port Speaker until 21 May 2022 (P) DC (S) ME All agreed.	Deputy Town Clerk
16.	<b>Mayor's Charity:</b> <i>The Mayor advised, although not declaring an official interest, she would not take part in the voting.</i> Following discussion Members RESOLVED: to transfer the unpaid balance of the Mayoral expenses account as of 31 <sup>st</sup> March to the Mayor's Charity Account for distribution in the usual manor and the charities be requested to write to the council to say what they spent it on. (P) DC (S) TT All agreed.	R.F.O. Mayor
17.	<b>Safer Streets for Women:</b> Members RESOLVED: DTC to set up a meeting with representatives of the group RECLAIM THESE STREETS Deal to discuss ways the council could support them in identifying issues. This may lead to setting up forums and creating a shared campaign on the issues, should council decide to take this forward. (P) SC (S) CT All agreed. Cllr Carlyle left the meeting at 9.45pm	Communications Officer
18.	<b>Temporary High Street Closure:</b> Members RESOLVED: That the Temporary Saturday High Street closures remain in place on Saturdays until at least 21 <sup>st</sup> June and come back to Full Council after this date to extend this period if necessary. (P) TB (S) AS All agreed.	Town Clerk
19.	<b>Finance:</b> Members RESOLVED (a) To note the list of payments made between 1 January 2021 to 31 January 2021 including list of payments exceeding £500. (b) To note the list of payments made between 1 February 2021 to 28 February 2021 including list of payments exceeding £500. (c) To accept the recommendation from F&GP that any application for use of any of the following budgets or earmarked reserves by a Committee, Councillor or third-party is submitted to Full Council with a full costing proposal for approval. <ul style="list-style-type: none"> <li>• Capital Fund (£26,189)</li> <li>• Environment Fund (was Special Projects fund) (£46,000)</li> <li>• T&amp;I Fund (£30,000)</li> <li>• Food Poverty Fund (£20,000)</li> </ul> (P) DC (S) CT All agreed.	R.F.O.
20.	<b>Risk Management Schedule:</b> Members RESOLVED: to accept the Risk Management Schedule 2021 – 22 (P) SB (S) CT All agreed. Cllr C Oliver proposed that item 22 KALC Recommendation be moved to the public section. (P) CO (S) ME All agreed	
22.	<b>KALC Recommendation:</b> Members RESOLVED: DTC retain the recordings from the remote meetings held so far and work to develop a retention policy and schedule for the future (P) CO (S) SB All agreed.	Town Clerk/ Deputy Town Clerk
	<b>Resolution to suspend standing orders and to exclude the public:</b> Members RESOLVED: to suspend standing orders and to extend the meeting finish time by an additional 15 minutes and to exclude the public on the grounds that the information to be discussed is of a confidential nature taken at 10.13pm. (P) DC (S) TT All agreed.	
21.	<b>Freedom of information request update:</b> Members RESOLVED: to note the information (P) DC (S) TT All agreed. The chairman closed the meeting at 10.19pm	
	<b>Date of next meeting – Tuesday 20 April 2021</b>	

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 13 April 2021  
**Subject:** Meeting Schedule 2021-2022

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Please find attached the draft meeting schedule for 2021-22.

It is anticipated that all meetings on the schedule will be held at the Town Hall and will be subject to whatever social distancing guidelines are in place at the time of the meeting.

**Recommendation**

- Members are asked to review, agree, and adopt the draft meeting schedule for 2021-22.

**Decision Required**

Members to consider the above recommendation.

# DEAL TOWN COUNCIL MEETINGS SCHEDULE 2021 - 2022

## All meetings are held at Deal Town Hall High Street, Deal. CT14 6TR

	2021												2022		
Council Meeting	June	July	August	September	October	November	December	January	February	March	April	May			
Planning		Mon 5th 7:15pm	Mon 9th 7:15pm	Tue 14th 7:15pm	Mon 4th 7:15pm	Mon 1st 7:15pm	Mon 6th 7:15pm	Mon 10th 7:15pm	Mon 7th 7:15pm	Mon 7th 7:15pm	Mon 4th 7:15pm	Tue 3rd 7:15pm			
Transport & Infrastructure		Wed 14th 7:15pm		Wed 15th 7:15pm		Wed 17th 7:15pm		Wed 12th 7:15pm		Wed 16th 7:15pm		Wed 11th 7:15pm			
Environment	Wed 23rd 7:15pm		Mon 16th 7:15pm		Mon 18th 7:15pm		Wed 15th 7:15pm		Mon 14th 7:15pm		Mon 11th 7:15pm				
Finance & General Purposes		Tue 20th 7:15pm		Tue 21st 7:15pm		Tue 23rd 7:15pm		Tue 18th 7:15pm		Tue 22nd 7:15pm		Tue 17th 7:15pm			
Full Council	Tue 29th 7:15pm	Tue 27th 7:15pm		Tue 28th 7:15pm	Tue 26th 7:15pm	Tue 30th 7:15pm		Tue 25th 7:15pm	Tue 22nd 7:15pm	Tue 29th 7:15pm	Tue 19th 7:15pm	**AMC Tue 24th 7:15pm			
Other											*ATM Tue 26th 7:15pm				

\*ATM = Annual Town Meeting - Tue 26th April @ 7:15pm

\*\*AMC = Annual meeting of the council including Chairman election - Tue 24th May @ 7:15pm

NO MEETINGS

Agendas are available from: Town Hall, High Street, Deal, Kent CT14 6TR  
or you can download from the council website

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Website: [www.deal.gov.uk](http://www.deal.gov.uk)

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 13 April 2021  
**Subject:** Review of Outside Body Organisations

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Please find attached the current outside body Organisations with representation from Deal Town Council.

**Recommendation**

- Members are asked to review and consider if any organisations are to be added or removed from the list.

**Decision Required**

Members to consider the above recommendation.



## OUTSIDE BODIES INFORMATION

### DEAL & ST OMER TWINNING ASSOCIATION

The Society is responsible for organising the continuance of the twinning contacts between the towns of Deal and Saint-Omer in northern France. Family exchanges are held annually, alternating between Deal and Saint-Omer, also to act as a liaison between other groups and their counterparts in St Omer and area. Several social events are held throughout the year for members and their friends to assist with fund raising. Functions are normally held in Deal Town Hall on the evening of the third Wednesday of the month.

### DOVER DISTRICT CYCLE FORUM

A forum for all kinds of cyclists in Deal, Sandwich, Dover and District. Campaigning for better bike security, new cycle routes, 20s Plenty and sharing ideas.

### NORTH DEAL COMMUNITY PARTNERSHIP

A group of individuals living and working in North Deal, who have come together to help regenerate the area. In 2006 they started a Company Limited by Guarantee (The North Deal Community Company) to set up and run projects to improve the quality of life in North Deal. This is now a Registered Charity.

The target groups are older people, young people, the unemployed and those experiencing deprivation. The NDCC Ltd is working to support these and the wider population of North Deal by running projects which address proven needs. The projects vary from year to year.

They hold Board Meetings every quarter and hold the AGM at the Golf Road Centre.

### CHAMBER OF TRADE LIASON

The Chamber usually meets on the 3rd Monday of each month to discuss issues facing local businesses. It takes responsibility for putting up the town's Christmas lights each year, the fundraising for this is through an Auction which also pays for the switch on ceremony and the music and celebrations throughout the year. In the summer, the Stranger in the Window has been a great success.

### DEAL FESTIVAL OF MUSIC AND THE ARTS

For forty years has been bringing the best in arts and culture to the area and in that time has welcomed many of the world's greatest artists. Over those years, it has evolved from a summer festival to a year-round organisation that maintains the vibrant festival and supports a series of education programmes. Events are performed in a range of locations, from historic castles and gardens to art galleries, from theatres to ancient churches. A series of music and arts education programmes that support around a third of the schools in our area and contribute to the social, economic and cultural regeneration in East Kent.

## WHITE CLIFFS COUNTY FORUM ASSOCIATION

The Association brings together tourism providers across the area, from guest house owners to attraction providers. It gives members a combined and powerful voice on tourism issues as well as helping to highlight local attractions to visitors to the region.

## DOVER JOINT TRANSPORTATION BOARD

The Board will consider traffic regulation orders, street management proposals and will provide advice on these matters to the relevant Executive as appropriate. Will be a forum for consultation between KCC and the Council on policies, plans and strategies related to highways, road traffic and public transport. Recommend and advise on the prioritisation of bids for future programmes of work and receive reports on highways and transportation needs within the district.

## DEAL AND WALMER NEIGHBOURHOOD FORUM

Kent County Council in partnership with Dover District Council and the town and parish councils has set up five Dover District Neighbourhood Forums that are working together to give the community a greater influence over local services and the quality of life in the community. Local councillors and officers from the county, district and parish/town councils are involved in the meetings to hear concerns. The residents of the area are invited to attend the forum to air issues affecting their lives where they live.

