



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 28 October 2024 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs J Bayford, J Bright, K Bright, R Farooki, M Garner, J Hobson, C Leys, P Moore, A Munns, J Nichols, E Orhan, K Pressland & S Roberts.

Town Clerk: Kirsty Holroyd

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

491. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllrs Kemp and Rusiecki.

492. DECLARATIONS OF INTEREST

None received

493. MINUTES

RESOLVED: That the minutes of the Council meeting held on 30 September 2024 can be approved and duly signed as a true record by the Chairman.

494. MATTERS ARISING

Min 489: the Town Clerk reported that despite the resolution staff contracts cannot be so easily changed. In the interests of simplicity she had asked each staff member to read and sign a letter confirming that they understand pay increments are not automatic and the onus is on them to demonstrate satisfactory performance. All had done so.

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

Two members of the public attended to ask for assistance in overturning the Secretary of State's decision not to award listed building status to Buckmaster House. Councillors agreed that the building is not only of aesthetic and historic value but of community value too and should be saved if possible. Cllr Bright agreed to contact the MP and to speak to the planning department at TDC once again.

496. PLANNING COMMITTEE

Members received the minutes of the meeting held on Monday 7 October 2024.
RESOLVED: Members agreed to note.

497. FINANCE AND GENERAL PURPOSES COMMITTEE

Members received the minutes of the meeting held on Monday 14 October 2024.
RESOLVED: Members agreed to note.

498. ALLOTMENTS AND LAND COMMITTEE

Members received the minutes of the meeting held on Monday 21 October 2024.

RESOLVED: That the post of part-time fixed term Woodland Manager be factored into the 2025-26 budget at salary scale 7-12 according to experience.

499. COMMUNICATIONS

i) The Town Mayor gave a report on his activities on behalf of the Council over the last month.

Youth Forum at Pierremont Hall - 2nd October

Excellent event with pupils from Charles Dickens, Dane Court Grammar, St Georges and Stone Bay schools.

Air Ambulance CPR Training at Rochester Airport - 4th October

Attended a CPR training session at Air Ambulance headquarters as part of build up to Restart a Heart Day on Wednesday 16th October

Eco Fair at Sunken Garden - 6th October

An excellent fair attended by many community groups from across the district

Broadstairs & Ramsgate Sea Cadets - 19th October

Cadets opened their new headquarters in the old Ferry terminal.

Poppy Appeal Launch - 25th October

Attended launch at County Hall.

Festival of Remembrance - 25th October

Attended a moving festival at the Granville Theatre in Ramsgate.

He also reported that he and the Town Clerk had met with the CEO of TDC that day to discuss various issues of interest and ways of working better together in Broadstairs and St Peter's.

Cllr Joanne Bright also reported that in her capacity as Deputy Town Mayor she had attended an event at Minster Camp site with 14th Broadstairs Scout Group.

ii) The Town Clerk reported that all were invited to the KALC AGM which will be held on Saturday 30 November at Ditton Village Hall from 9.30am until 3.30pm. She also reminded everyone that the new free to attend football sessions are starting at Retort House every Wednesday from 3pm to 5pm. The Events Supervisor and Cllr Joanne Bright will attend but any extra help would be appreciated.

500. FINANCE

i) Members received and approved a report concerning payments for the period 30 September 2024 to 23 October 2024 (see attached).

RESOLVED: That the payments be approved

ii) Members received and approved a report concerning receipts for the period 30 September 2024 to 23 October 2024. (see attached)

RESOLVED: That the report be noted.

iii) Members received information about works or services authorised between meetings under financial regulation 4.1 as follows:-

- £175 plus Vat per month for Cyber Central to provide ongoing proactive IT support
- £534.70 plus vat EK Fire Protection to provide annual service of fire extinguishers
- £2050 for Dam High Access for annual clean of exterior of Pierremont Hall, Music Room and Retort House
- £134 plus VAT to KCC for permission to attach an additional three Christmas lights to lamp posts.
- £3458 for Ashford FM to carry out mandatory water testing at all four sites throughout 2025.

RESOLVED: That the payments be approved.

iv) Members received a summary of staff salaries totalling £20,144 for the month of October.

RESOLVED: Members agreed to note.

v) Members received and approved a report concerning payments for the period 23 October 2024 when the agenda was sent out until 28 October 2024. These comprise five payments to Stripe totalling £1.45 in respect of tickets purchased for the Halloween event.

RESOLVED: That the payments be approved.

501. BUDGET AND ACCOUNTS 2024-25

i) Members received and considered a summary report of payments and receipts as to 30 September 2024 (end of qu. 2) in line with Standing order 17c

RESOLVED: Members agreed to note.

ii) Members received and noted the bank reconciliation report dated 30 September 2023 (end of Qu2) in line with Fin Reg 2.2.

RESOLVED: Members agreed to note.

iii) Members received and noted the transparency report for Qu2 in line with Local Government Transparency code 2014.

RESOLVED: Members agreed to note.

502. INTERNAL AUDIT REPORT

Members received the report of the IIA and consider any recommendations therein.

RESOLVED: Members noted that all elements apart from one were listed as Low Risk. The Medium Risk refers to a discussion on staff pensions which has not yet been addressed and will be discussed at the forthcoming budget meeting.

503. SCHOOL FORUM

i) Members received and considered the minutes from the inaugural meeting

RESOLVED:

ii) Members received the verbal report of the Schools Liaison Councillor

RESOLVED:

- i) **That the Town Council's programme of youth events continue. Both educational and entertaining events to be offered.**
- ii) **That a dedicated page on the website be established for the publication of Youth Forum minutes and advertising of youth events.**
- iii) **That the Town Council's Action Plan be updated to reflect the work of the Youth Forum.**

504. BIODIVERSITY

i) Members received a report from the Town Clerk on the statutory duty to conserve and enhance biodiversity.

RESOLVED: Members agreed to note.

ii) Members received and considered a report on what the Town Council is currently doing to conserve and enhance biodiversity.

RESOLVED: Members agreed a full policy can be developed for approval at the next meeting.

505. COUNCILLORS' ALLOWANCES

i) Members received the NALC Topic note detailing the legal obligations of the Council when considering payment of Councillors' Allowances.

RESOLVED: Members agreed to note

ii) Members received the East Kent Joint Parish Independent Remuneration Panel's Quadrennial Review of Town and Parish Council Members' Allowances for the municipal years 2021-2025

RESOLVED: Members agreed to note

iii) Members considered the summary of recommendations of the EKJPIRP for the municipal years 2021 to 2025 and considered councillors' allowances for 2024/25. It was noted that due to the electorate of Broadstairs and St Peter's increasing to more than 20,000 the Band A allowances now applied.

RESOLVED: that having paid due regard to the recommendations in the report, payment of £600 to each councillor be approved in respect of the duties they carry out around the town over the year.

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

506. TENANT ISSUES

The Town Clerk reported that two tenants were in arrears with their service charge and electricity payments.

RESOLVED: That second reminders be sent after which County Court Judgements are to be sought.

507. LEGAL ISSUES

No issues which need discussion this evening.

508. STAFF MANAGEMENT COMMITTEE

i) Members received summaries of the outstanding staff appraisals and considered the recommendations.

RESOLVED: That all four members of staff receive a one point increment in line with the conditions of employment.

ii) Members received information regarding the Local Government Services pay agreement 2024.

RESOLVED: That the recommended pay increase be applied to each member of staff, backdated to April 2024.

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

509. DATE OF NEXT MEETING

Monday 25 November 2024 at 7pm in Pierremont Hall

Town Clerk

Meeting closed at 8.15 pm

Signed _____

Date _____