



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

COUNCIL MINUTES

Friday 20th March 2020

Present: Cllrs, Bailey, B Bayford, J Bayford, R Binks, Garner, P Moore (Chair),

Town Clerk: Danielle Dunn

415 APOLOGIES FOR ABSENCE

R. K. Binks, Buckley, Dexter, W Moore, Parsons, Rawf, D Saunders, M Saunders, Savage

416 DECLARATIONS OF INTEREST

None

417 MINUTES

RESOLVED to APPROVE and Chairman to sign the minutes of the Council Meeting held on Monday 27th January 2020. Proposed Cllr. R Binks, seconded Cllr B Bayford, agreed

418 MINUTES OF COMMITTEES

RESOLVED to receive the Minutes of the following Committee Meetings

- Community Assets Committee 13th February 2020 (confirmed) and the 12th March (unconfirmed)
- Planning Committee 3rd February (confirmed) and 2nd March 2020 (unconfirmed)
- Finance and General Purposes Committee, 27th January 2020 (unconfirmed)
- Leisure and Tourism sub-committee 24th February (unconfirmed)

Proposed Cllr. R Binks, seconded Cllr B Bayford, agreed

419 MINUTES OF ANNUAL TOWN ASSEMBLY

RESOLVED to RECEIVE the minutes of the Annual Town Assembly held on the 11th March 2019, due to the cancellation of the 2020 Annual Town Assembly. Proposed Cllr. B Bayford, seconded Cllr P Moore, agreed.

DISCUSSED Town Council to await updates from NALC regarding this statutory meeting.

420 CHAIRMAN'S COMMUNICATIONS

None

421 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT

RESOLVED to RECEIVE the periodic financial report for the period 25th January-17th March 2020 and the budget comparison for the period the 1st April 2019-17th March 2020. Proposed Cllr. B Bayford, seconded Cllr Bailey, agreed.

422 ANNUAL COUNCIL MEETING AND MAYOR FOR NEXT CIVIC YEAR

Following Government Guidance on the Covid-19 outbreak and large public gatherings.

RESOLVED to postpone the Annual Council Meeting (ACM) which was due to be held on the 18th May 2020 until a new ACM can be convened.

RESOLVED that Cllr Paul Moore to remain as Mayor and Chairman of Broadstairs & St. Peter's Town Council, until a new Annual Council Meeting can be convened. Proposed Cllr R Binks, seconded Cllr Bailey, agreed.

423 PLANNING COMMITTEE

RESOLVED that the Planning Committee is not convened during the Covid-19 outbreak. Any discussion regarding relevant planning applications that Members feel should be 'called-in' should be sent to the Chair of the Planning Committee so that a Town Council Response can be circulated to all members of the committee for comment and then submitted to TDC within the statutory deadlines. Proposed Cllr B Bayford, seconded Cllr P Moore, agreed.

424 COMMUNITY ASSETS COMMITTEE

RESOLVED that the Community Assets Committee is not convened during the Covid-19 outbreak and any discussion is circulated via email and powers are delegated to the Town Clerk, with the support of the Chair of the Community Assets Committee, regarding any matters pursuant to the Community Assets Committee during this time. Proposed Cllr B Bayford, seconded Cllr P Moore, agreed

425 FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED that the F&GP Committee is not convened during the Covid-19 outbreak and any discussion is circulated via email to all members and powers delegated to the Town Clerk, with the support of the Chair of the F&GP, regarding any matters pursuant to F&GP Committee during this time. Proposed Cllr B Bayford, seconded Cllr J Bayford, agreed

426 SUB-COMMITTEES

RESOLVED that the sub-committees of Broadstairs & St. Peter's Town Council are not convened during the Covid-19 outbreak.

RESOLVED that any discussion required, is circulated via email to Councillors and powers delegated to the Town Clerk to respond and deal with issues pursuant to the sub-committees. Proposed Cllr B Bayford, seconded Cllr R Binks, agreed

427 ANNUAL GOVERNMENT AND ACCOUNTABILITY STATEMENT

RESOLVED that power is delegated to the Town Clerk to submit the internally audited AGAR document to the external auditors PKF Littlejohn if meetings have not convened before the statutory submission dates.

RESOLVED that all AGAR documents are circulated to Councillors via email prior to submission. Proposed Cllr B Bayford, seconded Cllr Bailey, agreed

428 PIERREMONT PHASE II

Ref Min: 407

RESOLVED that power is delegated to the Chairman of the Community Assets and the Town Clerk for the final decision on which contractor to use for the Pierremont Hall Phase II works. All updates to be circulated to the Community Assets committee for their comment prior. Proposed Cllr Garner, seconded Cllr P Moore, agreed

429 CALENDER OF MEETINGS

This item to be deferred until a future meeting of the Council.