## DEAL MEMORIAL BANDSTAND TRUST

Deal Memorial Bandstand is a living memorial to the 11 Royal Marine Musicians who were killed by a terrorist bomb on 22<sup>nd</sup> September 1989. The Trust arrange the visit of the Royal Marines Band in July, various weekly band concerts during the summer and Christmas carols at the bandstand. They also look after the Memorial Garden in Canada Road.

## ASTOR THEATRE LIASON

The Astor is a unique, multi-purpose arts centre offering an eclectic mix of music, theatre, literary events, art exhibitions and films, as well as a range of classes and workshops which cater to all ages and tastes.

## DEAL CENTRE FOR THE RETIRED LIASON COMMITTEE (AGE UK)

The Deal Centre (Age Concern Deal Centre for the Retired Ltd) (Age UK) is a registered charity offering social opportunities for people aged over 50 and volunteers. It is a one-stop shop that offers services, activities, information and support to promote active ageing in an age-friendly environment.

## CITIZENS ADVICE BUREAU

An independent charity where the public can obtain free, confidential information and advice on an extensive range of civil, consumer and legal matters. So, people can be given the knowledge and confidence they need to find their way forward, whoever they are and whatever their problem.

## DEAL WITH IT

'Deal With It' is a community group active in trying to minimise impact on the environment and tackle climate change in the Deal area. This group of enthusiastic and committed local people share common values and aims with the Transition Initiatives movement, which was created to address the challenges of climate change and peak oil.

## DEAL TOWN FAIRTRADE NETWORK

Deal is a Fairtrade town a community with set goals, who are working to increase levels of understanding and sale of Fairtrade products as a means of highlighting the commitment of a community to the Fairtrade movement. Whose mission is to connect disadvantaged farmers and workers with consumers, promote Fairtrade conditions and empower farmers and worker to combat poverty, strengthen their position and take more control over their lives.

## KALC AREA COMMITTEE MEETINGS

Established in 1947, the National Association of Local Councils (NALC) is a membership organisation and the only national body representing the interests of local (parish and town) councils. NALC works in partnership with county associations to support, promote and improve local councils. The Kent Association is a not-for-profit membership organisation serving member Parish, Town and Community Councils and Parish Meetings in Kent and Medway. Local Councils have a key role to play in shaping their localities and it is increasingly important that Councillors and Clerks are better informed and are provided with the tools and knowledge to help them undertake their roles as efficiently and effectively as they can.

## SOUTHEASTERN RAILWAY STAKEHOLDER MEETINGS

To set out how we will engage, communicate and involve passengers and stakeholders in the development of Southeasterns services and how we will improve levels of passenger satisfaction. The objectives of this strategy are: To set out our commitment to use quality management processes. To set out how we will work with passengers, stakeholders and other external bodies. To raise awareness of our efforts to improve service delivery by constructive two-way dialogue with passengers and communities.

## COASTAL COMMUNITY FUND MEETINGS

CCF encourages the economic development of UK coastal communities by giving funding to create sustainable economic growth and jobs. The UK government announced in 2015 that the CCF would be extended to 2021. Round 5 of the funding streams is now underway and will see an additional £40m invested into England's coastal communities, with 42 successful grant awards.

## CONFEDERATION OF THE CINQUE PORTS PROMOTION WORKING GROUP

The confederation and its member towns have faced many threats over the 1000 years since the Ports first came together. Some were the result of hostile action, most recently during the Second World War. Today the Ports are again in the "front line", facing a new threat and the Confederation, at a meeting on 20 November 2019, unanimously approved the following resolution:

*"The Confederation of the Cinque Ports recognises that we are facing a climate and ecological emergency and urges all members, the Ports, Ancient Towns and Limbs, now to commit resources and align policies to address this, setting a target date of carbon neutrality from their activities and monitoring progress annually."*

## THE SPEAKING UP GROUP

Has a broad range of Peer Support activities and services to offer to the many individuals with personal experience of mental ill health in our area. The organisation works to support, inform and develop and is delivered by people who have a real understanding of what it is like to live with mental distress.

## EAST KENT NETWORK OF SANCTUARY

A networking group working with refugees and asylum seekers in East Kent. There are many asylum-seeking young people who have arrived in the UK under 18 living in Kent. Several local organisations work to support these young people in our area most notably Kent Refugee Action Network (KRAN). There are also an increasing number of Syrian Refugees being resettled into the area. Sanctuary is seen as a broad concept and is interested in making sure that our area is a place of sanctuary for all marginalised group including refugees, asylum seekers, other migrants, homeless people and victims of abuse.

## EAST KENT CLIMATE ACTION

This Community Group based in Deal is helping to raise awareness and inspire action against climate change.

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 14 April 2021  
**Subject:** Committee Terms of Reference

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Please find attached the terms of reference for Committees, these have all been reviewed and include recommendations from the current chairs of those committees and the Clerk to the committee.

Changes have been highlighted in ***bold italics*** text except for the Environment Committee that is a total re-write.

**Recommendations**

- a) Members are asked to review and agree the Terms of Reference for the Planning Committee.
- b) Members are asked to review and agree the Terms of Reference for the Finance & General Purposes Committee.
- c) Members are asked to review and agree the Terms of Reference for the Transport & Infrastructure Committee.
- d) Members are asked to review and agree the Terms of Reference for the Environment Committee.

**Decisions Required**

Members to consider the above recommendations.

## PLANNING COMMITTEE TERMS OF REFERENCE

- 1 Making representations to the Local Planning Authority on applications for planning permission i.e. to recommend support, no objection or refusal of an application – if refusal, reasons will also be given.
- 2 Making representations in respect of appeals against the refusal of planning permission.
- 3 Making representations in respect of enforcement action or breaches of planning regulations.
- 4 Making representations regarding street naming.
- 5 Considering and monitoring any development plans relating to the town and making appropriate representations.
- 6 Making representations to the appropriate Planning Authority in respect of all other planning matters not referred to above.
- 7 Making representations on all Public Entertainment Licence applications to Dover District Council, as notified by it.
- 8 Making representations and attending at the Court proceedings (where necessary) on all applications for Justices/Transfer of Justices Licences to the Magistrates when notified of such applications.
- 9 Making representations to the appropriate authority in respect of highway issues related to planning applications and road traffic orders.
- 10 Making representations to the appropriate authority in respect of the provision and maintenance of litter bins, street cleaning, waste recycling and other related initiatives.
- 11 Making representations to the appropriate authority in relation to the provision and maintenance of all street furniture within the town.
- 12 If appropriate, recommending to the Finance & General Purposes Committee revenue or capital expenditure over and above Council's approved budget.
- 13 All other matters which are the responsibility of third party agencies and affect directly the town's built environment and infrastructure.
- 14 Should a meeting of the planning committee be inquorate, or an extension for a response cannot be secured, the Planning Clerk and the Town Clerk are both authorised to respond to planning applications on the council's behalf after consultation with the Chairman and Vice Chairman of the Planning committee when possible.
- 15 ***Protect, conserve and enhance Deal's built environment and distinctive heritage by ensuring that any development is sustainable, with sufficient infrastructure to support it and that all development meets the highest environmental standards.***

## **TERMS OF REFERENCE**

### **FINANCE & GENERAL PURPOSES COMMITTEE**

1. Receiving statements of income and expenditure; monitoring revenue and capital budgets; receiving details of urgent expenditure incurred by the Clerk under Financial Regulation 4.1; incurring revenue expenditure over and above Council's approved budget up to £500 per item; recommending capital expenditure over the Council's approved budget; recommending revenue expenditure in excess of £500 over the Council's approved budget.
2. Considering and approving items of expenditure between £500 and £25,000 that are within the Council's approved budget.
3. Considering and recommending for approval the Councils' annual revenue and capital budgets and precept.
4. Reporting the need for and, if necessary, recommending the taking out of loans. Considering and recommending for approval the end of year Accounts and Annual Return.
5. Consideration of recommendations for the payment of Grants from the Grants Sub Committee in accordance with the Grants Policy.
6. Review of Financial Risk Assessment
7. Review of Internal Audit Control procedures
8. Dealing with matters specifically referred by Council or any other Standing Committee, and with all matters not specifically delegated to any other Standing Committee
9. Review the maintenance and security of artefacts held at the Town Hall

## **Transport and Infrastructure Committee**

**Aim:** To enable wherever practicable the environment and transport infrastructure and services of the town meet the needs of the citizens.

