

Broadstairs and St. Peter’s Town Council

Annual Town Assembly Report 15 March 2021

Council Report by the Mayor Cllr Paul Moore

**i) Councillors**

Broadstairs and St. Peter’s Town Council has 15 elected Councillors.

The political split of the Council is as follows:

Conservative: 11  
Labour: 1  
Green Party: 1  
Thanet Independents: 1  
Independent: 1

**ii) Committee and sub-committee structure:**

The Town Council has:

3 main committees that report to the Council: The Finance and General Purposes Committee, the Planning Committee and the Community Assets Committee.

The Town Council has 5 sub-committees, and a Town Forum which is made up of community groups and organisations.

Allotments and Land Sub-Committee  
Assets and Budget Review Sub-Committee  
Staff Management Sub-Committee  
Leisure & Tourism Sub-Committee   
Neighbourhood Planning Sub-Committee (which reports to the Planning committee)

An Environmental Working Group has been developing an action plan for the town over the last year and we hope to share some of those ideas with you soon.

**iii) Staff**

Danielle Dunn left the post of Town Clerk in October to pursue other projects and spend more time with her family. However, we continue to take advantage of her planning skills and knowledge and she is currently overseeing the updating of the Neighbourhood Plan. In January we welcomed our new Town Clerk, Kirsty Holroyd onto the team. Kirsty is an experienced Clerk and joins us from Walmer Parish Council. Kirsty is ably supported in her role as Town Clerk by The Deputy Town Clerk, the Senior Administrator, the Mayor’s Secretary/Media and Marketing Officer, the Events and Bookings Manager and a Caretaker.

2020 saw the retirement of two long-serving staff members, Marion Cleverley, Mayors Secretary and Dennis Taylor, Town Sergeant. We wish them long and happy retirements.

The Town Council is committed to staff training and sees this as an essential component in delivering the best services for the town. We would like to commend the staff on how well they coped with the sudden requirement to work from home from last March onwards. After a very brief period during which we were forced to suspend meetings and wait for the relevant legislation to be passed enabling remote meetings to take place, normal service was resumed. Council and committees continued to meet and most services have continued uninterrupted throughout the lockdown period.

I would also like to thank the Volunteer Tree Warden for her help this year, particularly with the draft tree strategy which, once approved and adopted by Council, will feed into the new Neighbourhood plan.

**iv) Council Tax:**

The Town Council has resolved to instruct Thanet District Council to collect a precept of £655,580 (£68.40 per year or £1.32 per week for a household paying Council Tax Band D). This represents a 0% increase on last year’s Council tax..

**v) Town Council Activities, Projects and Services**

The Town Council has the following functions:

**Statutory:**Convene public meetings  
Town Council Website  
16 Town Council Notice boards  
Allotments: Norman road and Prospect Sites  
Accounts and Audit

**Civic and Mayoral:**Civic Events have been restricted this year due to the pandemic and some, such as the Civic Service and the Remembrance Service had to be cancelled completely. We are pleased to be able to hold tonight’s meeting as well as the Town Forum on April 19 and the Annual Council meeting on May 17 via Zoom.  
The Mayor’s promotional events have been seriously curtailed, although a couple of ceremonies and events have been held remotely including Holocaust Memorial Day Ceremony which I was pleased be able to attend in order to represent the people of Broadstairs.

**Non Statutory:**

Phase 2 of the Pierremont Hall restoration project is now complete and the Town Council can now offer two bookable event spaces in Pierremont Hall, the Council Chamber and the Mayor’s Parlour. Our meeting suite offers two further rooms which can be hired either short or long term.

The office suites within Pierremont Hall are all now refurbished and let to various local businesses. This provides an income stream for the Council which offsets some of the Council’s expenditure.

It is hoped that the refurbished Retort House community venue in the Albion Street Car Park, also now owned by the Town Council, will be open for bookings towards the summer months.

**vi) Policies and Business Plan**

The Town Clerk has continued to work hard over the year updating and reviewing the Council’s working policies.

During the 2020-21 civic year the Town Council has continued its work to update the Neighbourhood Plan and as part of this process is currently undertaking a Community Survey. The results of the survey will form the basis of a new 5-year business plan.  If you haven't already completed the survey please see our website or contact the Town Clerk for a hard copy.

All our policies are reviewed annually as part of the Council’s Internal Audit and Effective review processes.

**vii) Newsletter**

The Town Council now has a quarterly Newsletter and the thirteenth edition will be published in the next week. Copies of the newsletter are available to collect from Pierremont Hall and it can also be downloaded from the Town Council website.