



# Broadstairs & St Peter's Town Council

11 December 2024

To: Members of Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Council** to be held in Pierremont Hall on **Monday 16 December 2024 at 7pm.**

*Kirsty Holroyd*  
Town Clerk

## AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

To receive from members of the Council and the presiding clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16th July 2012.

**3. MINUTES**

To approve the minutes of the Council meeting held on Monday 25 November 2024

**Attach 1**

**4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

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

i) To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

ii) A Member may ask the Town Mayor or the Town Clerk any question concerning the business of the Council, provided 2 clear working days' notice of the question has been given to the person to whom it is addressed.

**6. PLANNING COMMITTEE**

To receive the draft minutes of the meeting held on Monday 2 December 2024 and consider any recommendations therein.

**Attach 2**

**7. FINANCE AND GENERAL PURPOSES COMMITTEE**

i) To receive the draft minutes of the meeting held on Monday 9 December 2024 and consider any recommendations therein.

**Attach 3**

ii) To approve a nomination for Cllr Rusiecki to join the committee.

**8. BUDGET 2025/26**

- i) To receive a summary document detailing proposed expenditure and resulting total requirement. **Attach 4**
- ii) To receive an update showing the effect of any surplus and anticipated income to offset the requirement **Attach 5**
- iii) To receive a document based on 2024-25 figures which illustrates the effect of any increase on the Council Tax demand upon the Council tax. **Attach 6**

**9. COMMUNICATIONS**

- i) To receive the report of the Town Mayor.
- ii) To receive the report of the Town Clerk.

**10. FINANCE**

- i) To receive and approve a report concerning payments for the period 25 November 2024 to 10 December 2024 **Attach 7**
- ii) To receive a report concerning receipts for the period 25 November 2024 to 10 December 2024 **Attach 8**
- iii) To receive information about staff salaries for the period
- iv) To receive information about works or services authorised between meetings.
- v) To receive and approve a report concerning payments for the period 10 December 2024 to 16 December 2024.

**The following business is to be undertaken in accordance with the provisions of standing orders 3d, with a resolution made to exclude the public due to the confidential nature of the business.**

**11. TENANT ISSUES**

To consider whether to write off a bad debt from a former tenant.

**12. LEGAL ISSUES**

To receive information on any issues requiring consideration.

**Members of the public may re-enter the meeting**

- 13. DATE OF NEXT MEETING** – The next Council meeting will be held on Monday 16 January 2025 at 7pm in Pierremont Hall.

Attach 1



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

**Minutes of the meeting of the Council held on Monday 25 November 2024 at 7pm in Pierremont Hall, Broadstairs.**

Present: Cllrs J Bayford, J Bright, K Bright, R Farooki (from 7.02pm), M Garner, J Hobson, C Kemp, C Leys, P Moore, A Munns, J Nichols, K Pressland & Rusiecki.

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.

**510. APOLOGIES FOR ABSENCE**

Apologies with reason were received and accepted from Cllrs Orhan and Roberts.

**511. DECLARATIONS OF INTEREST**

None received

**512. MINUTES**

**RESOLVED:** That the minutes of the Council meeting held on 28 October 2024 can be approved and duly signed as a true record by the Chairman.

**513. MATTERS ARISING**

None

*7.02pm Cllr Farooki entered the meeting*

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

The Town Clerk read out a message she had received from a resident of Northdown Road concerning the Town Council's plans for addressing any issues highlighted in the forthcoming Making Space for Nature report. It was agreed that the Council had already carried out an audit of its current biodiversity work and a policy was due for discussion that evening. The matter would be addressed by the Environment Committee. It is expected the resident will attend the next Council meeting, at which members can furnish her with more detail.

**515. PLANNING COMMITTEE**

Members received the minutes of the meeting held on Monday 4 November 2024.

**RESOLVED: Members agreed to note.**

**516. EVENTS AND LEISURE COMMITTEE**

Members received the minutes of the meeting held on Monday 11 November 2024.

**RESOLVED: Members agreed to note, with the amendment that Cllr Hobson was absent.**

ii) Members considered a recommendation that the Staff Management Committee add Safeguarding issues to their list of functions.

