



# Broadstairs & St Peter's Town Council

## COMMUNITY ASSETS COMMITTEE MINUTES

**Monday 22 May 2023 at 7pm in the Council Chamber, Pierremont Hall**

Present:, Cllrs J Bright, K Bright, M Garner, C Leys, C Kemp, A Munns, J Nicholls  
Town Clerk: Kirsty Holroyd

**60. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR 2023-24  
RESOLVED:**

- i) That Cllr K Bright be appointed Chairman of the committee.**
- ii) That Cllr Garner be appointed Vice Chairman of the committee**

**61. TERMS OF REFERENCE**

Members received the existing document and considered whether it is still fit for purpose.

**RESOLVED:**

- i) That the document no longer fits the aims of the committee and contradicts some of the Council's other documents.**
- ii) That the Town Clerk will draft a new document, liaise with Cllrs K Bright and Garner and present the updated document at the next meeting.**

**62. APOLOGIES FOR ABSENCE**

Apologies with reason were accepted from Cllr G Rusiecki.

**63. DECLARATIONS OF INTEREST**

Cllr Munns wished to put on record that he has previously had professional dealings with Jeremy Parkin of Henderson Setterfield Management Company.

**64. MINUTES**

Members received the minutes of the meeting held on Tuesday 28 March 2023. It was noted that none of those present had been at the previous meeting and the minutes could not be signed as a true record by the chairman. However, it was noted that each of the previous resolutions was due to be discussed again in detail at this meeting.

**65. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA  
none**

**66. OVERVIEW OF THE COUNCIL'S BUILT ASSETS**

i) Members received plans of Pierremont Hall and a brief overview of the refurbishment to date.

**RESOLVED: Members agreed to note.**

ii) Members received and considered a quote to replace the fire doors in the Viking Suite. The Town Clerk explained that although five companies had been approached only one was willing to provide a quote to carry out the works.

**RESOLVED: That the fire doors be replaced by Cinque Ports Construction at a cost of £2100 plus vat.**

iii) Members considered the best use for the recently vacated and redecorated Music Room.

**RESOLVED: That Henderson Setterfield be asked to market the room as a long term let. Potential lessees to be considered by this committee at the next meeting.**

#### **67. VIKING BAY ACCESSIBILITY PROJECT**

The Town Clerk reported that she had received a start date of 31 May from TDC along with assurances that disruption would be kept to a minimum and the existing boardwalk left accessible until the new one was nearing completion.

**RESOLVED:**

**i) That accessibility issues – to include dropped kerbs and accessible toilets amongst other measures - stay as a focus for this committee.**

**ii) That accessibility issues form the focus of the next Town Forum.**

#### **68. PIERREMONT HALL: PHASE 3**

Members received a brief overview from the Town Clerk and considered converting the basement of Pierremont Hall into usable space. They also considered how best to establish potential uses for it.

**RESOLVED: That all councillors must have sight of the space before deliberations can begin. The Facilities Manager to arrange viewings over the coming week with each councillor.**

#### **69. ISSUES IN ALBION STREET CAR PARK**

Members received a verbal report from the Town Clerk who explained the £4500 had been offered to TDC as agreed as 50% of the repair costs.

**RESOLVED: That the Chairman will contact the portfolio holder responsible for such works in order to bring the matter to a conclusion as soon as possible.**

*8.05pm Cllr Nichols had to leave the meeting due to a prior engagement*

#### **70. THE STAGECOACH**

Members received a verbal update on the transfer of the stagecoach from Crampton Tower to Hornby 1::1 museum. The Town Clerk confirmed that the licence had been checked and signed and that the Stagecoach would remain the property of the

Town Council. A plaque affixed to the vehicle will announce the fact that the Stagecoach is on loan from the Town Council.

**RESOLVED: Members agreed to note.**

*Information sent via email the following morning: date for transfer is set as 9.30 am on Thursday 29 June 2023.*

**71. DEFIBRILLATORS**

Members received an update on the Council's four defibrillators and considered how best to maintain and inspect them.

**RESOLVED: That all four defibrillators be brought under the maintenance and inspection programme of Hopkins+ at a total cost of £756 plus vat per annum.**

*The following business was undertaken in accordance of the provision of standing order 3d with a resolution made to exclude the public due to the confidential nature of the business.*

**72. TENANTS' ISSUES**

Members received a confidential report detailing all outstanding issues.

**RESOLVED: Members reaffirmed their support to ensure the full payment of all outstanding bills.**

*Members of the public, had any been present were permitted to re-enter the meeting*

**73. DATE OF NEXT MEETING**

Members considered and agreed changing the time of the meeting to 6pm on a permanent basis in order that some members can accommodate another meeting on the same evening.

**Monday 19 June 2023 at 6pm in the Council Chamber, Pierremont Hall**

Meeting closed at 8.55 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_