



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 13 February 2023 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs R Bailey, B Bayford, J Bayford, 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.

142. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllrs R Binks, R.K. Binks, Buckley, Parsons and Savage.

143. DECLARATIONS OF INTEREST

None received

144. MINUTES

RESOLVED: That, the minutes of the Council meeting held on 16 January 2023 can be approved and duly signed as a true record by the chairman.

145. MATTERS ARISING

Min 140. The Town Clerk reported that it was necessary to start charging vat on our taxable supplies. In order to ease the administrative burden, officers suggested vat be applied from 1 April 2023. People enquiring about hiring space were currently being advised that tax would apply but those bookings already made would be honoured at the lower price. All agreed.

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

None received

147. PLANNING COMMITTEE

Members received the draft minutes of the meeting held on Monday 6 February 2023.

RESOLVED: Members agreed to note

148. FINANCE AND GENERAL PURPOSES COMMITTEE

Members received the draft minutes of the meeting held on Friday 30 January 2023.

RESOLVED: Members agreed to note.

149. COMMUNITY ASSETS COMMITTEE

Members received the draft minutes of the meeting held on Monday 23 January 2023 and considered any recommendations therein. The Town Clerk asked for permission to pay 50% costs upfront to the contractor assigned to undertake the fire alarm extension to the Cottage and the Music Room.

RESOLVED: That the Town Clerk query why this is has been requested and agree to quarterly staged payments if absolutely necessary.

150. COMMUNICATIONS

i) The Chairman wished to invite members to join him and the Mayoress for his Civic Service at St Andrews Church at 10am on Sunday 19 February 2023.

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

- The annual membership of the Society of Local Council Clerks was due.

RESOLVED: That the membership be renewed at a cost of £337

- Community Payback had asked for potential projects for them to complete around the town in 2023. Members suggested sweeping of footpaths and alleyways as well as the repainting of the benches and fences in Pierremont park. The Town Clerk will communicate this to the team and members can add to the list whenever they notice additional potential projects.

- Probe Security had provided a Service Level Agreement for the provision of beach security over the summer season.

RESOLVED: That the money had been allocated in the budget and the Town Clerk could therefore agree to the arrangement and finalise the SLA.

- The Mayoral account was superfluous to requirements under new protocols and officers therefore advised it was closed.

RESOLVED: That the account be closed and the balance of £235.21 paid to Youth Zone – one of the former Mayor's chosen charities.

- The amount of chopped wood containing Sooty Bark disease in Mockett's Wood was causing some alarm to some of the volunteers even though the Council's arboriculturist and tree surgeon had both reported there was no need to remove it. Removal would cost £1700.

RESOLVED: That the Town Clerk research companies who might be interested in collecting it for burning.

- The beacon basket although safely stored, had been used recently to start a fire in the park which had resulted in the Fire Service attending. Members discussed long term plans for the basket.

RESOLVED: That a second quote for its repair be sought and that in the meantime it be kept in the basement. Future discussions on the issue to be held by Council not a committee.

- Meetings to discuss the disability access improvements at Viking Bay had continued and three fully costed options were being considered. Plans would be with this council for consideration shortly. The Town Clerk confirmed that whilst she had yet to receive written confirmation of the £25,000 which the Leader of TDC had pledged to the project, TDC officers had assured her that the sum was included in the finance package.

151. FINANCE

i) Members received and approved a report concerning payments for the period 11 January 2023 to 7 February 2023. (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.

- E Saunders £365 plus vat to install the defibrillator at Pierremont Hall
- Hi Dam Access annual clean of algae from Pierremont Hall exterior £900 plus vat
- Westgate Security to drop CCTV equipment from security office into the basement £525 plus vat

iii) Members received and approve a verbal report concerning payments for the period 7 February when the agenda was sent out to 13 February 2023 as follows:-

| | |
|---------------|--------|
| Take Payments | £36.00 |
| Barclaycard | £6.11 |

152. THE CORONATION OF KING CHARLES III

Members received a report on the work of the Advisory Group. There were no recommendations to consider but Cllr Ruth Bailey was able to report that good progress was being made and a full events programme covering Saturday 6 May until Monday 8 May would be revealed shortly.

153. ANNUAL TOWN ASSEMBLY – Monday 13 March

Members agreed the Assembly should follow the same format as last year but be held at Retort House if possible. The Town Clerk will enquire as to whether the groups who have hired it can be moved.

154. TOWN FORUM

Members agreed that since the forum had been brought forward to 11 January to discuss the Coronation, there was no need to hold another in

February as scheduled.

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

155. STAFF ISSUES

Members received feedback from Cllr Jill Bayford on the Town Clerk's annual appraisal. Cllr Bayford reported that the appraisal had been carried out by her and Cllr Mave Saunders, that the process had been useful and that they were satisfied the Town Clerk could move one point up the salary scale as her contract states.

RESOLVED: All in agreement.

156. BUDGET 2023-24

Members received and considered the recommendation of the Finance and General Purposes Committee and received copies of the draft budget, suggested top-up figures to the reserves and the resulting effect on council tax.

RESOLVED:-

- i) That £38,398 be added to the six month's running costs to top them back up.**
- ii) That £71,548 be added to general contingencies.**
- iii) That anticipated income be used to offset expenditure**
- iv) That anticipated underspend be used to offset expenditure.**
- v) That once these factors are applied the total resource requirement is £739,195**
- vi) That a total resource level of £739,195 be requested which results in a Band D Council Tax of £75.41. This represents a 5% increase on the current year or £3.59 per annum on the average Band D property.**
- vii) That the final figure requested be increased by £85.00 in order to make it divisible by 9 as requested by TDC.**

157. TENANT ISSUES

The Town Clerk reported that several tenants had still not paid their service charge bills despite indications to the contrary in November.

158. LEGAL ISSUES

Members received draft initial advice from the Council's solicitor.

RESOLVED:

- i) That the advice be followed in order to bring the situation to a resolution.**
- ii) That members of staff be advised to continue to log any incidents of harassment.**

Members of the public, had any been in attendance, would have been permitted to re-enter the meeting.

159. DATE OF NEXT MEETING

Monday 17 April 2023 at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 20.00

Signed _____

Date _____