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|  | Broadstairs & St Peter’s Town Council |

09 June 2021

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

You are summoned to a meeting of the **Council** to be held in the Council Chamber at Pierremont Hall on **Monday 14th June 2021 at 7pm.**



Kirsty Holroyd

Town Clerk

# AGENDA

1. **APOLOGIES FOR 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. OPENESS AND TRANSPARENCY**

To remind those present of the following:

The right to record, film or broadcast any meetings of the Council, committees and subcommittees is established following the Local Government Audit and Accountability Act 2014.

**4. ELECTION OF DEPUTY CHAIRMAN OF THE COUNCIL FOR 2021/22**

1. **MINUTES**

To approve the minutes of the Council meeting held on 17 May 2021

**6. FINANCE AND GENERAL PURPOSES COMMITTEE**

i)To receive the draft minutes of the meeting held on 24 May and consider any recommendations contained therein

ii) To receive and consider the draft Terms of Reference for the committee

**7. PLANNING COMMITTEE**

To receive the draft minutes of the meeting held on Monday 7 June 2021 and consider any recommendations therein.

**8. ENVIRONMENT SUB-COMMITTEE**

i) To receive the draft minutes of the meeting held on Monday 7 June 2021 and consider any recommendations contained therein.

ii) To receive the Environmental Strategy Action Plan and consider adopting it

**9.** **QUESTIONS AND/OR OBSERVATIONS FORM 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.

**10. COMMUNICATIONS**

To receive such communications as the Town Mayor may desire to lay before the Council.

**11. MEMBERSHIP OF EXTERNAL COMMITTEES**

To receive nominations for representation to external organisations

**12. PAYMENT SCHEDULE**

i) To receive and approve a report concerning payments for the period 1 May to 8 June 2021.

ii) To receive and consider a financial statement detailing income and expenditure year to date

**13. BANK SIGNATORIES**

To consider any necessary changes to bank signatories

**14. Mayoral/civic code**

i) To receive and consider a covering report from the Town Clerk

ii) To receive and consider the Council’s protocol document

**15. MOCKETT’S WOOD UPDATE**

To receive a verbal update from the Clerk

**The following item to be discussed following a resolution to exclude the public under Standing Order 3d due to the confidential nature of the business.**

**16. STAFF MANAGEMENT COMMITTEE**

To receive the draft minutes of the meeting held on Thursday 20 May 2021 and consider any recommendations contained therein

**Members of the public may re-enter the meeting**

**17. PROPOSED FORWARD AGENDA ITEMS**

The date of the next meeting will be 12 July 2021 at 7pm in Pierremont Hall