**Status:** The Transport & Infrastructure Committee shall be a Standing Committee of Deal Town Council appointed at the Annual Meeting of the Council. As such it is autonomous; its decisions do not require ratification by Council unless a matter is specifically referred up. It is subject to the same general rules of conduct in relation to meetings as set out in the Council's Standing Orders.

**Membership:** The Committee shall consist of elected Members of Deal Town Council. Its quorum shall be 3.

**Co-options:** Co-opted members shall be representatives of organisations and individuals who in the opinion of the Committee shall enhance the effectiveness and representation of the Committee. The Committee will submit co-option recommendations to Full Council for decision. Co-opted members shall not have voting rights.

**Meetings:** Meetings of the Committee shall normally take place at least six times a year. The time, date and place of meetings shall be determined by the Council at the Annual Council Meeting, or otherwise by the Council.

### **Objectives:**

To consider evidence and representations on highways and transport issues relating to the Deal Town Council area.

To make representations to the District and County Councils on Highways and Transportation related consultations and to encourage public participation in this process.

Facilitate to ensure that the relevant delivery bodies provide a good quality, affordable public transport service which takes into account the needs and expectations of its residents and the town's employees and businesses.

To promote any public consultation and exhibitions relating to major schemes across the Deal area.

To encourage public transport representatives to make regular representations to the Committee to update on the local position and proposed changes to service provision.

Be active in the preparation of transport Plans by other authorities.

To make recommendations to the Highways and other Transport Agencies regarding the improvement and co-ordination of all forms of Transport systems serving the Town.

Regularly monitor the Transport infrastructure and services through public consultation and member observation. Pursue problems and suggestions with the District and County Councils, and any other authorities, until they are resolved.

Regularly monitor the environment issues through public consultation and member observation.

Pursue problems and suggestions with the District County Councils, any other authorities, until they are resolved.

***Continue to develop safe walking and cycle and mobility scooter routes and to promote cycling, scooting and walking around the town, for health as well as the positive environmental benefits.***



## Terms of Reference

### **NAME: The Environment Committee**

**Aim:** Deal Town Council recognises that we face an unprecedented climate and environmental emergency and have committed to becoming a net zero carbon emitter in our own operations by 2025. We will use our power and influence to protect and improve the environment and encourage and support others to do the same, in addition to fulfilling our statutory environmental responsibilities and complying with all legal and other requirements. We are committed to transforming Deal into a cleaner, greener and a healthier and more active town.

**Status:** The Environment Committee shall be a Standing Committee of Deal Town Council appointed at the Annual Meeting of the Council. As such it is autonomous; its decisions do not require ratification by Council unless a matter is specifically referred up. It is subject to the same general rules of conduct in relation to meetings as set out in the Council's Standing Orders.

**Membership:** The Committee shall consist of elected Members of Deal Town Council. Its quorum shall be 3.

**Co-options:** Co-opted members shall be representatives of organisations and individuals who in the opinion of the Committee shall enhance the effectiveness and representation of the Committee. The Committee will submit co-option recommendations to Full Council for decision. Co-opted members shall not have voting rights.

**Meetings:** Meetings of the Committee shall normally take place at least six times a year. The time, date and place of meetings shall be determined by the Council at the Annual Council Meeting, or otherwise by the Council.

**Budget:** A budget has been allocated in the Council Budget to Environmental Projects. In line with our financial regulations, expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget:

- The council for all items over [£5,000]
- A duly delegated committee of the council for items over [£500] or
- The Town Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below [£500] normally or [£5,000] when acting under delegated authority to act on behalf of the Council in an emergency situation.

### **Objectives:**

- Promote environmental awareness within the community and work with the local community in partnerships to achieve environmental change.
- Reduce the consumption of energy and water across all of our activities.
- Minimise the impact of our travel by developing sustainable travel solutions both in our own operations and for the benefit of the people of Deal, in collaboration with other stakeholders.
- Continue to improve our performance to prevent all types of pollution and reduce CO2 and other harmful emissions from our activities.
- Work to improve the health and wellbeing of the people of Deal through the provision of information and the promotion of home energy efficiency measures, to keep people warm and well, in addition to reducing carbon emissions.

- Work closely with our suppliers and contractors to reduce the social and environmental impact of goods and services by considering such issues as carbon footprint, single use plastics, and fair trade goods.
- Use products and materials such as paper efficiently and specify goods that, wherever possible, have a minimal environmental impact in the extraction or sourcing of materials, manufacture, use and disposal.
- Minimise the production of waste from our own activities and adhere to the principles of the waste hierarchy - reducing, reusing, recycling, or composting wherever possible.
- Encourage and support installation and use of renewable energy, battery storage and low carbon technologies in the town.
- Protect, conserve and enhance Deal's natural environment and its biodiversity whilst improving our open spaces, public rights of ways and green corridors.

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members

**From:** Mr P Bone – Deputy Town Clerk

**Date:** 12 April 2021

**Subject:** Voting on appointments for remote meetings

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Due to the current covid restrictions, this year, the Annual Meeting of the Council will be held via a remote 'Teams' meeting.

To ensure that the voting on appointments can run smoothly in a remote meeting environment, a draft procedure has been set out for members to consider.

Please see below the appropriate section from Deal Town Council's procedural Standing Orders:

**VOTING ON APPOINTMENTS**

- 9 a) *Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the Chairman of the meeting.*

**Draft Procedure for Voting on appointments in remote meetings**

Please see below draft.

**Voting on appointments procedure for remote meetings:**

- Call for nominations for the post of ..... –

The Chair of the meeting will ask for nominations by asking Cllrs to unmute their microphone to indicate that they wish to speak.

The communications officer will read out a list of those Cllrs who wish to speak in the order that they are recorded by him/her.

The Chair of the meeting will ask each of these Cllrs in turn who they are nominating.  
(can be themselves)

No seconder will be required.

**If there is only one nomination:**

The chair will then go through the roll call asking each Cllr in turn if they are voting for the appointment, against or abstaining.

**If there is more than one nomination:**

The chair will then go through the roll call asking each Cllr in turn who they are voting for or if they are abstaining from voting.

Bacs

The R.F.O. will record the vote from each Cllr and then read out the result.

If there is a tie, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person.

A tie in votes (after this process has been exhausted) may be settled by the casting vote exercisable by the Chairman of the meeting.

**Recommendation**

Members to consider the above draft procedure for voting on appointments in remote meetings.

**Decision Required**

Members to agree a procedure that will be used for voting on appointments at the Annual Meeting of the Council in May 2021.

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 12 April 2021  
**Subject:** Committee & Panel membership for remote meetings

Due to the current covid restrictions, this year, the Annual Meeting of the Council will be held via a remote 'Teams' meeting.

To ensure that the voting on Committee Membership can run smoothly in a remote meeting environment, a draft procedure has been set out for members to consider.

**Draft Procedure for Committee & Panel Membership in remote meetings**

Please see below draft.

**Committee & Panel Membership procedure for remote meetings:**

- Call for Cllrs to be members of the .....Committee –

The Chair of the meeting will ask Cllrs to unmute their microphone to indicate that they wish to be included on the committee membership.

The R.F.O. will read out a list of those Cllrs who indicated they wish to become members.

The Chair of the meeting will then ask if any Cllrs that have not been named wanted to be included or to nominate members who are not present at the meeting by unmuting their microphones.

The communications officer will read out a list of those Cllrs who wish to speak in the order that they are recorded by him/her.

The Chair of the meeting will then ask the listed Cllrs to speak in turn.

When the list of members has been completed the Chair will call for nominations for the Chair of that Committee following the agreed procedure for voting on appointments (As per agreement for previous agenda item 8 attach 6a)

The same procedure will follow for the vice Chair of that committee.

To confirm the Committee membership, Chair of that Committee and vice Chair of that Committee in a single vote, the Chair of the meeting (AMC) will call for a proposer and seconder for the entire membership using the existing voting procedure adopted for normal agenda items at remote meetings.

### **Recommendation**

Members to consider the above draft procedure for Committee & Panel Membership in remote meetings.

### **Decision Required**

Members to agree a procedure that will be used for Committee & Panel Membership at the Annual Meeting of the Council in May 2021.

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members

**From:** Mr P Bone – Deputy Town Clerk

**Date:** 14 April 2021

**Subject:** Annual Town Meeting

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Due to the current covid restrictions, this year, the Annual Town Meeting of the Council will be held via a remote 'Teams' meeting.

As it will not be possible to hold a face-to-face meeting with members of the public, Officers have explored with KALC how the meeting could go ahead in a remote meeting environment.

Please find attached the Draft agenda and poster for the ATM 2021.

The Annual Town Meeting is an opportunity for Deal residents to express their views and ask questions about issues relating to their town and community.

The evening will be chaired by the Chairman of Deal Town Council, Cllr Eileen Rowbotham and there will be an update on Deal Town Council's Cycle Friendly Deal and other Projects.

