



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

Wednesday 10th March 2021

Present: Cllrs: R. Bayford, R. Binks (Chair), M. Garner, R. Dexter and D. Saunders

Town Clerk: Kirsty Holroyd

Deputy Town Clerk: Christine Chappell

Events Manager: Leanne Hadden

448. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Garner

449. DECLARATIONS OF INTEREST

450. MINUTES

Members received the minutes of the meeting held on 11 February 2021

RESOLVED: That the minutes be signed as a true record of the meeting at the next available opportunity.

451. PIERREMONT HALL

a) Members received an update on phase 1 and phase 2 remedial works – please see attached. Cllr Binks confirmed that the project managers had agreed the lobby would be painted the correct colour as soon as possible. The Clerk and Deputy Clerk would carry out a check of the works later the same week. The Deputy Clerk expressed concern at the poor state of some of the windows and suggested a survey be undertaken so that if necessary a refurbishment project could be planned and costed.

RESOLVED: That such a survey would be prudent. The Deputy Clerk will obtain a quote for the initial visit.

b) Members received an update on the various projects at the rear of the building from the Events Manager and considered various quotes to undertake the different aspects of the work.

RESOLVED:

i) That Box Green be asked to undertake the grass levelling project at a cost of £1110

ii) That Box Green be asked to supply hedging plants at the disabled access ramp at a cost of £1110

iii) That Landscape Services be asked to provide the hedging at the estate fencing at a cost of £1404.47

iv) That the Event Manager be permitted to purchase two large planters at a total cost of £500, in the style of option 1 in the Events Manager Report

v) That Landscape Services be asked to fill and plant up the planters to a maximum cost of £220.

c) Members considered arrangements for out of hours' incidents. It was noted that Probe Security are to call the caretaker direct in the event of anything happening when office staff are not in the building.

452. RETORT HOUSE

a) Members received an update on the UKPN power upgrade – please see attached.

RESOLVED: Members noted that the next step was to obtain the necessary licenses from TDC as a matter of urgency and will assist in progressing this.

b) The Deputy Clerk reported that patches of damp on the internal walls had been noted during a recent routine visit. Two companies had been approached and asked to visit the site and advise on the best course of action. Members received two reports and corresponding quotes to address the issue. It was noted that both companies had given detailed reports with very similar advice.

RESOLVED: That Anglian Tectonics be asked to undertake the work at a cost of £1560

453. COMMUNITY ASSETS

a) Albion Street toilets and the shelters.

The Deputy Clerk reported that the matter was still with TDC's legal team and there was nothing to report at this meeting.

b) Community Payback

The Town Clerk reported that she had met with the team leader recently and a number of potential projects had been discussed in the town centre and on the seafront. Permission had been granted by TDC officers for those projects which involved TDC assets.

RESOLVED: That the Community Payback team be authorised to undertake the work with materials supplied by the town council.

The following business is to be undertaken in accordance with the provisions of standing orders 3d, with a resolution made to exclude the public due to the confidential nature of the business.

454. TENANCIES*

Please see confidential minutes

455. FUTURE AGENDA ITEMS

- external cleaning of the building
- portico pillars
- removal of the road markings outside the rear of the Hall
- mayor's parlour

456. FINANCIAL REGULATIONS

It was noted that the current extension to regulation 4.1d permitting the Town Clerk to authorise expenditure under the remit of this committee to a maximum of £5000 is due to expire on 31 March 2021.

RECOMMENDATION: That in order that the refurbishment project at Retort House be completed efficiently, Financial Regulation 4.1d be extended for a further three months, expiring on 30 June 2021.

Meeting closed at 11.25.