



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

## **FINANCE AND GENERAL PURPOSES COMMITTEE MINUTES**

**MONDAY 13<sup>th</sup> NOVEMBER 2017**

Present: Cllrs, J Bayford, B Bayford, Binks, Buckley, Dexter, Hayton, Leys, Matterface, Moore, D. Saunders (Chair), M Saunders, Savage, Shaw, Taylor-Smith

Danielle Dunn Town Clerk, Abigail Barton Administrator  
Member of the public: Roy Irving

### **255 APOLOGIES FOR ABSENCE**

Cllr Buckley, Cllr Parsons

### **256 DECLARATIONS OF INTEREST**

With reference to Minute 264 a number of Councillors are also Thanet District Council Councillors- non-pecuniary

### **257 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

RESOLVED to APPROVE the minutes of the meeting held on Monday 25<sup>th</sup> September 2017. Proposed Cllr B Bayford, seconded Cllr Taylor-Smith, agreed.

### **258 MINUTES OF SUB-COMMITTEES and WORKING PARTIES**

RESOLVED to APPROVE the minutes of Sub-Committees and Working Parties:

- Extraordinary Leisure and Tourism Sub-committee held on the 9<sup>th</sup> October (unconfirmed)
- Assets and Budget Review sub-committee minutes held on the 16<sup>th</sup> October (unconfirmed)
- Community Buildings & Assets sub-committee held on the 25<sup>th</sup> September, (confirmed) and the 20<sup>th</sup> October 2017 (unconfirmed)
- Allotments and Land sub-committee held on the 30<sup>th</sup> October 2017 (unconfirmed)

### **259 CHAIRMAN'S REPORT**

Chairman provided an update at Agenda item 255

### **260 CORRESPONDENCE and CONSULTATION RESPONSES**

A 3-minute presentation was received from member of the public Roy Irving, this presentation highlighted a number of issues and requested that BSPTC undertake a number of steps:

- The public toilets have seasonal opening and closing times that are not based on need, but based on set dates in the calendar. September has become one of the busiest months for tourism, yet many of the toilets are closed.

- The litter bins are not emptied frequently enough and barely emptied at all once the summer season is over.
- BSPTC should look into budgeting for an extension to opening hours until the end of September.
- BSPTC should be making more representations to TDC regarding the lack of facilities and their poor state.

ACTION Town Clerk to look into what is the seasonal date requirement of a Blue Flag beach.

DISCUSSED Cllr B Bayford highlighted that work had begun with TDC regarding taking over assets. Cllr D Saunders explained about the new 'smart' bins.

RESOLVED that the issues raised by Roy Irving be taken to a meeting of the Leisure and Tourism sub-committee for consideration and to discuss solutions.

*Roy Irving, left the meeting*

The Town Clerk provided the following verbal updates to the committee

-Abigail Barton the new Apprentice Marketing and Administration Assistant was introduced to the Cllrs.

-An update was given regarding squatters sleeping in tents at Mockett's Wood and at the Culmer's Amenity land. It was explained that the services of a local solicitor had been taken to serve a trespassing notice on the squatters, the squatters at Mockett's had moved on within 24 hours, but the ones on the Culmer's land were still in residence. The Town Clerk would be following up on this during the week and would update in due course.

-It was set before the committee that the Town Council's application to the Governments Litter Innovation Fund had been unsuccessful. Work would now begin with the Town Team to consider ideas for other funding streams in the next few weeks.

-Correspondence had been received from Cllr Jason Savage regarding the protection status of the St. Peter's village, he raised concerns that the site did not have official village green status and had not been put forward as a Local Green Space. DISCUSSED the merits and the procedures for bringing a site forward as a village green was put forward by Cllr Matterface. RESOLVED that the Town Clerk and Cllr Jason Savage look into applying to KCC for official village green status for the St. Peter's village green and for Local Green Space status in the TDC local plan.

## **261 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT**

RESOLVED to RECEIVE the periodic financial report 270.

RESOLVED to AUTHORISE payment of accounts schedule number 270.

Cllr Matterface, the Cllr who independently reviews the accounts for payment stated that she hadn't been in to the office to review the payment schedule, but everything had been emailed to her, she had checked the schedule and everything seemed in order.

DISCUSSED Cllr Dexter asked a question regarding the bill for testing the Christmas lighting anchor bolts and whether the bolts had passed the test. The Town Clerk advised that they had passed the test and that despite problems accessing the

electric boxes, the Christmas lights would be going up over the next 2 weeks, this would be after 4pm every day.

## **262 COMMITTEES, SUB-COMMITTEES & WORKING PARTY APPOINTMENTS**

RESOLVED that Cllr B Bayford be appointed to the vacant position on the Leisure and Tourism Sub-Committee for the 2017/18 civic year.

RESOLVED that Cllrs Matterface and Moore be appointed as reserves to the Budget and Audit Assets and Budget Review Sub-Committee for the 2017/18 civic year.