The recommended format for public participation will be the same as in the current remote meetings with members of the public being asked to send in statements (of no more than 500 words each) or questions that they want raised.

The questions will be read out by the Chairman of the Council or the Town Clerk.

Cllrs will then be able to respond to the question or comment on the statement.

As not all members of the public have access to a computer, access will be available by phone as at our normal remote Council meetings.

Members are asked to consider if members of the public who have access to a computer, are to be given access to view the meeting as well via an email link that could be requested from the Communications Officer.

**Decisions Required**

- Members to agree the format for the meeting.
- Members to consider if members of the public who have access to a computer, are to be given access to view the meeting as well.

**Deal Town Council**

**Town Hall, High Street, Deal, Kent CT14 6TR**

**Tel: 07887491569, Email [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)**

**Annual Town Meeting – Your Town, Your Say**

**You are invited to attend the Deal Annual town Meeting via Microsoft Teams which is to be held at 7.15pm on Tuesday 27<sup>th</sup> of April 2021.**

**This is an open meeting for the electors of Deal to raise and discuss matters of interest.**

**Any member of the public may submit a written statement of no more than 500 words which will be read out at the meeting.**

**Members of the public and press are welcome to listen to this meeting.**

**Please contact the Communications Officer, Joanne Harper via the contact details shown above.**

**AGENDA**

<b>1</b>	Chairman's welcome and opening remarks	
<b>2</b>	Apologies for Absence	
<b>3</b>	The minutes of the previous Annual Town Meeting held on Friday 26 <sup>th</sup> April 2019 for approval and signing.	Attach 1
<b>4</b>	Update on Deal Town Council's Cycle Friendly Deal and other Council Projects.	Project Officer
<b>5</b>	Questions, comments and suggestions from members of the public on any issues of general interest.	All
<b>6</b>	Chairman's closing remarks	

**Clr Eileen Rowbotham**

**Chairman of Deal Town Council**

**Date:**





**Deal Town Council  
Town Hall  
High Street, Deal  
Kent CT14 6TR**



# **Annual Town Meeting**

**Friday 27th April 2021**

**7.15pm**

## **Online via microsoft teams**

The Annual Town Meeting is a meeting of the Town Parish Electors



Join the online Annual Town Meeting for Town Parish Electors on 27th April 2021. Due to Covid-19 restrictions, this years public meeting will take place online via Microsoft Teams and will include a presentation on Cycle Friendly Deal and other Council projects.

Deal residents will be able to submit questions, comments and suggestions on any issues of general interest issues relating to their town and community.

The evening will be chaired by the Chairman of Deal Town Council, Cllr Eileen Rowbotham.

For further information please contact the Events Manager via email at [joanne.harper@deal.gov.uk](mailto:joanne.harper@deal.gov.uk) or telephone 07887491569



**Deal Town Council**  
**Town Hall, High Street, Deal, Kent CT14 6TR**

**The minutes of the remote Planning Committee held on Monday 1 March 2021 starting at 7.15pm**

**Present:**

Cllr C Turner (Chairman)

Cllr S Carlyle (Vice Chairman)

Cllr A Friend

Cllr M Eddy

Cllr E Rowbotham

Mr C Hartley (Co-opted member)

Mrs E Fogarty (Co-opted member FOND)

Mr R Green (Co-opted member Deal Society)

**Officers:** Mrs Kelly Lawrence – Committee Clerk  
 Miss J Harper – Communications Officer

**Others:** No members of the public

		<b>Action</b>
1	<b>Chairman's opening remarks and apologies for absence:</b> The Chairman welcomed everyone to the March remote meeting and advised of the procedures. Apologies were acknowledged from Cllr A Stroud.	
2	<b>Declarations of interest:</b> Cllr A Friend declared a VAOI on Item 6, No.10: Ref 21/00080 as he is joint owner of the property opposite the proposed application site.	
3	<b>Minutes of the previous meeting held on 1 February 2021:</b> Members RESOLVED: To accept the minutes of the Planning Committee meeting held on 1 February 2021 as a true and accurate record. (P) AF (S) SC Agreed. Cllr E Rowbotham Abstained from voting	
4	<b>Statements received from members of the public on items relating to the agenda to be read out by the Committee Clerk:</b> Correspondence was received and forwarded to committee members from one member of public objecting to planning application no. 21/00185, 269 Telegraph Road, Deal, CT14 9EJ.	Committee Clerk
5	<p><b>DDC Local Plan:</b> The Chairman gave his apologies to Cllr M Eddy for omitting his recommendations in the committees DDC Local Plan Supporting Documents report on The Historical Environment section of the Local Plan. He then thanked him for the report and requested for it to be included in the recommendations to the Extraordinary meeting of Full Council on 10 March 2021. RESOLVED: Cllr Eddy's report on The Historical Environment to be included in the recommendation submitted to the Extraordinary meeting of Full Council on 10 March 2021.            (P) AF (S) ME All Agreed.</p> <p>Following discussion members RESOLVED: The Committee supports The Historic Environment, New Homes and Design policies within DDC's Local Plan with the following additions/suggestions to be submitted as a recommendation to the Extraordinary meeting of Full Council to be held on 10 March 2021.            (P) AF (S) SC All Agreed</p> <p><b><u>NEW HOMES</u></b></p> <p>Cllr C Turner:  <b><u>Planning for new homes</u></b></p> <p>6.18 Provide objectively assessed needs for housing – agree that this is an acceptable position.            6.20 Constraining factors for planning for more than the baseline housing growth – agree with all of them, especially "the capacity of existing infrastructure".            6.21 Agree completely!            6.24 Agree- preferred option.</p>	All Members

Nowhere is there a mention of the council designing and delivering its own house building programme. There must be scope to tackle the housing issue by planning for council building, especially on those suitable sites not favoured by developers. So far too much is left to the "free market" in house building.

Mr Robin Green:

#### **Section 4**

##### **Vision & Objectives**

Whilst welcoming the overall vision I am not convinced that it takes the social and economic impacts of the pandemic seriously enough. The current Local Plan was fatally weakened by a refusal to take account of the 2008 financial crisis and ploughing ahead with a high growth strategy despite all the warnings from local community groups.

#### **Section 6**

##### **New Homes**

I have already commented on this section. The delivery of an effective Infrastructure Delivery Plan is absolutely crucial to achieving appropriate housing growth.

DEA008 and DEAO20 sites at Cross Road fail to take account of the issues related to sewerage and drainage that impact on other areas of the town.

WAL002 would have a very negative impact in the local environment and especially on the Local AONB.

#### **Section 8**

##### **Retail & Town Centre's:**

This underestimates the social and economic tumult all town centres are facing. I support the need for a Retail and Town Centres Needs Assessment before the adoption of the draft Plan. I fully support the proposed extensions to the Town Centre boundary. I also support not permitting change of use to ground floor retail uses.

I welcome the recognition that the whole of Deal high street lies within a conservation area and that has implications for shop signage.

#### **Section 9**

##### **Transport & Infrastructure:**

The consultation funded by DDC some years ago about the viability of a relief road to the north west of Deal showed that it was not viable without considerable devastation to the local environment. It would also cost in the region of £50 million because it was over flood plain and marshland.

#### **Section 10**

##### **Design:**

This a very welcome addition to the Local Plan not least the emphasis on local Design guides.

#### **Section 12**

##### **The Historic Environment:**

The current Plan was very weak on the Heritage of the district. This is a very welcome improvement. I welcome the emphasis on Appraisals although there are some minor errors (says the author of 5 appraisals!). I would welcome a much stronger emphasis on the creation of a Local List of Heritage Assets which the council has an obligation to create.

I also welcome the recognition that conservation raises issues related to climate change and energy efficiency. The requirement for strong and detailed Heritage statements is crucial to listed building and conservation area applications. Currently they vary and are sometimes worse than useless.

#### **DESIGN**

Cllr C Oliver:

#### **Strategic Policy 15: Place Making**

It would be good to add something here supporting about radical ideas and solutions being incorporated into design - community composting, EV car sharing schemes, community energy generation. I know it mentions sustainability, but I feel there is too much focus on keeping things visually similar.

#### **DM Policy 36: Achieving High Quality Design**

Recommend the 'where appropriate' be removed at the end of g), so:

g) Ensure that existing features, including trees, natural habitats, boundary treatments and historic street furniture, that positively contribute to the quality and character of an area, are retained, enhanced and protected.

#### **THE HISTORIC ENVIRONMENT**

Cllr M Eddy:

#### **Chapters 1, 2, 3 and 4**

**Chapters 1 and 2** describe the legal and practical reasons for the Local Plan and how to engage with the consultation process respectively.

