



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 12 December 2022 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs R Bailey, B Bayford, J Bayford, R. Binks, R K Binks, J Buckley, R Dexter (Chairman), M Garner, P Moore, W Moore, A Rawf, D Saunders & M Saunders.

Town Clerk: Kirsty Holroyd

Before the meeting commenced, the Chairman, Cllr Dexter welcomed everyone and drew their attention to the openness and transparency legislation confirmed in several notices around the room.

111. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllr D Parsons & J Savage

112. DECLARATIONS OF INTEREST

None received

113. MINUTES

RESOLVED: That, the minutes of the Council meeting held on 14 November 2022 can be approved and duly signed as a true record by the chairman.

114. MATTERS ARISING

Min100. The Town Clerk explained that although a report regarding the land to the front of Pierremont Hall was being complied by officers as requested, in the short term the existing fence would have to be removed as it was rotten and in danger of falling over. A new fence can be reinstated at a later date, should councillors wish.

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

None received

116. PLANNING COMMITTEE

i) Members received the minutes of the meeting held on Monday 5 December 2022.

RESOLVED: Members agreed to note

ii) Members considered approving the submission of the second edition of the Neighbourhood Development Plan (regulation 16) to TDC with the addition of the map of Callis Court Road showing 5 areas of high townscape value in Appendix 3 (previously omitted) as per the planning committee's recommendation.

RESOLVED: That the submission of the Plan be approved.

117. FINANCE AND GENERAL PURPOSES COMMITTEE

Members received the notes of the informal meeting held on Thursday 8 December 2022.

RESOLVED: Members agreed to note.

118. COMMUNITY ASSETS COMMITTEE

Members received the draft minutes of the meeting held on 21 November 2022 and considered the recommendation at minute 35b. Cllr Moore did not feel it was appropriate to advise in a professional capacity but considered that for reasons of safety any external building ought to be linked to the main building. He suggested a third party be asked to advise.

RESOLVED: Members agreed to note.

119. COMMUNICATIONS

i) The Chairman wished to invite members to join him and the Mayoress for refreshments after the meeting to celebrate the final meeting of the year.

ii) The Town Clerk updated members on the following items:-

- A van had been found and was due for delivery on Monday 19 December. Total cost £9200 incl. vat, service plan, warranty and road tax.
- Christmas closure arrangements: Office to be closed from 4pm on Thursday 22 until 9am on Tuesday 3 January.
- The Operations Officer had identified that the artwork in the basement was in danger of becoming affected by damp.

RESOLVED: Artwork to be moved into upstairs office space and decisions made about its future.

120. FINANCE

i) Members received and approved a report concerning payments for the period 15 November 2022 to 7 December 2022. (see attached)

RESOLVED: That the payments be approved

ii) Members received information about works or services authorised between meetings under financial regulation 4.1c, 4.1d and 4.5.

- Venture Telecom: £714 plus vat to extend the wi-fi in Retort House
- Westgate Security £207 plus vat additional CCTV camera in Retort House lobby
- Westgate security - £420 for Fire Zone Plan for Retort House

- Ramsgate Glass £720 for toughened glass and vents in windows of security room and chamber kitchen
- EK Fire Protection: £290 for fire extinguishers Princess Victoria Suite

iii) Members received and approved a verbal report concerning payments for the period 7 December when the agenda was sent out to 12 December 2022. (see attached)

RESOLVED: That the payments be approved.

iv) Members received notification of three further contracts entered into and considered adding them to the list of payments approved under Financial Regulation 5.6 and 6.6 as appropriate.

- O2 Staff mobile phones £168 per month plus vat

RESOLVED: Councillors considered this too expensive and asked the Town Clerk to cancel the arrangement if possible. The Town Clerk stated the phones were necessary to comply with GDPR and lone working requirements but would discuss with colleagues whether some of them could relinquish their phones and share a "duty phone".

- Hopkins AED Monthly service and check of defibrillators £189 plus vat per annum per unit

RESOLVED: That the arrangement was acceptable and could be added to the list of pre-approved payments.

- VR Sani-Co ltd: servicing of sanitary bins and bathroom supplies at Retort House £900 per annum. Councillors considered this excessive and asked why the work could not be undertaken by the Operations Officer. The Town Clerk replied that due to the nature of the waste it was necessary to be removed by a specialist company.

RESOLVED: The Town Clerk will enquire as to whether some elements could be carried out by the Operations Officer.

121. PIERREMONT HALL REGULAR CLEANING CONTRACT TENDER

Members received information concerning the contract and discussed which members would like to be involved in evaluating the tenders after the closing date of 16 December and subsequently appointing a cleaner.

RESOLVED: That this responsibility be delegated to the Town Clerk. Henderson Setterfield to be consulted to ensure prices are competitive.

122. THE CORONATION OF KING CHARLES III

Members considered establishing a working party to oversee and co-ordinate an event to mark the occasion as recommended by the Leisure and Tourism Sub-committee at the meeting of 28 November 2022. (min 14 iv)

RESOLVED:

- That an indicative figure of £10,000 be added into the draft budget at the F&GP budget meeting of 6 January 2023.**

- ii) **That a Town Forum be arranged to discuss arrangements and plans other organisations may have made.**

123. THANET DISTRICT COUNCIL

To receive a report from the Town Clerk on a meeting with TDC officers to discuss various projects at Viking Bay.

RESOLVED: That the Town Clerk continue discussions with officers about proposed improvements but decisions cannot be made until full costings are received.

124. NALC AND SLCC CIVILITY AND RESPECT PLEDGE

i) Members received information concerning an Early Day Motion to support Civility and Respect

RESOLVED: Members agreed to note

ii) Members considered writing to the MP to request he sign the EDM

RESOLVED: Members agreed that the Town Clerk should write to the MP using the template supplied by SLCC.

The following item was discussed after a resolution to exclude the public under standing order 3d due to the confidential nature of the business.

125. TENANTS' ISSUES

The Town Clerk reported that although the tenants appeared to have accepted the Council's proposal for a fairer distribution of service charges as reported at minute 96, an email had been received that day listing numerous further objections and demands. The matter was being dealt with by the management company and the Town Clerk will keep members informed.

126. STAFF MANAGEMENT SUBCOMMITTEE

i) Members received the minutes of the meeting held on Friday 25 November 2022 and consider any recommendations therein.

RESOLVED: Members agreed to note.

ii) Members received and approved the Absence and Leave policy. There was a query over whether paid leave should be granted for study which could benefit a member of staff rather than the Council.

RESOLVED: That the Town Clerk cross reference this document with the Council's Training Policy to ensure this is not the case.

Town Clerk
Meeting closed at 21.00

Signed _____

Date _____