430 RECIPIENTS OF ANNUAL CUPS AND TROPHIES

This item to be deferred until a future meeting of the Council.

431 EVENTS MANAGER REPORT

RESOLVED to receive the Event and Booking Managers Report.

RESOLVED to cancel the VE Day celebrations due to be held at Pierremont Park on the 8th May 2020.

Proposed Cllr P Moore, seconded Cllr Bailey, agreed

ACTION to look if our insurance will cover any losses incurred.

432 PROPOSED HIRE CHARGES

RESOLVED to update the hire charges for Pierremont Hall previously agreed on the 11th November F&GP meeting 2020. Hire Charges to be as follows and reviewed annually:

Mayor's Parlour: Monday – Friday: From 08:00 – 20:00 £20 per hour

The Council Chamber: Monday – Friday: From 08:00 – 22:00 £40 per hour

Saturday – Sunday: From 10:00 until midnight £55 per hour

Proposed Cllr R Binks, seconded Cllr Bailey, agreed.

433 SIGNATORY FOR TOWN MAYOR ACCOUNT

RESOLVED that the Deputy Town Clerk becomes a signatory on the Town Mayor's Bank Account.

RESOLVED that Cllr M Garner will review the Town Mayor's account and the banking procedures for this account and report back if necessary.

Proposed Cllr Bailey, seconded Cllr R Binks, agreed.

434 EAST KENT RAPE CRISIS

RESOLVED that a letter is written to Ramsgate TC stating that BSPTC support the cause but any decision on grant funding would need to be deferred until a future Council meeting when more members were present.

The letter should query why TDC and the Margate Charter of Trustees have not been asked to contribute funding as the resource is used Thanet wide. Ramsgate TC should be asked to supply the report which sets out the requirements for more funding. Proposed Cllr B Bayford, seconded Cllr P Moore, agreed.

435 TOWN SERGEANT ROLE

RESOLVED that the Town Clerk reviews the role of the Town Sergeant and noting the current situation with the Covid19 outbreak is delegated the power to advertise and recruit a new Town Sergeant at an appropriate time. Proposed Cllr R Binks, seconded Cllr J Bayford, agreed.

436 ASSET REGISTER

RESOLVED to approve the attached Asset Register, with the addition of the large chandelier in the entrance hall. Proposed Cllr R Binks, seconded Cllr J Bayford, agreed.

437 DICKENS HOUSE MUSEUM

Ref: Min 387

RESOLVED that due to the current situation with the Covid-19 outbreak that the Town Council does not match fund the honorarium payment given to the curator of the museum, due to the uncertainty in opening any tourism asset during the summer 2020. However, the Town Council agree to continue with a £2000 grant, previously offered by the Town Clerk under her delegated powers, this to be awarded on the successful appointment of a new curator only.

Proposed Cllr P Moore, seconded Cllr J Bayford, agreed.

438 COMMUNITY LAND TRUST

DISCUSSED Cllr Mike Garner as the Town Council's representative on the Community Land Trust gave the Council the following update:

- The CLT was part of a national organisation and had now received incorporated status.
- The CLT had received a grant from TDC to employ a fundraising person to apply for grants for their work.
- The CLT were looking at land or old property that could then be updated or built on to provide housing at a fair rent.
- No further meetings of the CLT had yet been diarised.

439 BENCH AT MOCKETT'S WOOD

RESOLVED that following the Broadstairs & St. Peter's Horticultural Society being dissolved, a bench could be placed in Mockett's Wood to commemorate the Society. The bench to be paid for and maintained by the former members of the horticultural society.

440 AOB

RESOLVED that following a request from the Thanet Citizen's Advice Bureau regarding their appeal to provide a new debt advisor for Thanet. That £1000 is donated to the appeal out of the remaining 2019-20 Grant budget.

Discussed that a letter is sent to the CAB telling them that all future funding requests should be submitted in November as part of the Town Council grant application process.

Proposed Cllr P Moore, seconded Cllr J Bayford, agreed.

DISCUSSED that the Spring Food Festival had contacted the Town Council, stating that the event had now been cancelled. They queried whether they would still be eligible for the grant as they had already paid significant sums for the event. The Town Clerk has responded stating that in accordance with the grant conditions, the grant would not be paid on the 1st April, as the funding may need to be redirected elsewhere. However, the Council would review this towards the end of the Civic Year as many other events may also be cancelled.

RESOLVED that in order to clarify the booking conditions of the bands that have been booked on the bandstand for the summer season 2020, any cancellations made by the Town Council would be paid at 50% of the booking fee.

Town Clerk
Meeting closed at 10:34am

Meeting was recorded: ~~yes~~/no
Members of the public were present: ~~yes~~/no
Members of the press were present: ~~yes~~/no