**Chapter 3** summarises the nature of the area, the characteristics of the population and the key factors influencing the Local Plan.

#### **Population**

Figures 3.2 and 3.3 compare the population pyramids at the 2011 census and then at the 2018 estimate. This shows that the population of Dover District is ageing. The figures also demonstrate that the younger elements of the population (15-19 in 2011) have not been retained. Nevertheless there has been a total cumulative migration of 6,265 persons into the district, 80% of whom were internal migrants (i.e. from elsewhere in the UK). The cumulative total of internal migration is significant over the period as is shown in Fig. 3.4.

The Local Plan admits that the bulk of the in-migration is made up of people who are middle-aged or older. It is more coy, not to say silent, about the loss of younger people from the area.

#### **Health**

This section covers a number of health indicators but would have been better entitled "Deprivation". There is a facile equation between children in low income families (19.4%) and childhood obesity (19.1%) implicit in paragraph 3.7. Dover is ranked 107<sup>th</sup> out of 317 English council areas by deprivation indices, where 1 is the most deprived. And three wards in Dover town area are in the 10% of most deprived wards in the country. Educational attainment is worse than the national average.

#### **Climate**

The Local Plan records DDC's declaration of a Climate Emergency and the creation of a Climate Change Member Working Group as well as DDC's commitment to being a zero-carbon council by 2030 and a carbon neutral district by 2050. Fig. 3.5 provides an indication of the sources of carbon dioxide by sector and how that reduced sharply between 2008 and 2009 but more slowly since

then. Paragraph 3.13 emphasises the problem of water resources in an area which receives low rainfall and is dependent on groundwater extraction.

#### Housing

This shows that Deal has taken the brunt of housing development over the previous Plan period, while "Dover" (including Whitfield etc) has under-delivered on house building targets. It does confirm that Dover has a higher than national average of council housing in its housing stock, though overall its social housing stock is below the national average. House prices are below the Kent average and well below the national average.

The district has 1,448 vacant properties of which 1,257 are second homes. In Fig. 3.2 the proportion of second homes is given as 2.3% but in the text immediately above the percentage is given as 2.1%. Vacant properties of both types have increased in number over the last 5 years.

#### Economy

Earnings are below the Kent average. There are fewer people employed in professional or technical roles than the Kent average and more in transport, public administration and manufacturing. The district has changed to being a net exporter of employees from a state of equal inward and outward movements of labour.

Levels of educational attainment have improved, though from a low base, and are still lower than the Kent and national averages.

#### Transport

The district is described as being "highly accessible by rail, road and sea", whilst it also claims that the district has high speed rail connections to London, when the reality is that HS1 trains pass through the district and are high speed only from Ashford. There is no discussion of the capacity of the A roads within the district or of other forms of transport at this stage in the document, nor is there mention of the problems caused by cross-Channel transport delays to communications in the immediate hinterland.

#### Natural Environment

The document lists the various designations of protected landscapes and a number of "Green (*sic*) infrastructure sites" which include parks and gardens as well as nature reserves.

#### Historic Environment

The document refers to the district's listed buildings (just under 2,000), its 48 scheduled ancient monuments, 57 Conservation Areas and 12 museums. The national and international importance of some of the district's historic assets is noted, as is the impact of the mining industry and the involvement of Abercrombie in the design of Aylesham.

#### Impressions at this Stage

This Chapter is very much a picture of the state of the district but it shows little sign of ambition, perhaps a reflexion of size and positioning of the Plan's subtitle "A bold vision for 2040" on the cover.

The programme of house building envisaged by the document seems designed more to satisfy the needs of older people moving into the area rather than being aimed at helping to retain younger people in the district.

Similarly, though the levels of educational attainment have improved, there appears to be no intention of using the Local Plan to improve that position further by, for example, specific policies to encourage higher education establishments to develop facilities in the district, and thereby to develop a knowledge based economy beyond the former Pfizer's site. This would contribute to raising the average level of earnings in the district and to combating the high levels of deprivation experienced in some wards.

The passage about transport seems very much at odds with the lived experience. HS1 trains travel through the district but are not high speed. The principal road system, terminating at the port of Dover, is subject to delays during bad weather or other exceptional circumstances, and the local roads are inadequate, though not as inadequate as public transport or cycling provision.

The brief introductions to the natural and historic environments lack ambition despite the references to their national and international importance which could be taken advantage of in order to strengthen both the knowledge based and tourist economies.

#### **Chapter 4 Overarching Vision:**

This Chapter identifies 4 aspects which comprise the "Overarching Vision". They are introduced by the statement: "Dover District in 2040 will be a place of aspiration", the subtext being that it the District's only aspiration in 2021 is to have some by 2040. The 4 aspects are: Prosperous Economy; Vibrant Communities; Thriving Places; and Spectacular and Sustainable Environment.

##### **Prosperous Economy**

In part, this prosperous economy will build on local entrepreneurial talent. However, as the previous chapter shows, there is a loss of local young people and a lack of educational attainment among remaining local people which this Plan shows little evidence of intending to alter.

The district's ability to attract new businesses is reliant on a "21<sup>st</sup> century infrastructure" and "unrivalled transport connections with London and Europe". Again, the lived experience is that, though the transport connections may be unrivalled when functioning well, they are far from adequate when any stress is placed on any one transport mode.

The attractiveness of the district for visitors is clear but there is nothing in the Plan to suggest that by 2040 the district will possess "a diverse range of high-quality accommodation" for visitors.

##### **Vibrant Communities**

Apart from offering new developments that "respect the spectacular natural environment ... of the District", it also offers "a supply of new homes that meets people's needs and where affordable and local housing is prioritised". This is difficult to reconcile with the proposal to build houses over the catchment area of the aquifer to the south of Deal (DEA020) or with the scale of internal migration into the area as shown in Chapter 3 (Figs 3.2 and 3.3). This section also claims that there will be improved educational facilities though these are not apparent in the Plan, just as the means of delivering "extensive" green spaces and an "enhanced network of dedicated walking and cycling routes" are elusive.

##### **Thriving Places**

According to this section, "Dover town will be thriving with a strong core of local shops and services", which statement is at odds with the current moves to on-line shopping. The reference to "regenerated areas of existing housing" is promising but is not borne out by the housing policies for Dover which rely on substantial new build on green fields north of Dover.

Deal and Sandwich are apparently to benefit from investments in culture, though again there is no evidence of how this will be delivered in the context of the Plan.

The villages across the district will be provided with "improved community facilities and housing opportunities, enabling more young people to stay". Again, given the level of internal migration and lack of commitment to maintaining levels of affordable housing within existing commercial housing developments, this seems unlikely.

##### **Spectacular and Sustainable Environment.**

It is instructive that this section is the last, rather than the first, of the aspects of the Plan's Vision. It is erroneous to claim that "the climate change emergency will have delivered increased opportunities for local food production, extensive tree planting and the adoption of sustainable design". The climate emergency will allow for changes to local food production but, if measures are not taken through the Plan to safeguard and enhance water supplies and storage, it is more likely to reduce local food production.

##### **Strategic Objectives**

Strangely, the 4 aspects of the Overarching Vision are altered for listing of the strategic objectives which become Prosperous Economy; Vibrant Communities; Spectacular and Sustainable Environment, and Cross Cutting Issues.

There is nothing fundamental within the Vision or the Strategic Objectives to object to as they are all desirable outcomes. However, apart perhaps from the greater use of the words "sustainable" and "sustainability" there is little to distinguish the vision and objectives of this Plan from previous Local Plans.

#### **What emerges at this stage**

The bulk of house building is actually to provide for internal migration into the district. That in-migration is mainly of middle-aged and retired people who by the end of the Plan period will have required additional health and social care services.

The district has become a net exporter of young people and of working-age people generally, a factor which runs counter to the intention of creating a prosperous economy within a series of vibrant communities.

There is a need not just for affordable housing within the private sector but for social and council housing, rather than for purely commercial builds.

There is no apparent USP or coherent group of selling points within the Plan which might persuade businesses or major institutions to invest or for young people to remain in the area.

The view expressed in the Plan of infrastructure in general and transport in particular is very much at odds with the lived experience of residents and users. A more realistic portrayal of the problems of co-existing with the modal shifts required by transport locally would give greater confidence in the ability of the Plan to deliver the objectives and the vision.

There is an opportunity to put the environment and the principles of sustainability at the forefront of the Plan's vision, rather than as an apparent add-on to the 4 aspects of the vision. A prosperous economy, vibrant communities and thriving places all depend on a sustainable environment.

