

THE CINQUE PORTS MAYORS' ASSOCIATION

Minutes of the Executive Committee meeting held on Wednesday 26th March 2025 at the Guildhall, Faversham at 11:00.

Those present - Paul Carey, Paul Thomas, Trevor Martin, Jeff Franklin, Ken Neame, Trevor Shonk, Rodica Wheeler, Nick Tomaszewski, John Link, Janet Thomas

1) *Apologies for absence*

Robin Edwards, Mike Melvin, Jo Kirkham, Judy Rogers, Roger Neaves, Rochelle Saunders..

2) *Election of a Vice-Chairman.*

It was proposed by Ken Neame, Seconded by Nick Tomaszewski and unanimously agreed that Paul Carey continue in the role of Chairman.

Paul Carey provided an update to members on the resignation of Rochelle Saunders.

It was Proposed by Paul Thomas, Seconded by Trevor Martin and unanimously agreed that Nick Tomaszewski be appointed Vice-Chairman.

3) *To consider amendments to the Constitution and Bylaws if considered necessary by the committee, to include changes to Auditor and potential clause on Insurance needs.*

One change proposed to the Constitution, Section 18.

An Independent Examiner shall scrutinise the accounts and shall sign the accounts as a "true and accurate record" prior to approval of the accounts at the Annual General Meeting. The Independent Examiner will be identified by the Honorary Treasurer and can be a member of the Association who does not have direct or indirect control of the Association funds.

After some discussion on the practicalities of Audit and the fact that an Auditor did not come forward, it was Proposed by Paul Thomas, Seconded by Nick Tomaszewsk and unanimously agreed.

Following a discussion on Insurance for the CPMA, it was proposed by Ken Neame, Seconded by Paul Thomas and unanimously agreed that, following the valuation of the CPMA Badge/Collar, quotations for insurance of same would be sought.

The Executive Committee agreed that Public Liability Insurance for events was not required, as the risk was with the venue and not the CPMA membership.

4) *To confirm the minutes of the EC meeting held on 21st March 2024*

The minutes were Proposed as printed by Paul Carey, Seconded by Rodica Wheeler and unanimously agree.

5) *Matters arising from the minutes.*

There were no matters arising from the minutes.

6) Correspondence, to include communication from Seneschal on Walmer Castle event.

It was Proposed by Jeff Franklin, Seconded by Trevor Shonk and unanimously agreed that we would invite the new Lord Warden to be the Patron of the CPMA, in the tradition of the previous Lord Wardens.

Following a discussion on the informal former Cinque Port Mayors' barbecue on the Walmer Beach, during the Lord Wardens party, it was agreed that in future the invitation would be extended to all CPMA members, when notified by the Seneschal/Lord Wardens Office.

Proposed by Paul Thomas, Seconded by Nick Tomaszewski and agreed unanimously.

7) To consider accounts for the year ended December 31st 2024 to be presented at the next AGM to be held in accordance with arrangements to be determined and in consideration of the Constitution.

The draft Accounts were presented by Trevor Martin and amendments to the accounts were identified by Ken Neame.

It was noted that we continue to have losses from luncheons, primarily due to the additional room charges, which have now become common practice. We are also required by all venues to pay a significant deposit to secure the venue.

The Treasurer was requested to look at alternative bank accounts due to the charges being made by Lloyds Bank.

It was noted that we have not had an Auditor come forward, so it was agreed that the accounts be scrutinised, in line with the proposed changes to the Constitution.

The draft accounts, as amended by Ken Neame were Proposed by Nick Tomaszewski, Seconded by Trevor Shonk and agreed unanimously.

8) Arrangements for AGM:-Location, Luncheon etc

The AGM and Luncheon was to be held in Hastings, Judy Rogers, Executive Member for Hastings, was not present. Details to be agreed with Judy outside of the meeting.

9) To consider a draft Agenda for the Annual General Meeting to be held in accordance with the above arrangements determined by the Executive Committee and the Constitution.

It was Proposed by Rodica Wheeler, Seconded by Trevor Martin and unanimously agreed that the standard AGM agenda be adopted and issued.

10) To consider nominations for Officers for the year 2025/2026 to be submitted for election at the Annual General Meeting.

The following Officers were nominated to continue in their current roles:

Honorary Secretary	Paul Thomas
Treasurer	Trevor Martin
Membership Secretary	Roger Neaves
Social Secretary	Janet Thomas

Proposed by Paul Carey, Seconded by Trevor Shonk and agreed unanimously.

11) Notification of Chairman and Vice Chairman to Membership.

Chairman Paul Carey

Vice Chairman Nick Tomaszewski

Proposed by Ken Neame, Seconded by Paul Thomas and agreed unanimously.

12) CPMA Web site.

No Report – Steve ward to be contacted outside of the meeting.

13) General publication of CPMA with Cinque Ports Confederation, new and old Mayors, communication with the Cinque Port Town and councils.

No report, to be carried over to next meeting.

14) CPMA officers roles/duties.

No report, to be carried over to next meeting.

15) Report on Membership and Members booklet – Roger Neaves.

Apologies given by Roger Neaves.

Report was included in the pack for this meeting.

Membership booklet – it was agreed at previous AGM that we would not continue with this publication due to the cost of printing.

Currently we have 116 Members contacted on email, 4 Members contacted by Royal mail.

16) Report by Social Secretary – Janet Thomas

Verbal report on CPMA Luncheons provided.

17) Report by archivist/librarian -Mrs Jo Kirkham

Apologies given by Jo Kirkham, no report this time.

18) Report on sales of crested items et cetera- Mike Melvin.

Apologies given by Mike Melvin, no report this time.

It was agreed to request Mike to order 10 new Gilt Badges from Fattorini.

19) To continue and discuss future arrangements both as to virtual meetings and subject to government legislation Luncheon dates, Venues and/or social events including advice of restrictions to members due to limited accommodation at some venues.

It was agreed by all that we would continue the face to face meetings, unless external factors affected our ability to meet face to face.

Future venues would be identified as follows:

September 2025	New Romney
March 2026	Faversham
June 2026	Winchelsea (inc AGM)
September 2026	Margate/Ramsgate.

20) ***Any other business.***

Paul Cary had investigated the cost of the name plates on the CPMA Chairmans' Collar and these would be approximately £50 (depending on name length). They would be base metal and gilt, as the current name plates are.

The CPMA had previously agreed to fund these, if the part Chairmen cannot afford to do so. The Secretary will write to former Chairmen to ask if they would like their plate and if they would be prepared to pay for same.

Recommendations for Officers for the Executive Committee 2025/26

Chairman	Paul Carey
Vice-Chairman:	Nick Tomaszewski
Hon. Secretary:	Paul Thomas
Hon. Treasurer:	Trevor Martin
Membership Secretary:	Roger Neaves

Present Members of the Executive Committee

Nick Tomaszewski	Deal
Sue Jones	Dover
Ken Neame	Faversham – wants to stand down.
Rodica Wheeler	Folkestone
Judy Rogers	Hastings
Vacant	Hythe
Vacant	Lydd
Robin Edwards	Margate- wants to stand down
Clive Wire	New Romney
Trevor Shonk	Ramsgate
Paul Carey	Rye
Jeff Franklin	Sandwich
John Link	Tenterden
Michael Melvin	Winchelsea

Ex-officio members.

Archivist/Librarian	Jo Kirkham
CPMA Shop	Michael Melvin (Temp)
Chairman CPMA Bowls Committee	Michael Melvin
Social Secretary	Janet Thomas

The meeting closed at 12:52.