**RESOLVED: That the Staff Management Committee add safeguarding to their list of functions.**

**517. NEIGHBOURHOOD DEVELOPMENT PLAN SUB-COMMITTEE**

i) Members received the draft minutes of the meeting held on Thursday 14 November.

**RESOLVED: Members agreed to note.**

ii) Members considered and approved draft new Terms of Reference.

**RESOLVED: That the document is fit for purpose and can be adopted.**

**518. ENVIRONMENT COMMITTEE**

Members received the minutes of the meeting held on Monday 18 November 2024.

**RESOLVED: Members agreed to note with the amendment that the recommendation under minute 38: 2<sup>nd</sup> HIP bid is for 20mph temporary signage.**

**519. COMMUNICATIONS**

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

ii) The Town Clerk reported that a meeting had taken place between Town Councillors, staff and Folk Week representatives in which plans to work more closely together had been discussed. As a result it is hoped some free-to-attend events will be held at Pierremont Hall and the car park will be made available for performers after 5pm each day.

**520. FINANCE**

i) Members received and approved a report concerning payments for the period 28 October 2024 to 20 November 2024 (see attached).

**RESOLVED: That the payments be approved**

ii) Members received and approved a report concerning receipts for the period 28 October 2024 to 20 November 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:-

- £425 plus vat All about Asbestos – asbestos report at The (former) Escape-ment

- £1025 plus vat EK Fire Protection – Fire risk assessment and fire door survey at The (former) Escapement
  - £279.80 plus vat Westgate Security & Electrical to replace failed emergency lights
  - £199.30 plus vat Westgate Security & Electrical to replace failed emergency lights
  - £285 plus vat Four Jays – event toilets for VE Day anniversary commemoration event
  - £1650 John Couzens Roofing contractor for three visits throughout 2025 to clean gutters, parapets, outlets and valleys as part of annual maintenance programme
  - Increase of £6100 for appointment of Fire engineer for Phase III project to include maximum of two site visits.
  - £520 plus vat BM Ambulance group – Emergency care at Christmas market
- RESOLVED: That the payments be approved.**

iv) Members received a summary of staff salaries totalling £34,186 for the month of November to include the back pay as agreed at minute 508..

**RESOLVED: Members agreed to note.**

v) Members were due to receive and approve a report concerning payments for the period 20 November 2024 when the agenda was sent out until 25 November 2024 but none had been made.

#### **521. PRIVATE MOTION**

Members received and considered a proposal from Cllr Alan Munns concerning seasonal beach security. Cllr K Bright proposed an amendment which was seconded and approved.

**RESOLVED:**

- i) **That BSPTC lobby TDC so that for the next season Probe Security can have either greater powers of enforcement or a higher level of engagement with TDC officers and TDC provide greater support for dealing with the more serious breaches of the PSPO.**
- ii) **That BSPTC consider arranging a meeting with the Chief Inspector (Ian Swallow) to see how Probe and BSPTC can work closely with the police during the summer season to proactively deal with serious breaches of the PSPO.**

#### **522. DIGNITY AT WORK POLICY**

i) Members received guidance for using the policy. The Town Clerk explained that this and the next item are interlinked and one depends upon the existence of the other.

**RESOLVED: Members agreed to note.**

ii) Members received and considered a draft policy. The Town Clerk will research whether additional protected characteristics ought to be added in due course.

**RESOLVED: That the policy is fit for purpose and can be adopted.**

**523. CIVILITY AND RESPECT PLEDGE**

i) Members received information from the Town Clerk on the Council's existing commitment.

**RESOLVED:** Members agreed to note.

ii) Members considered signing the pledge.

**RESOLVED: That in order to demonstrate that Broadstairs and St Peter's Town Council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their role, BSPTC signs up to the Civility and Respect Pledge.**

**524. BIODIVERSITY**

Members received and considered adopting a policy.

**RESOLVED: That the policy is fit for purpose and can be adopted.**

**525. THANET COMMUNITY CHAMPION AWARDS**

Members received the criteria for the award and considered potential nominees.