#### **Proposed Amendments**

1. The Spectacular and Sustainable Environment should be the first of the 4 aspects of the Vision, followed by Vibrant Communities, then Thriving Places and finally a Prosperous Economy, as a prosperous economy can only be delivered with the other elements in place (para 4.1).
2. The single paragraph on Transport and Infrastructure (para 3.30) should be expanded in order to outline the problems involved in the modal shifts from road to sea within the District and from road to rail outside the District. This would make it easier to argue for the necessary improvements to the A2 and for the bifurcation of traffic on the two main arterial roads coming into the port, the A2 and the M20.
3. The issue of housing needs greater clarity. It would appear that building houses is an objective in itself, whereas what is required is housing that meets the needs of local people. This requires the focus to be placed on social housing, whether council or housing association, rather than on private sector housing.

#### **Chapter 12 Historic Environment:**

1.0 This Chapter is generally very positive in terms of the draft policies for the protection and enhancement of the historic environment. There is, however, a requirement for a specific policy dealing with any developments within the Lydden Valley/former Wantsum Channel, the evolution of which may well be germane to our understanding of the creation of the English Channel (see below) as there is for Dover Western Heights.

2.0 Strategic Policy 18 is to be supported.

3.0 DM Policy 44 is welcome in that it refers not solely to the heritage asset but also to the setting of the asset. There is also a requirement for a Heritage Statement where a "heritage asset or its

setting" are likely to be affected. The whole building approach to developments involving energy conservation improvements is to be welcomed.

3.1 Where DM Policy 44 is weak is that it does not explicitly require conservation of an asset by recording. A suggested addendum to this policy would be at the end of the third paragraph: "... **securing the optimum viable use of the heritage asset or ensuring its preservation through appropriate recording.**" This would link DM Policy 44 more directly to DM Policy 46.

4.0 DM Policy 45 Conservation Areas is generally welcome though the introductory sentence should be strengthened to read: "Applications for development or redevelopment in Conservation Areas will **only** be supported provided that such proposals preserve or enhance the special architectural or historic character and appearance of the Area and its setting."

Within this Policy, however, consideration should be given to reducing heat and energy loss and to sensitive solutions to providing energy efficient heating systems by adding a suitable further bullet point along the lines of: "**Employ sustainable heating systems, such as ground source heating, and means of reducing energy and water consumption as are compatible with securing the sustainable future of the Area and its setting.**"

5.0 DM Policy 46 Archaeology is welcome.

6.0 DM Policy 47 Dover Western Heights Fortifications Scheduled Ancient Monument and Conservation Area rightly emphasises the importance of the intervisibility of features both within the monument and with the wider landscape in order to fully understand the historic significance of the monument.

7.0 DM Policy 48 Historic Parks and Gardens is welcome.

8.0 The Lydden Valley/former Wantsum Channel is identified in Chapter 11 as forming a group of Landscape Character Types ((LCTs A, B and C) paragraph 11.42 and Table 11.1). Elsewhere in Chapter 11 (Fig. 11.1) the concentration of National Nature reserves, SSSIs and Special Protection Areas where the Wantsum meets the English Channel is demonstrated in map form. Historically, it is known that the Wantsum Channel provided a route for water borne traffic avoiding the more difficult waters around the North Foreland. Little is known of the evolution of this Channel and its silting up. As an area of more or less open water at different periods in the past various historic artefacts might be expected, such as fish traps, landing stages, salt working sites, temporary or permanent settlements taking advantage of the varied environments, and perhaps water craft. Ground disturbance along the line of the Wantsum Channel and its edges are likely to produce organic palaeo-environmental evidence which will add to the limited inorganic palaeo-environmental evidence from sites on chalk downland. This material could include timber structures and artefacts, vertebrate and invertebrate fauna, pollen, and aSedDNA.

8.1 The Wantsum Channel is generally assumed to have been an open channel between the mainland of Kent and the Isle of Thanet, but how that channel arose in the first place is unknown. Given recent research into the creation of the English Channel, it may well be that the Wantsum Channel was created by the same tsunami, caused by the Storrega underwater rock slide, that obliterated Doggerland and carved out the present English Channel around 8,000 BC. The area potentially has immense national and international importance for understanding the late Palaeolithic and Mesolithic periods as well the development and use of the landscape in more recent periods.

8.2 The inclusion of a specific statement and policy for the Lydden Valley/Wantsum Channel and its margins would appear appropriate, matching that for the Dover Western Heights and the Dover Town Centre SPD. It is suggested that the following statement is inserted after paragraph 12.29: "**12.30 The Lydden Valley/Wantsum Channel provided a water route south of the Isle of Thanet avoiding the more difficult waters around the North Foreland at various times in the historic past. The origin of the Wantsum is unknown but may be linked to the formation, around 8,000 BC, of the English Channel as we know it today. Ground disturbance within the Wantsum and along its ancient shore line is likely to reveal evidence of the origin and development of this**



important landscape feature as well as evidence of its use from the Mesolithic through to the present day.

**DM Policy 48 The Lydden Valley/Wantsum Channel**

Proposals for development within the Lydden Valley/Wantsum Channel which make provision of appropriate archaeological and palaeo-environmental investigation prior to development will be supported. For the purposes of clarity the limits of the Lydden Valley/Wantsum Channel's archaeological and palaeo-environmental area of interest will be co-terminous with the limits of the Environment Agency's Flood Risk Map."

8.3 Paragraph 12.30 and Policy DM 48 Historic Parks and Gardens to be renumbered accordingly to take account of the proposal above.

6

**Planning applications received:**

REFERENCE	ADDRESS	PROPOSAL	DECISION
21/00160	6 Coppin Street, Deal, CT14 6JL	Replacement front and rear doors, making good and repainting front and rear elevations, insertion of 2no. rooflights and replace lower basement window (existing rear lean-to and to be demolished)	RESOLVED: Support application P) SC S) AF All Agreed
21/00161	6 Coppin Street, Deal, CT14 6JL	Basement: Overlay floor with levelling screed. Remove security screen from lightwell. Ground Floor: Remove fire insert in kitchen form recessed opening to insert range. Insert new floor finish to kitchen. First Floor: Convert existing rear room into bathroom. Insert new floor finish to living room & Bathroom. Second Floor: Convert existing rear bathroom into bedroom. Remove existing ceiling and vault roof space. Insert new floor finishes. External alterations: Remove rear single storey lean too addition. Replace rear exit door. Replace pipework. Replace front elevation basement casement window. Insert 2no rooflights	RESOLVED: Support application. P) SC S) AF All Agreed
21/00226	2 Golden Street, Deal, CT14 6JU,	Basement: Existing basement steps replaced. Insert shelves on brick piers. Insulation between joists and new ceiling. Ground floor: Replace wall linings. Alter front fireplace opening. Insert panelling. Replacement rear French doors in enlarged opening. Rear dining room fire surround replaced. Replace floor to Kitchen & Utility. Alter rear kitchen fireplace opening. Remove kitchen ceiling and vault roof. Utility room alter partition layout. First	RESOLVED: No objection. P) AF S) SC All Agreed

Committee Clerk

		Floor: Replace wall linings. Insert panelling. Bathroom / study partition altered. Second floor: Insert panelling. Remove bathroom ceiling introduce insulation and plaster between rafters. External alterations: Replace front dormer. Repoint front elevation. Reinstate boot scraper. Re paint front & rear windows. Re paint rear weatherboarding	
21/00019	40 Duke Street, Deal, CT14 6DT	Installation of replacement windows, erection of a dormer and insertion of velux	RESOLVED: No objection. P) SC S) AF All Agreed
20/01493	83 Beach Street, Deal, CT14 6JB	Change of use to a single residential dwelling (Use Class C3(a))	RESOLVED: Object, over development of site and concerns over access to upper floor. Insufficient evidence to support what applicant is proposing. P) SC S) AF All Agreed
20/00129	195 Beach Street, Deal, CT14 6LZ	Conversion and alterations to existing single storey lean-to extension to include wall extension, replacement roof, window and rooflight, insertion of 2no. light wells windows to basement front and side elevations, replacement front door, raised decking to rear (existing rear steps to be removed)	RESOLVED: Object to window being at basement level with sleeping accommodation a flood zone area. P) SC S) AF All Agreed. Members further RESOLVED: Chairman in conjunction with Clerk contact Environment Agency to seek guidance on how to proceed with individual small-scale developments within in area which is already developed where applicants are proposing to have sleeping accommodation at sea level or in a flood zone. P) ME S) AF All Agreed

