



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

COUNCIL MINUTES

Monday 11th April 2022

Present: Cllrs R Bailey, R. Binks, R. K. Binks, J Buckley, R Dexter, M Garner, D Parsons, A Rawf, D Saunders, M Saunders.

Town Clerk: Kirsty Holroyd

625. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs P Moore, W Moore, B Bayford and J Bayford. Cllr Savage was absent.

In the absence of the Chairman the Deputy Chairman was due to chair the meeting but declined due to recent ill-health. Nominations were therefore invited for a chairman for the evening.

RESOLVED: that Cllr D Saunders chair the meeting.

626. DECLARATIONS OF INTEREST

None received

627. OPENESS AND TRANSPARENCY

Those present were reminded of 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.

628. MINUTES

RESOLVED: Members approved the minutes of the Council meeting held on 11 February 2022 and they were duly signed as a true record by the chairman.

629. MATTERS ARISING

none

630. QUESTIONS AND/OR OBSERVATIONS FORM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

No member of the public wished to speak.

No question had been received in writing by either the Mayor or the Town Clerk

631. COMMUNITY ASSETS COMMITTEE

i) Members received the minutes of the meeting held on Monday 21 February and considered any recommendations contained therein.

RESOLVED: Members agreed to note

ii) Members received the minutes of the meeting held on Friday 18 March and considered any recommendations contained therein.

RESOLVED: That Henderson Setterfield be employed to undertake tenant management for the Council.

iii) Members received the draft minutes of the meeting held on Monday 4 April and considered any recommendations contained therein.

RESOLVED: members agreed to note.

632. FINANCE AND GENERAL PURPOSES COMMITTEE

Members received the draft minutes of the meeting held on Monday 24 January 2022. The Town Clerk clarified that these minutes had already been received at the Council meeting of 7 February.

633. PLANNING COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 7 February and considered any recommendations contained therein.

RESOLVED: Members agreed to note

ii) Members received the draft minutes of the meeting held on Monday 7 March and considered any recommendations contained therein.

RESOLVED: Members agreed to note

iii) Members received the draft minutes of the meeting held on Monday 4 April and considered any recommendations contained therein.

RESOLVED: Members agreed to note

634. ALLOTMENTS AND LAND COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 28 March 2022 and considered and recommendations therein.

RESOLVED: Members agreed to note

ii) Members received and considered costs for jubilee planting at Pierremont Hall

RESOLVED: that Box Green be asked to provide jubilee planting with summer bedding plants at a cost of £1948.80 plus vat.

635. LEISURE & TOURISM SUB-COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 21 March and considered any recommendations contained therein. The Town Clerk read out the report which had since been received from the Health and Safety Officer at TDC advising against the use of the beacon to mark the platinum jubilee

RESOLVED: That Viking Fireworks be asked whether they might be able to provide a solution using the existing beacon.

ii) Members considered a second round of grant funding.

RESOLVED: that since not all the available funding had been allocated, community groups be invited to apply for a second round of grant funding. Only those who had not already claimed this year may apply.

Councillors considered the issue of the beach tannoy system. It was agreed that it is very useful and the Town Clerk will investigate to see whether quotes for repair can be obtained.

636. ENVIRONMENT SUB-COMMITTEE

i) Members received the draft minutes of the meeting held on Wednesday 30 March 2022 and considered any recommendations therein.

RESOLVED: Members agreed to note

ii) Members received and considered further information on the proposed jubilee seed project.

RESOLVED: that the Civic and Support Officer be asked to undertake the jubilee seeds project at an estimated cost of £800

637. COMMUNICATIONS

i) The Town Clerk read out the report of the Mayor who had attended the Army Cadet open Day on April 9th on behalf of the Council. He had also made the case for a second round of funding as discussed and agreed at minute 635.

The Mayor also wished to request permission from Council to obtain keys for the whole building to permit him to enter at weekends to carry out his duties.

RESOLVED: That the request is reasonable and may be granted.

ii) Members received the report of the Clerk

a) Viking Bay Lift

Now that the offer of £50,000 from the Leader of TDC towards the running of the lift has been formally made to the Town Council, the matter can be considered.

RESOLVED: that the Community Assets Committee be asked to consider whether to accept the offer.

b) Community Payback

Members were made aware of the many successful projects the team had undertaken in the beach and promenade area and asked for suggestions for further projects. The harbour toilets were top of the list and efforts will be made to bring local builders on board to make good the exterior render so that the team can paint before the season starts.

RESOLVED: That the Town Council purchase a good quality cordless jet wash for the team's use at an approximate cost of £150.

c) Mayor's Parlour

The Events and Bookings Manager invited someone to help her choose the artwork to put on the walls of the Mayor's parlour.