## **263 CT10 CHARITIES TRUSTEES**

RESOLVED that Cllr Dexter, Cllr Matterface, Christine Chappell and Jeff Kirkpatrick will represent Broadstairs & St. Peter's Town Council and sit as trustees on the CT10 Charities Board. This will be for a 5-year term which started in September 2017.

RESOLVED that all future F&GP agendas will include an item 'An update from the CT10 Charities', this will mean that Cllr Matterface can update the Council on any decisions made by the CT10 Charities.

## **264 UPDATE ON PROPERTY PURCHASES**

This item was a confidential item, no members of the public present.

The Chairman provided a verbal update on the property purchases of Retort House and Pierremont Hall. It was also set before the committee that formal notification of TDC's intended disposal of a number of small assets within the town had now been received. Updates will continue to be provided at future meetings.

## **265 LOCAL FACILITIES**

Cllr Bayford explained that following a Visit Kent marketing campaign that visitor numbers to some of the quieter beaches in the area had increased considerably this year. Unfortunately, these quieter beaches, especially Kingsgate Bay did not have any facilities for the visitors, this included lack of toilets, litter bins and lifeguard facilities. This item was DISCUSSED and it was RESOLVED that the lack of facilities at Kingsgate Bay be discussed at a meeting of the Leisure and Tourism sub-committee

## **266 COMMUNITY HALL BUILDING**

The Town Clerk set before the committee the ongoing problems with anti-social behaviour centred around the Community Hall. The issues were increasing week-on-week and something needed to be done to reduce the problems, this was becoming an issue for the staff, including safety, but particularly the extensive amount of time that was being used trying to resolve the issue.

RESOLVED that the Town Clerk apply for listed building consent to attach a security camera to the rear of Pierremont Hall, by the Council Chamber. Advice to be sort from a security firm to advise on the best location for the camera. ACTION Town Clerk to contact Kent Police to see if a mobile security camera can be placed in situ for the mean time.

RESOLVED that the Community Hall should be demolished as soon as possible. Town Clerk to start applying for permission to demolish the building, and

concurrently apply for outline planning permission for a replacement community building within the same built footprint.

ACTION Town Clerk to liaise with TDC environmental health, to establish if the potential health hazards (known asbestos) within the building could make the demolition more of a priority.

ACTION Town Clerk to circulate with Cllrs information from TDC regarding Sitex window protectors and costs, although this might not be needed due to imminent demolition.

## **267 NORMAN ROAD ALLOTMENT TREE WORKS**

RESOLVED that £4000, exclusive of VAT can be spent on tree works to resolve the problems at the Norman Road allotments.

ACTION Christine Chappell to liaise with John Hammond from TDC regarding the works and what needs doing and also to appoint a tree surgeon to undertake the works asap.

## **268 LONE WORKER POLICY**

RESOLVED to APPROVE the lone worker policy attached to these minutes.

## **269 END OF WWI CENTENARY**

DISCUSSED The Town Clerk updated the committee regarding the 'Nations Tribute – beacon lighting' which will take place at 7pm on the 11<sup>th</sup> November 2018. The Town Council had signed-up to take part in the event and Victoria Jenkins was about to start organising this. It was also identified that Bradstow School were undertaking a large prom in Pierremont Park to commemorate the end of WWI and this will take place on the 10<sup>th</sup> and 11<sup>th</sup> November 2018 until 3pm.

DISCUSSED the merits of a permanent memorial was discussed- including the possibility of an arch over the gate posts by the War Memorial, a glass plaque stating the names of the soldiers from Broadstairs who had fought and lost their lives whose names were not included on the War Memorial, both from the War Memorial and from conflicts since WW1. It was AGREED that an archway would look unsuitable and it would be very difficult to manage what names should go on a plaque.

RESOLVED that no money should be put in the budget for a permanent memorial to commemorate the end of the WW1 as it was felt that the Town Council had made sufficient plans to commemorate the 100<sup>th</sup> anniversary.

## **270 CIVIC GRANT REQUEST**

DISCUSSED the Town Clerk gave an update explaining that following the item being deferred from the September F&GP meeting (Minute 178), the gravestone in the St. Peter's churchyard had been surveyed and it was found to be in a safe and satisfactory condition, it was only the metal railings that were in a poor state. Gordon Taylor, the member of the public who had originally requested the civic grant for the repair works to the gravestone was currently requesting quotes from

metal workers and blacksmiths to cover the costs of the railings repair and will report this back to a future meeting so that a decision on a civic grant can be made.

**271 PROPOSED FORWARD AGENDA ITEMS**

Cllr Binks set before the committee that the Town Team had contacted her regarding the steep embankment next to the railway bridge, this bank needed re-landscaping and some of the plants need replacing. Due to the location of the site it would have to be undertaken by a professional. They were looking at a £1500 civic grant to cover this work. RESOLVED that this should be discussed at the next meeting of the Leisure and Tourism sub-committee and reported back to F&GP in January.

Cllr B Bayford requested that the Town Council should agree a set of main objectives, including a vision that the Town Council can work towards and base decisions on.

The date of the next meeting is Monday 29<sup>th</sup> January 2018.

Members of the public present: Yes  
Meeting Closed:8:20pm