21/00130	195 Beach Street, Deal, CT14 6LZ,	Basement: Insert 2no new light wells and windows. Insert partitions to form 2no ensuite bedrooms. Insert tanking system. Ground floor: Open fireplace to living room. Insert new staircase to basement. Insert partitions to form shower room. Form structural opening to create enlarged kitchen/dining room. External alterations: Alterations to side single storey side addition forming front parapet. Inserting side elevation rooflight to mono pitched roof and replacement 1no front elevation window. Replacement front door. Formation of basement windows.	RESOLVED: Object to window being at basement level with sleeping accommodation a flood zone area. P) SC S) AF All Agreed. Members further RESOLVED: Chairman in conjunction with Clerk contact Environment Agency to seek guidance on how to proceed with individual small-scale developments within in area which is already developed where applicants are proposing to have sleeping accommodation at sea level or in a flood zone. P) ME S) AF All Agreed
20/01454	7 Deal Castle Road, Deal, CT14 7BB	Replacement roof tiles and repairs to dormer windows, new roof with 4no. rooflights to single storey rear extension, widening of rear steps, replacement railings, raised ground levels in rear garden, installation of soil pipe, alterations/replacement to doors and windows to house (retrospective)	RESOLVED: No objection. P) SC S) AF All Agreed
21/00154	35 Blenheim Road, Deal, CT14 7DB,	Erection of a single storey rear and side extension (existing rear extension to be demolished)	RESOLVED: No objection. P) SC S) AF All Agreed
21/00080	6 Graylen Close, Deal, CT14 6GR	Erection of a front single storey extension	RESOLVED: No objection. P) SC S) ME Agreed Cllr A Friend Abstained from voting.
21/00040	19 Harold Road, Deal, CT14 6QH	Erection of single storey rear extension and erection of a garage, construction of pitched roof over existing front porch and replacement of first floor rear windows and insert roof lights (existing garage to be demolished)	RESOLVED: No objection. P) SC S) AF All Agreed

	21/00109	4 Fairview Gardens, Deal, CT14 9QX	Erection of single storey rear extension with rooflight and flue pipe (existing conservatory to be demolished)	RESOLVED: No objection. P) AF S) SC All Agreed	
	21/00114	5 Fairview Gardens, Deal, CT14 9QX	Erection of a single storey rear extension with rooflight	RESOLVED: No objection. P) AF S) SC All Agreed	
	21/00143	Telegraph Cottage, 1A Telegraph Road, Deal, CT14 9DE	Erection of a single storey side extension	RESOLVED: Object, will cause over shadowing to neighbouring property and is an over development of site. P) AF S) SC 4 For 1 Against Agreed	
	21/00176	265 Telegraph Road, Deal, CT14 9EJ	Erection of a single storey side extension and detached garage/workshop (existing side extension and garage to be demolished)	RESOLVED: No objection. P) AF S) ME All Agreed	
	21/00185	269 Telegraph Road, Deal, CT14 9EJ	Erection of two storey side and rear extensions, single storey rear extension with rooflight, front porch and erection of a detached garage (existing garage to be demolished)	RESOLVED: Object as is an over development of site. P) ME S) AF All Agreed	
7	<b>Tree applications received:</b>				Committee Clerk
	<b>REFERENCE</b>	<b>ADDRESS</b>	<b>PROPOSAL</b>	<b>DECISION</b>	
	21/00137	71 Patterson Close, Deal, CT14 9NA,	T1 - Sycamore tree - crown reduce by three metres	RESOLVED: No objection. P) AF S) ME All Agreed	
8	<b>DDC decisions:</b> Members RESOLVED: To note the report. (P) SC (S) ME All Agreed.				
	The Chairman closed the meeting at 8.30pm				
	<b>Date of next meeting:</b> 6 April 2021				

**MEMORANDUM**

**To:** Cllr Mrs Eileen Rowbotham, Chairman of Deal Town Council  
All Councillors

**From:** Adrian Oliver, Project Officer

**Date:** 9<sup>th</sup> April 2021

**Subject:** **KCC Cycle Training E-bike Storage & Delivery Request**

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Kent County Council (KCC) Cycle Training team deliver Bikeability training to approximately 300 Primary schools across the county. They also deliver cycle training to Adults at five different venues in Kent, in support of the Active Travel Strategy.

KCC Cycle Training has recently commenced the delivery of Electrically assisted Cycle (E-Cycle) training to Adults in Canterbury. E-Cycles present the opportunity for a wider range of ages and abilities of persons to cycle and the training raises peoples' awareness of E-Cycles, providing an opportunity to 'try before they buy', and improve their general skills & confidence in riding an E-cycle.

KCC Cycle Training has worked closely with Cycle Friendly Deal over the past 2½ years, and it is proposed to extend the delivery of this E-cycle training to Deal.

To deliver this training will involve the storage of five E-cycles, including an adaptive E-tricycle for use by persons with Special educational needs or disabilities.

KCC requests that these e-cycles be stored with the Cycle Friendly Deal Ebike Hire Fleet in the Container at Tides.

The planning permission (DOV/19/01033) obtained from Dover District Council permits "the temporary siting of a container for storage of e-bikes". So the addition of the KCC e-cycles does not impact on this planning permission.

The Container is of a sufficient size to store the additional e-cycles.

The cycles are all KCC owned assets, which will be fully insured by them and secured within the container to negate any liability to the Leisure Centre/Deal Town Council.

The training will be predominantly offered at weekends and during daylight hours. Arrangements can be made with Your Leisure regarding access for the Cycling Instructors. All the Instructors will be KCC employees, who are qualified Cycle Instructors (Bikeability NSIQ / Level 2 award in Instructing Cycle Training - First4Sport). They are First Aid trained, and DBS enhanced level checked.

It is envisaged that course attendees may use the parking, toilet and refreshment facilities at Tides Leisure Centre, but will not otherwise impact demand upon 'Your Leisure' staff.

This additional ebike activity is timely as it is hoped that the Cycle Friendly Deal Ebike Hire Scheme will be launched in June, providing a helpful boost.

**Recommendation**

Members to consider this request from Kent County Council to store their e-cycles with the Cycle Friendly Deal Ebike Hire Fleet in the Container at Tides, making Deal a Kent Cycle Training Hub, and delegate authority to the Project Officer to liaise with KCC.

**Decision Required**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 13 April 2021  
**Subject:** Deal Walkers are Welcome

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Please find attached proposal received from Deal Walkers are Welcome.

Members are asked to consider the specific requests within the report:

- Agree to work in partnership with Deal Walkers are Welcome;
- Appoint a Member to represent the Council on the Deal Walkers are Welcome committee;
- Agree to pay the annual fee for membership of the National Walkers are Welcome scheme (£110).

**Decision Required**

Members to consider the above requests.

# Deal Walkers are Welcome

## Proposal for partnership with DTC

### Introduction to the scheme

Walkers are Welcome (WaW) is a national, community led, network of accredited towns whose purpose is to develop and promote walking in areas with something different to offer. Their website is at [www.walkersarewelcome.org.uk](http://www.walkersarewelcome.org.uk).

Deal has previously been accredited as a WaW town, but that status lapsed and a group of residents wish to work with Deal Town Council to regain that status. In order to be accredited, a group (other than a Council) has to achieve certain criteria shown later in this document.

### Benefits to the town

Being part of Walkers are Welcome encourages more walkers to visit, helps the economy and improves facilities and footpaths for all those visiting and living in our lovely town.

The benefits of attracting walkers to Deal are very similar to those for cyclists. Walkers tend to be less influenced by weather and active year-round, so helping the district-wide desire to extend the visitor season.

A lot of residents have discovered the joys and benefits of walking during the pandemic and promotion of the activity can help them discover new routes and new groups of people to walk with. The physical and psychological benefits of outdoor activity are well documented.

The initiative is not only aimed at countryside walking, but also to make those who cannot access the countryside more aware of the pleasures of recreation around the town.

This will also be used to encourage people to appreciate the varied heritage of the town.

### Need for DTC support

On Monday 27th January 2020, DTC passed a motion 'Happy to support the idea in theory' following a presentation on Deal WaW, and we are now in a position to work with the Council to take that forward.

Specifically we would like the council to:

- Agree to work in partnership with Deal WaW;
- Appoint a Member to represent the Council on the Deal WaW committee;
- Agree to pay the annual fee for membership of the national WaW scheme (£110).

The national WaW scheme is focussed on accreditation of a Town or Parish, hence our desire for a partnership with DTC. This accreditation would also fit perfectly with the Council's Cycle Friendly Deal initiative, and the information about walking on the Council's new website.

We also plan to liaise with the neighbouring Parishes, with Dover District Council (as part of their tourism strategy) and Kent County Council (Visit Kent).

We will also work with local walking, heritage and other organisations.

## The Deal WaW team

The committee of Deal WaW currently comprises:

- Bill Butler - Founder of the Royal Marines Heritage Trail
- David White - Chair of The Deal Society and formerly Chair of a national outdoor recreation charity
- Lee Pickup - Liaison with the White Cliffs Ramblers
- Pam Brivio - Liaison with Dover Walkers are Welcome
- Peter Morris - North Downs Way Trail Manager
- Tracey Reed - Keen walker and former senior executive at English Heritage

We are building a supporters list encompassing individual residents of Deal and businesses based in Deal. We have a draft constitution and once we have a significant number of supporters we will gain approval for the constitution and formally elect committee members.