**RESOLVED: That the following be nominated:**

**Victoria Suchak for her work with young people**

**Inspiration Creative for its work with young people**

**Kerry Millet for her work with Town Team**

**Thanet Wanderers for their work with young people with SEND.**

**526. KALC COMMUNITY AWARDS SCHEME 2025**

Members received the criteria for the award and considered potential nominees.

**RESOLVED: That the following be nominated:**

**Victoria Suchak for her work with young people**

**Inspiration Creative for its work with young people**

**Kerry Millet for her work with Town Team**

**Thanet Wanderers for their work with young people with SEND.**

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

*8.07pm Cllr Farooki left the meeting*

**527. TENANT ISSUES**

The Town Clerk reported that the tenant had vacated unit 2 of Retort House and a series of inspections would now be undertaken throughout the whole building before decisions could be made about future uses. The results of the inspections will be presented to Councillors at a briefing to be held prior to the next Council meeting. Members will also be offered the opportunity to visit the building.

**RESOLVED: members agreed to note.**

**528. LEGAL ISSUES**

No issues which need discussion this evening.

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

**529. DATE OF NEXT MEETING**

Monday 16 December 2024 at 7pm in Pierremont Hall

Town Clerk

Meeting closed at 8.11 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_

DRAFT



# Broadstairs & St. Peter's Town Council

## PLANNING COMMITTEE MINUTES

MONDAY 2 DECEMBER 2024

Present: Cllrs R Farooki, K Pressland, S Roberts (Chair)  
Deputy Town Clerk – Julie Belsey  
Volunteer Tree Warden – Karen McKenzie  
3 members of public

**Minutes marked \* require a resolution from the Town Council**

### 359 OPENNESS AND TRANSPARENCY

Cllr Roberts reminded those present of the right to record, film or broadcast any meetings of the Council, committees and sub-committees is established following the Local Government Audit and Accountability Act 2014.

Philip Castle (member of public) confirmed that he would be recording the meeting.

### 360 APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from: Cllr J Bayford, Cllr J Bright, Cllr E Orhan  
Late apologies with reason were received from Cllr P Moore.

### 361 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 362 MINUTES OF THE LAST MEETING

RESOLVED to RECEIVE and APPROVE the minutes of the meeting held on Monday 4<sup>th</sup> November 2024.

### 363 MATTERS ARISING FROM THESE MINUTES NOT COVERED ELSEWHERE IN THE AGENDA

Item 351: The Chair has emailed Iain Livingstone at TDC regarding the Dolphin application and is awaiting a reply.

Item 356 i: The Chair has emailed Iain Livingstone at TDC regarding the Fairlight application and awaiting a reply.

### 364 QUESTIONS AND/OR OBSERVATIONS, OTHER THAN THOSE FOR SPECIFIC PLANNING APPLICATIONS, FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

*In accordance with Standing Orders 3e, 3f and 3g, Philip Castle addressed the Committee*

Mr Castle spoke to the Committee regarding his thoughts on the TDC Conservation Officer looking at planning applications that fall just outside of the High Street conservation area to see how they would impact the High Street. Mr Castle gave some examples of this.

Mr Castle also spoke about the placing of a planter on an area of potentially unregistered land in Belvedere Road. He will email Cllr S Roberts regarding this.

Mr Castle spoke on application number 24/1060/GD. The Committee's comments from 7<sup>th</sup> October meeting were: The Committee unanimously recommends SUPPORT as this is a positive contribution to the area, subject to comments from the Conservation Officer.

Mr Castle informed the Committee that the Conservation Officer had now commented.



The Committee unanimously recommends **SUPPORT** and remain happy with the application following the Conservation Officer's comments.

**365 CORRESPONDENCE**

None

**366 CHAIR'S REPORT**

None

**367 NEIGHBOURHOOD PLAN BUSINESS**

The Committee RECEIVED and NOTED the minutes of the Neighbourhood Plan Sub Committee held on 14<sup>th</sup> November 2024.

