



Broadstairs & St Peter's Town Council

8 June 2022

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 13 June 2022 at 7pm.**

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. **MINUTES**

To approve the minutes of the Council meeting held on Monday 16 May 2022

5. **MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

6. **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.

7. **COMMUNITY ASSETS COMMITTEE**

i) To receive the minutes of the meeting held on Monday 23 May 2022 and consider any recommendations therein

ii) To receive and consider a nomination for Cllr Garner to join the committee

8. **FINANCE AND GENERAL PURPOSES COMMITTEE**

i) To receive the draft minutes of the meeting held on Monday 30 May 2022 and consider any recommendations therein

ii) To receive notification that Cllr David Parsons no longer wishes to sit on this committee

iii) To receive and approve the Risk Management Assessment as recommended by the committee at the meeting of 25 April 2022 min 655

9. PLANNING COMMITTEE

i) To receive the minutes of the meeting held on Monday 6 June 2022 and consider any recommendations therein

ii) To receive and approve the draft Terms of Reference

10. ENVIRONMENT SUB-COMMITTEE

To receive the draft minutes of the meeting held on Wednesday 4 May 2022 and consider any recommendations therein

11. 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.

12. ACCOUNTS 2020-2021

i) To receive the Annual Governance and Accountability Return 2021/22

ii) To review the effectiveness of the system of internal control (page 4)

iii) To consider the signing of the Annual Governance Statement 2021/22- section 1 (page 4)

iv) To consider the accounting statements for 2021/22 – section 2 (page 5)

v) To receive the following supporting documents

a) Year End Working document 1 April 2021 – 31 March 2022

b) Balance Sheet at 31 March 2022

c) Bank reconciliation at 31 March 2022

13. FINANCE

i) To receive and approve a report concerning payments for the period 17 May 2022 to 8 June 2022.

ii) To receive information about works or services authorised between meetings

iii) To receive and approve a report concerning payments for the period 9 June 2022 to 13 June 2022.

14. PRIVATE MOTION

To receive and consider a motion from Cllr Garner concerning graffiti in the town

15. HEALTH AND SAFETY POLICY

To review an existing policy and establish whether it is still fit for purpose

16. DATE OF NEXT MEETING

The next Council meeting will be held on Monday July 2022 at 7pm in Pierremont Hall.