We have a website at <https://dealwaw.mailchimpsites.com> which gives information about the initiative and has a sign-up form for supporters.

The only cost for this initiative is the annual fee to the national organisation – any other costs will be met by supporting organisations.

## Criteria for WaW membership

1. **Local Support:** Demonstrate popular local support from the community and local businesses - We are doing this by building a list of individual and business supporters.
2. **Council Support:** Demonstrate that the local council formally endorses the application for Walkers are Welcome status - This is the purpose of this partnership proposal.
3. **Path Maintenance:** Demonstrate a commitment that the local public path network will be maintained in good condition – White Cliff Ramblers already achieve this.
4. **Marketing:** Demonstrate that there is adequate marketing of the town's Walkers are Welcome status – We hope to link this with the Cycle Friendly Deal initiative and are liaising with Deal & Walmer Chamber of Trade.
5. **Promote Public Transport:** Demonstrate how the town encourages the use of public transport for walking activities – This again links with the Cycle Friendly Deal initiative.
6. **Maintain the Status:** Demonstrate the mechanisms in place to maintain Walkers are Welcome status – This will be shown by our supporters list



**DEAL TOWN COUNCIL – MEMORANDUM**

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members  
**From:** Mr P Bone – Deputy Town Clerk  
**Date:** 12 April 2021  
**Subject:** Social Supermarket Development

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The following update has been received from Cllr S Beer:

**Social Supermarket Development**

The Mayor, Cllr Eileen Rowbotham, has been working with a DDC led group of local organisations to discuss options for a food poverty project in Deal. Cllr Sue Beer is also involved, as a DDC councillor. A DDC Community Development Officer is supporting the group.

Members of the group include Deal Food Bank, Age UK South Kent Coast (Deal Centre) the Mill Hill Forum, Families United UK and the Astor Theatre, who have offered a temporary venue for the project.

After some months of discussion, the group has concluded that a social supermarket, based on the Our Local Pantry model, would meet the needs of local people who are experiencing food poverty. A Dover Pantry has recently been set up and is already proving successful in recruiting members.

The Deal and Walmer Pantry may be a project set up by a local organisation or a new not for profit organisation – the legal status has not been confirmed at the time of writing this report. Detailed operational plans are in development and are likely to be ready for adoption in the next three months.

Councillors are asked to consider if Deal Town Council wants to support the new project or organisation, and in what capacity.

**Recommendation**

That Deal Town Council sends a Councillor to represent the Council on the project development group for the Deal and Walmer Social Supermarket. The councillor to report back on progress as appropriate.

**Decisions Required**

- Members to consider the above recommendation.
- Members to consider the Councillor representative.

**Covid Information Officer report April 2021**

Since my last report we have been told that the funding for the Return to High Street Safely fund and in turn Covid Information Officers role has been increased to March 2022.

I have been having weekly meetings with DDC where they are more than happy that Deal is still leading the way in a covid secure High Street.

I also have weekly meetings with Kent Police and especially Deals PC and PCSOs. They are also happy to report that Deal is opening up in a safe and secure way.

We have had a few instances of members of public breaking the laws and guidance to which I have worked with Kent Police, Trading Standards, CCTV and DDC to make sure the public stay safe and protected.

I have increased the covid safety signage in town to coincide with the reopening of the non-essential shops as well as putting up banners along the sandwich bypass which explain Deal is open for business. I am looking into more places where banners can be put to help encourage people into town.

I am working on new signage for the High Street and seafront which encourages the following messages:

- Face coverings in shops,
- Sanitise or wash our hands often,
- Keep 2 meters apart,
- Be kind and considerate to shop staff
- Avoid groups and shop alone where possible.

This is in line with Government guidance on returning to the High Streets safely.

I am also looking into signage to encourage and inform people about the Saturday Market as this was included in the area for which the fund covers. In turn it will also encourage people into the High Street.

Chris Hobbs-East

Covid Information Officer

**Deal Saturday Market report April 2021.**

Since my last report I'm glad to say that restrictions have been slightly lifted by the Government and as we enter Step 2 of their road map, I'm pleased to announce the non-essential traders are allowed back to trade. This also allows the three traders with tables and chairs to have them back. Whilst staying covid secure.

This means that when we open on the first Saturday after restrictions are lifted (15<sup>th</sup> April), we will be welcoming 30 stalls to the market.

These will consist of 15 food and drink stalls and 15 other stalls. I have had much interest from food and drink traders but as we are at capacity for that sort of stall, I have put a halt on applications. This will help make sure that the market is varied and not just a food market.

If all goes well with the road map and we can open without spacing between the stalls at the end of June, we will welcome another 10 stalls which will put us to full capacity of 40 stalls.

We have a lot of interest from traders wishing to have a stall on the market and with the ever-increasing casual waiting list I am hopeful I can fill empty spaces each week as and when regular traders cannot attend, this will mean we will open with full capacity each week.

The charity/ local organisation stall is filling up nicely and to date that stall is fully booked until the end of May already.

The Saturday market part of the new council website is a great tool to point people towards as it has a lot more information on it as well as links to traders' pages and downloadable application forms and rules.

We have been welcoming to the market on average 2500 members of public a week throughout April with many stalls selling out weekly. I am expecting this to increase as restrictions are lifted.

Chris Hobbs-East

Saturday Market Officer

## DEAL TOWN COUNCIL – MEMORANDUM

**To:** Cllr E Rowbotham, Chairman of Deal Town Council  
All committee members

**From:** Mr P Bone – Deputy Town Clerk

**Date:** 14 April 2021

**Subject:** Cinque Ports – Face Masks

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Please see below request from Ian Russell, Registrar & Seneschal of the Cinque Ports

Dear Colleague,

Hopefully, it may be possible for Cinque Ports ceremonial and social functions to resume after 21 June. Although the current plan is for all legal restrictions on gatherings to be removed from that date, it seems increasingly likely that public health professionals will advise the continuation of “social distancing” and/or the wearing of face coverings for the foreseeable future, especially when groups meet indoors.

The suggestion has been made that if the representatives of member towns at ceremonial events, like Speaker’s Day, wore matching face coverings, rather than an assortment of surgical masks, scarves etc., the effect would be more pleasing and professional. With the agreement of the Joint Solicitors, I have, therefore, investigated the possibility of obtaining a supply of masks, screen printed with the coat of arms of the Cinque Ports for purchase by the member towns etc. Attached is an illustration of the product which I have in mind. This is made from 3 layers of soft material, with adjustable ear straps and nose grip. It is very comfortable to wear and fits more closely than many of the disposable, surgical type masks to which most of us have become accustomed over recent months. It is a “face covering”, rather than a formally certified FFP product. It is reusable and the manufacturer states that it can be washed up to 25 times at 60 degrees C.

In the absence of authority from the Standing Joint Committee, it is impossible for the Confederation to purchase a stock of masks for resale to members (as happens with ties, lapel badges etc.) but, if member towns wish to pre-order for their own requirements, masks could be purchased in time for the Lord Warden’s Walmer Weekend, Speaker’s Day etc. This is the same procedure which was adopted a few years ago in arranging the supply of Cinque Ports umbrellas. The price of the masks would vary according to the total quantity ordered to cover the requirements of all member towns. If orders total 50 or more, the unit cost would be approximately £5.75, but this would reduce to about £4.75 if orders totalled 100 or more.

If the masks are to be available for the Walmer Weekend and other events from early July onwards, an order would have to be placed with the manufacturer by the middle of May. My purpose in writing to you, at this stage, is to ask you to indicate whether your town would wish to order a supply of these masks and, if so, the number required. Depending upon the response, I would then write to you again with a firm price and a request for payment in advance. Please will you indicate your requirements, without obligation at this stage, by 30 April at the latest.

### Decision required

Members to consider the purchase and number of face masks required.

**Proof Reference**  
**Customer**  
**Logo Name**

PR3959212  
The Cinque Ports  
The Cinque Ports

Your Virtual Proof

**Name**  
**Creation Date**

Sky - Black  
8 Apr 2021



### Your Proof Check List

- Spelling of text, web address etc
- Orientation of logo/text
- Size and positioning of logo/text
- Pantone® colour refs (if applicable)
- Abnormalities in the logo appearance
- Check your company brand guidelines

If confirmed, your virtual proof represents the basis for our internal factory production order. Please check it carefully and notify us of any changes required. There is no charge for requesting proofs - feel free to request as many proofs as you like of any of our product range.