



# Broadstairs & St Peter's Town Council

11 January 2023

To: Members of Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Council** to be held in Pierremont Hall on **Monday 16 January 2023 at 7pm.**

A handwritten signature in black ink that reads "Kirsty Holroyd".

*Kirsty Holroyd*  
Town Clerk

## AGENDA

### 1. **APOLOGIES FOR ABSENCE**

To receive any requests for approval of absence

### 2. **DECLARATIONS OF INTEREST**

To receive from members of the Council and the presiding clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16th July 2012.

### 3. **MINUTES**

To approve the minutes of the Council meeting held on Monday 12 December 2023.

### 4. **MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

### 5. **QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**

i) To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

ii) A Member may ask the Town Mayor or the Town Clerk any question concerning the business of the Council, provided 2 clear working days' notice of the question has been given to the person to whom it is addressed.

### 6. **PLANNING COMMITTEE**

To receive the draft minutes of the meeting held on Monday 9 January 2023 and consider any recommendations therein.

### 7. **FINANCE AND GENERAL PURPOSES COMMITTEE**

i) To receive the draft minutes of the meeting held on Friday 6 January 2023 and consider any matter arising.

ii) To receive a short resume of works undertaken by the indirect tax consultant

iii) To receive advice from PS Tax on whether to opt to tax Pierremont Hall and Retort House

- iv) To receive an outline of estimated costs for the continued VAT advice from PSTAX and consider whether to accept.

**8. COMMUNICATIONS**

- i) To receive such communications as the Town Mayor may desire to lay before the Council.
- ii) To receive such communications as the Town Clerk may desire to lay before the Council.

**9. FINANCE**

- i) To receive and approve a report concerning payments for the period 13 December 2022 to 11 January 2023.
- ii) To verbally receive information about works or services authorised between meetings
- iii) To receive and approve a report concerning payments for the period 11 January 2023 to 16 January 2023 (to be presented at the meeting in order to be current)
- iv) To receive a summary of receipts and payments for the period 1 September to 31 December 2022 (Quarter 3) in line with Standing order 17c.
- v) To receive a summary of receipts and payments for the year to date in line with Standing order 17c
- vi) To receive a bank reconciliation report showing the Council's balances held at the end of quarter 3 as per standing Order 17.c.

**10. EQUALITY AND DIVERSITY POLICY**

To receive and review an updated policy and consider whether it is fit for adoption by Council.

**11. THE CORONATION OF KING CHARLES III**

To receive a report on the Town Forum held on Wednesday 11 January and consider next steps.

**12. THE COUNCIL'S STAGECOACH**

To receive a proposal for a new home for the stagecoach

**13. KALC COMMUNITY AWARDS SCHEME 2023**

To receive details of the scheme and consider whether to nominate a member of the local community for an award.

**14. DATE OF NEXT MEETING**

The next Council meeting will be held on Monday 13 February 2023 at 7pm in Pierremont Hall.