RESOLVED: Cllr Ros Binks will assist in this project.

d) HR Issues.

The Clerk reported that all staff had received an inflationary pay rise of 1.75% in line with government recommendations. The Senior Administrative Officer had completed her probationary period satisfactorily and had therefore joined the permanent team.

e) Litter at Tesco Extra

Following comments made at the Town Assembly, the Town Clerk had contacted the store manager who had immediately organised a clean-up of the immediate area. Cllr Garner will be working with him and adjacent businesses to ensure a joined-up approach to litter collection in the future.

f) Surfers against sewage

Beach Clean starting from the harbour ramp, Viking Bay on 22 April at 4pm.

g) KCC Strategic summary

Members had received the summary electronically and were encouraged to comment either through the Town Clerk or through Cllr Binks, KCC Member for Broadstairs.

h) Anti-Social Behaviour at Pierremont Hall

There had been a couple of incidents of ASB at Pierremont Hall over the weekend which had been reported to the police.

i) Sea Cadets Open Day

Members were invited to the event on 23 April.

j) The Town Clerk shared a confidential update on a meeting held with TDC on 4 April 2022.

RESOLVED: that consideration of TDC's long term strategy for public conveniences in Broadstairs and St Peter's be delegated to the Community Assets Committee for consideration.

638. NEIGHBOURHOOD PLAN

Members received and considered the updated proposed community development projects document for inclusion in the second edition of the Neighbourhood Development Plan as per minute 546 iv)

RESOLVED: that the document be approved for use, with the further comment of additional rubbish collections.

639. FINANCE

i) Members received and approved a report concerning payments for the period 3 February 2022 to 31 March 2022. (see attached)

RESOLVED: That the payments be approved

ii) Members received information about works or services authorised between meetings. The Town Clerk read out the payments approved under financial regulation 4.1c, 4.1d and 4.5.

E Saunders	Electrical Installation Condition Report	£280
Ability Decorators	Handrail in the lobby	£265
Dave Atkins	Fire Assembly point installation	£55 per sign
E Saunders	Fix lighting in Retort house – fixed under snagging)	£1200 (not needed
Westgate Security	Additional CCTV camera at Retort House	£252.56
SAMS Ltd	Risk Assessments for Council buildings	£475
EK Fire Protection	Fire evacuation plans	£790
Breakthrough Communications	Report for Neighbourhood Plan	£1145
EK Fire Protection	Extra Fire Extinguishers	£243
Jarman Locks	New lock on Meeting suite & three keys	£271

RESOLVED: That the payments be approved

iii) Members received and approved a report concerning payments for the period 1 April 2022 to 11 April 2022.

RESOLVED: That the payments be approved. (see attached)

iv) Members received and approved the bank reconciliation report up to 31 March 2022.

RESOLVED: That the bank reconciliation be approved and signed by the Chairman of the F&GP committee, Cllr R Binks.

v) Members considered extending the time limit on Fin. Reg 4.1d

RESOLVED: That the time limit be extended until 31 December 2022

640. CALENDAR

Members received the draft calendar of meetings for the civic year 2022-2023.

RESOLVED: That the calendar be approved for implementation in the coming year.

641. VINCENT CLOSE PARK

Members received a proposal from Cllr Garner to purchase picnic benches for the community to use in the park.

RESOLVED: That two benches be purchased at a cost of £830

Members also discussed the fact that originally the land at the southern end of Pierremont Hall was designated as a community garden with benches and planters to be positioned there. The Town Clerk will pursue this project.

642. ANNUAL MEETING Monday 16 May 2022

Members considered the format of the meeting

RESOLVED: that the meeting follow the same format as last year and take place in Pierremont Hall with the recipients of the Mayoresses Cup and the Millennium Cup to be invited and refreshments to be served at the end.

643. BEACH SECURITY

Members were due to receive a service level agreement concerning the agreed service but this had not yet been received from the supplier. It was noted that the personnel patrol more than just the beaches and that the term coastal wardens was more apt.

644. INTERNAL AUDITOR'S INITIAL AUDIT REPORT

Members received the report and considered the recommendations. Councillors were pleased to see the report was detailed and robust.

RESOLVED: Members agreed to accept the report.

645. STANDING ORDERS

Members reviewed the Council's Standing orders. Members agreed that the document ought to be reviewed regularly even though it was the NALC model document and no legal amendments had been announced since it was last approved.

RESOLVED: That Cllrs Binks and Dexter will review the document with the Town Clerk

646. DATE OF NEXT MEETING

The Annual Council Meeting will take place at 7pm on Monday 16 May at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 20.54