*If any of the following planning applications are placed before Thanet District Council's planning committee then 'dual-hatted' members will not be bound by the views of the Town Council and will re-consider the applications afresh taking into account all relevant planning considerations and representations.*

*At the District Council's planning meetings 'dual-hatted' members will declare a 'significant interest' in the applications made by the Broadstairs and St Peter's Town Council and will leave the room and not participate in the consideration of those matter.*

**368 PLANNING APPLICATIONS**

RESOLVED that the applications be dealt with as detailed below:

i) The Committee recommends **SUPPORT** to the applications listed below:

24/1229/EF Nelson College London, Carey Building & Surrounding Land, Northwood Road, Broadstairs CT10 2RZ  
The Committee unanimously recommends **SUPPORT** for this application. The committee notes KCC Highways objection, however, the benefits outweigh parking issues. This will be an important community facility which should not be delayed. The facility should encourage the use of public transport or walking and unsafe parking would be for TDC to police.

ii) The Committee recommends **REFUSAL** to the applications listed below:

24/1130/VKB 6 Church Street, Broadstairs CT10 2TP  
The Committee unanimously recommends **REFUSAL** due to concerns over the size of the rooms meeting the appropriate national standards.

24/1118/GD 79 Church Street, Broadstairs CT10 2TU  
The Committee unanimously recommends **REFUSAL**. The proposed application does not have appropriate living space for 5 people and Housing Licensing are unable to class this application as a licensable HMO.

24/0772/DF Land adjacent to 10 Anson Close, Broadstairs CT10 1QP  
The Committee unanimously recommends **REFUSAL** on the basis that Kent Fire & Rescue still have unanswered queries relating to this application.

iii) The Committee recommends **NEUTRAL WITH CONCERNS** to the applications listed below:

*In accordance with Standing Orders 3e, 3f and 3g, William Leeves addressed the Committee*

24/1250/DF Land at St Mary's Road, Broadstairs  
The Committee unanimously recommends **NEUTRAL WITH CONCERNS** over the medical access and a query over land ownership.

iv) **No Comment** was made on all other applications on the weekly lists (all unanimous):

L/24/1031/RB Kingsgate Castle, Joss Gap Road, Broadstairs CT10 3PH

24/1242/RB 37 Salisbury Avenue, Broadstairs CT10 2DU  
 A/24/1199/DF Mountain Warehouse, 5 The Link, Broadstairs CT10 2FF  
 24/1249/GD Cardinal Lodge, Leybourne Road, Broadstairs CT10 1TE  
 24/1221/RB Unit 36 Blenheim Close, Broadstairs CT10 2YF  
 24/1225/EF 47 Lanthorne Road, Broadstairs CT10 3NA  
 24/1283/ZD 148 Bradstow Way, Broadstairs CT10 1AX  
 24/1161/DF 2A Chandos Road, Broadstairs CT10 1QP  
 L/24/1097/RB 2 Holland House, Kingsgate Bay Road, Broadstairs CT10 3QL

**369 WORKS TO TREES IN CONSERVATION AREAS/TREE PRESERVATION ORDERS/  
 HEDGEROW REMOVAL APPLICATIONS**

RECEIVED the emailed report from the Volunteer Tree Warden.

RESOLVED that the applications be dealt with as detailed below:

(i) The Committee recommends **REFUSAL** to the applications listed below:

TPO/24/1243/MM Land North of Ellington Way, Broadstairs  
 The Committee unanimously recommends REFUSAL. Ivy should be removed from all trees and the trees reinspected before a decision is made.

TPO/24/1291/MM 20 Sowell Street, Broadstairs, CT10 2AU  
 The Committee unanimously recommends REFUSAL. Ivy should be removed from the pollard points and a professional opinion received before a decision is made.

(ii) RESOLVED unanimously that the standard response should be sent into all other tree applications on the weekly lists (standard response and applications set out below):

The Planning Committee of the Town Council has considered the applications below and resolved unanimously that the application be subject to inspection by the TDC Biodiversity and Horticulture Officer (Tree Officer).

The Planning Committee request that the stance and recommendations in the TDC Biodiversity and Horticulture Officer report are taken into consideration when deciding applications for tree works and any suggested conditions are clearly stated to the applicant in the consent letter.

