



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

COUNCIL MINUTES

Monday 13th June 2022

Present: Cllrs R Bailey, B Bayford, J Bayford, R. Binks, R. K. Binks, J Buckley, R Dexter (Chairman), M Garner, D Parsons, A Rawf, D Saunders, M Saunders, J Savage

Town Clerk: Kirsty Holroyd

22. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs P Moore and W Moore.

23. DECLARATIONS OF INTEREST

None received

24. OPENNESS 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.

25. MINUTES

RESOLVED: That with a small amendment to minute 9 so that it reads

RESOLVED: Members agreed to *approve* [the minutes of the meeting held on 11 April], **the minutes of the Council meeting held on 16 May 2022 can be approved and duly signed as a true record by the chairman.**

26. MATTERS ARISING

Min 7: The Clerk reported that although the minute states the subscription fee for annual membership of Action with Communities in Rural Kent to be £35, when the invoice was received it requests payment of £170.

RESOLVED: That councillors wish to subscribe nonetheless.

Min 17: Anti-Social Behaviour: Cllr R Binks asked for an update on whether TDC had offered a date for a multi-agency meeting. The Town Clerk confirmed that despite her repeated requests no date had yet been proposed.

RESOLVED: The Town Clerk and TDC cabinet members will continue to apply pressure for a meeting of all stakeholders, to include British Transport Police.

27. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

Two members of the public attended and spoke for three minutes each on the importance of Viking Bay lift to residents and visitors to the town.

The matter was due for discussion later in the evening under item 7 but councillors took the opportunity to exchange views on the running of the lift and the benefits it could bring versus the ongoing financial responsibility.

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

The two members of public left the meeting.

28. COMMUNITY ASSETS COMMITTEE

i) Members received the minutes of the meeting held on Monday 23 May and considered the recommendation at minute 9 that the decision over whether to take over the running of Viking Bay lift be taken by full council.

RESOLVED: That the matter will be discussed at the next Council meeting.

ii) Members received and considered a nomination for Cllr Garner to join the committee.

RESOLVED: That the nomination be approved.

29. FINANCE AND GENERAL PURPOSES COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 30 May 2022. The Town Clerk reported that she had not yet instructed the removal of the road plate at Albion Street car park and would not do so until she had an acknowledgement from TDC that they understood that was the intention of Council. The name of an officer for her to contact was supplied. It was noted that Cllr Jill Bayford wished to join the committee.

RESOLVED: That the nomination be approved.

ii) Members received notification that Cllr Parsons no longer wished to sit on this committee.

iii) Members received the Risk Management Assessment as recommended by the committee at the meeting of 25 April 2022.

RESOLVED: That the document be approved.

30. PLANNING COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 6 June and considered any recommendations contained therein.

RESOLVED: Members agreed to note

ii) Members received the draft Terms of Reference for the committee

RESOLVED: Members agreed to approve.

31. ENVIRONMENT SUB-COMMITTEE

i) Members received the draft minutes of the meeting held on Wednesday 4 May 2022 and considered any recommendations therein.

RESOLVED: Members agreed to note

32. COMMUNICATIONS

i) The Town Mayor reported that he has asked the Reverend Philip Musindi of St Andrews's Church in Reading Street to be the Mayor's Chaplain this year.

ii) The Town Clerk reported that she had received the information that ITV's Good Morning Britain would be transmitting its weather reports from Viking Bay the following morning.

33. ACCOUNTS 2021-22

i) Members received the Annual Governance and Accountability Return 2021/22. The Town Clerk reported that the Independent Internal Auditor had already signed off his section on page three. He had been obliged to tick "no" to the objective *The authority has complied with the publication requirements for 2020/21 AGAR* because the Town Clerk had been unable to supply proof of the exact date the AGAR was published online last year. She will ensure proof is obtained this year.

ii) Members reviewed the effectiveness of the System of Internal Control and considered each of the assertions separately.

RESOLVED: Members were able to sign yes to each of the assertions.

iii) Members considered signing of the Annual Governance Statement 2021/22

RESOLVED: that the Annual Governance Statement be signed by the Chairman of this meeting.

iv) Members considered the accounting statements for 2021/22. The Town Clerk provided an explanation for the difference between the values of the Council's fixed assets for this year compared with last. It is due to the fact that the original purchase value ought to be recorded here, not the insurance value as previously believed.

RESOLVED: that the Chairman of this meeting sign the Accounting Statements on behalf of the Council

v) Members received 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

RESOLVED: Members agreed to note.

34. FINANCE

i) Members received and approved a report concerning payments for the period 17 May 2022 to 8 June 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: Additional emergency work at Retort House @ £750 plus vat
- Cinque Ports Construction additional payment for galvanised steel plates which have increased since the original quote was approved @ £990 plus vat

RESOLVED: That the payments be approved

iii) Members were due to receive and approve a report concerning payments for the period 8 June when the agenda was sent out to 13 May 2022. However no further payments had been processed in this time.

35. PRIVATE MOTION

Members received a proposal from Cllr Mike Garner concerning the creation of a task force to assist in the reporting and the removal of graffiti around the town. It was noted that the idea is already logged on the Environment Sub-committee's action plan.

RESOLVED: that the proposal be developed further and brought back to the next meeting with full associated costs.

36. HEALTH AND SAFETY POLICY

Members reviewed an existing policy and the Town Clerk's recommended changes.

RESOLVED: that with the recommended changes applied the document is fit for purpose. The Clerk will attend additional training in the near future and report back afterwards if further amendments are necessary.

37. DATE OF NEXT MEETING

Monday 11 July at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 21.13