The Town Council policy for work on trees is as follows and we would respectfully ask that our recommendations are provided to the tree owner with any permission granted:

- Healthy trees are retained wherever possible.
- Only diseased or dying trees to be felled and only subject to a suitable replacement being planted. Where trees are being felled because of overcrowding, thinning rather than removal of all trees should be considered wherever possible.
- Remedial tree works i.e. Crown lift / Crown thin / Height reduction etc., to be kept to a maximum of 20% and expressed as such in the application.
- Works required for structural reasons i.e. impact of root damage to foundations and drains must be supported by recognized structural engineering evidence as well as a report from the TDC Biodiversity and Horticulture Officer.
- It is a criminal offence under the Wildlife and Countryside Act to disturb nesting birds. However, birds can roost in any month of the year. We require the applicant to check for nesting or roosting birds before undertaking works to trees and if birds are found to be nesting, for works to be postponed until nesting is complete. If birds present on the site are of high conservation concern ('red list'\* or 'amber list' birds\*\*), permission for the works should be refused unless there are overwhelming reasons for it to be given.
- No tree works should be permitted to take place during the main nesting period from mid-March until the end of August. Birds can nest or roost in any month of the year.

\* House Sparrow, Starling, Song Thrush

\*\* Hedge Sparrow (Dunnoek)

TPO/24/1257/MM	2 Walnut Close, Broadstairs CT10 2EL
TPO/24/1277/MM	43 Lanthorne Road, Broadstairs CT10 3NA
TPO/24/1309/MM	2 Newmans Close, Broadstairs CT10 3PL
TPO/24/1317/MM	East Kent College, Ramsgate Road, Broadstairs CT10 1PN

iii) The Committee RECEIVED and NOTED the tree application statistics over the past two years. Cllr S Roberts will email Mathew Miles at TDC Planning regarding the NPPF guidelines and how to give weight to these guidelines when making a decision on tree applications. He will also ask about the standard of trees being planted regarding the two trees to be planted for every one tree removed policy.

**370 PROPOSED FORWARD AGENDA ITEMS & DATE OF NEXT MEETING**

Next meeting: Wednesday 8<sup>th</sup> January 2025

Meeting closed at 19:58  
Deputy Town Clerk



# Broadstairs & St Peter's Town Council

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

**Monday 9 December 2024 at 7pm in the Council Chamber, Pierremont Hall**

Present: Councillors J Bright, R Farooki, M Garner, E Orhan & S Roberts.

Town Clerk: Kirsty Holroyd

### **181. APOLOGIES FOR ABSENCE**

Apologies with reason from Cllr K Bright and Cllr C Kemp were received and accepted.

### **182. DECLARATIONS OF INTEREST**

None received.

### **183. MINUTES OF THE PREVIOUS MEETING**

Members considered the minutes of the meeting held on Monday 14 October 2024.

**RESOLVED: that the minutes be approved as a true record of the meeting and signed by the Chairman.**

### **184. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

None

### **185. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**

None

### **186. GRANTS**

i) Members received an update on the applications received this year to date.

**RESOLVED: Members agreed to note**

ii) Members considered and reviewed the eligibility criteria.

**RESOLVED: That the suggested revisions be incorporated into the document in order to make the application and decision-making process clearer.**

iii) Members received and considered applications new applications for 24-25

- **EKC Group Broadstairs College**

**£7896**

**RESOLVED: That more information concerning the commercial side of the organisation is needed before a decision can be made.**

- **Thanet Wanderers RUFC Ltd** **£1000**  
**RESOLVED:** That the grant be awarded to assist in the coaching sessions in local schools.

- **1<sup>st</sup> St Peter's Sea Scouts** **£16,000**  
**RESOLVED:** That the large amount of funding cannot be justified for a non-essential project benefitting a relatively small group of people. The group are to be encouraged to fund raise themselves and reapply later in the year when the Council could consider match-funding.

- **Thanet Disabled Riding Centre** **£2000**  
**RESOLVED:** That more information is needed before a decision can be made.

- **Ramsgate and Broadstairs Sea Cadets** **£610**  
**RESOLVED:** That the grant be awarded to assist in the delivery of training sessions.

- **Broadstairs and St Peter's Twinning Association** **£500**  
**RESOLVED:** That the group be asked to show how they are going to ensure the proposed events are open to all.

iv) Members received and considered applications for 25-26

- **Broadstairs Folk Week Aug 2025** **£10,000**  
**RESOLVED:** That the sponsorship be awarded and the full sponsorship package be requested in order that local tax payers know where their money is spent.

- **The Zone Youth Club** **£5000**  
**RESOLVED:**
  - i) That the grant be awarded so that the club can continue to deliver it's much needed work with young people in St Peter's.
  - ii) That the grant be awarded from the 2024-25 budget.

## **187. BUDGET 2024-25**

i) Members received an update from the Town Clerk/RFO who reported that the working group had met and worked through the current year's budget to identify potential underspends and areas for increased expenditure in 2025-26.

ii) Members received an updated spreadsheet detailing expected spend to March 2025 produced as a result of that meeting and of further scrutiny of the current budget. This information was used to inform the decisions about expenditure in 2025-26 and to calculate a realistic budget.

**RECOMMENDATION: That any underspend in the Youth Activities budget (code 919) be ring-fenced and brought forward into the new financial year.**

iii) Members received an updated document detailing total anticipated requirement in 2025-26. Members noted that in order to meet all the Town Council's obligations and aspirations in 2025-26 a total expenditure of £1,071,933.00 was required. This would be offset by the anticipated 2024-25 underspend and anticipated 2025-26 income as identified by the Town Clerk.

*\*8.23pm Cllr Orhan left the meeting.*

**RECOMMENDATION: That the draft 2025-26 budget be commended to Council.**

*\*8.32 Cllr K Bright entered the meeting.*

iv) Members received an update showing the effect of any increase in demand upon the Council tax. The tax base has not yet been confirmed by TDC so final figures cannot be ascertained. However using last year's figures the proposed budget would result in a council tax increase of 6.5% for a Band D Property.

**RECOMMENDATION: That the draft budget be commended to Council in December with final approval in January when the tax base is known.**

#### **188. COMMERCIAL EVENTS REPORT**

Members received the report of the Events and Bookings Manager which showed a total income across the council's sites of £45,051 for 2024-25 which comprises room hire and bar takings. Free sessions to eligible community organisations to the value of £2392 had been taken up. The Council's own usage for meetings and events had a notional value of £11,505.

**RESOLVED: That the report be noted.**

#### **189. DATE OF THE NEXT MEETING - Monday 14 April 2025 at 7pm in the Council Chamber, Pierremont Hall Meeting closed at 8.58pm**

Signed \_\_\_\_\_

Date \_\_\_\_\_

Broadstairs & St. Peter's Town Council

04-Dec-24

Budget Summary

	Current Year 2024-2025				Next Year 2025-2026	
Admin & Office Costs	Payments				Receipts	
	Budget	Actual	Forecast	Total	Budget	Payments
	£ 98,450.00	£ 33,931.72	£ 27,177.31	£ 61,109.03	£ 66,850.00	£ 66,850.00
SUB TOTAL						subtotal
Amenities	Payments				Receipts	
	Budget	Actual	Forecast	Total	Budget	Payments
	£ 36,000.00	£ 9,522.25	£ 11,666.68	£ 21,188.93	£ 38,000.00	£ 38,000.00
SUB TOTAL						
Civic Costs	Payments				Receipts	
	Budget	Actual	Forecast	Total	Budget	Payments
	£ 17,000.00	£ 2,609.31	£ 14,703.00	£ 17,312.31	£ 17,500.00	£ 17,500.00
SUB TOTAL						
Community	Payments				Receipts	
	Budget	Actual	Forecast	Total	Budget	Payments
	£ 39,614.32	£ 24,606.63	£ 5,209.19	£ 29,815.82	£ 33,000.00	£ 33,000.00
SUB TOTAL						
Events	Payments				Receipts	
	Budget	Actual	Forecast	Total	Budget	Payments
	£					

SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 61,500.00	£ 45,458.39	£ 8,666.68	£ 54,125.07	£ 61,000.00	£ 61,000.00
Grants		Payments				Receipts	Payments
SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 100,000.00	£ 72,611.00	£ 27,506.00	£ 100,117.00	£ 100,000.00	£ 100,000.00
Open Spaces		Payments				Receipts	Payments
SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 50,000.00	£ 16,553.20	£ 28,440.77	£ 44,993.97	£ 43,500.00	£ 43,500.00
Phase 3 - Basement		Payments				Receipts	Payments
SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 50,000.00	£ 17,333.00	£ 37,229.96	£ 54,562.96	£ 88,000.00	£ 88,000.00
Pierremont Annual		Payments				Receipts	Payments
SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 72,925.00	£ 49,919.04	£ 26,076.17	£ 75,995.21	£ 75,947.88	£ 75,947.88
Pierremont Events		Payments				Receipts	Payments
SUB TOTAL		Budget	Actual	Forecast	Total	Budget	Budget
		£ 2,500.00	£ 1,940.00		£ 7,041.66	£ 2,500.00	£ 2,500.00



Pierremont Hall

SUB TOTAL

Budget	£ 56,900.00	Actual	£ 16,272.52	Forecast	£ 14,489.17	Total	£ 30,761.69
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Payments

Receipts

Budget

Payments	Budget	£ 30,050.00	£ 30,050.00
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PWLB Loan

SUB TOTAL

Budget	£ 35,824.00	Actual	£ 17,911.97	Forecast	£ 17,911.97	Total	£ 35,823.94
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Payments

Receipts

Budget

Payments	Budget	£ 35,824.00	£ 35,824.00
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Retort House

SUB TOTAL

Budget	£ 18,200.00	Actual	£ 12,580.43	Forecast	£ 2,612.55	Total	£ 15,192.98
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Payments

Receipts

Budget

Payments	Budget	£ 24,500.00	£ 24,500.00
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Staff Costs

SUB TOTAL

Budget	£ 326,625.00	Actual	£ 234,167.61	Forecast	£ 135,330.88	Total	£ 369,498.49
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Payments

Receipts

Budget

Payments	Budget	£ 455,262.00	£ 455,262.00
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TOTAL

Budget	£ 1,265,975.79	Actual	£ 455,262.00	Forecast	£ 1,071,933.88	Total	£ 1,071,933.88
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£ 1,071,933.88

2025-6

Budget requirement	£ 1,071,933.00	
top up reserves	£ -	Agreed at F&GP Oct 2024 no top ups needed

**Total requirement** £ 1,071,933.00

Minus anticipated underspend 24-25 £ 52,655.00

Minus anticipated income 25-26 £ 147,636.00

**Precept demand** £ 871,642.00

**Anticipated income**

Retort House rent	£ -
Retort House bookings	£ 4,000.00
Pierremont Hall rent	£ 48,000.00
Pierremont Hall Service charge	£ 20,000.00
Pierremont Hall parking	£ 6,500.00
Pierremont Hall bookings	£ 40,000.00
Bandstand kiosk licence	£ 11,800.00
Bank interest	£ 15,000.00
B in Bloom business baskets	£ 1,000.00
Allotments	£ 1,336.00
	<b>£ 147,636.00</b>

<b>Anticipated</b>	<b>underspend</b>	<b>overspend</b>	
Admin and Office costs	£ 37,332.00		
Amenities	£ 14,812.00		Christmas lights ??
Civic costs	£ -	£ 312.00	
Community	£ 9,799.00		
Events	£ 7,375.00		
Grants	£ -		??
Open Spaces phase 3	£ 5,007.00	£ 4,562.00	
PAM	£ -	£ 3,070.00	
Pierremont Hall	£ 26,139.00		cottage roof ??
Retort House staff	£ 3,008.00	£ 42,873.00	
	<b>£ 103,472.00</b>	<b>£ 50,817.00</b>	
surplus	<b>£ 52,655.00</b>		

Attach 6

Precept £	% increase	Increase £	Total Precept	Tax Base	Total Income	Increase £
82.80	0	0.00 £	82.80	9,890.59	818,940.85	0
82.80	1	0.83 £	83.63	9,890.59	827,130.26	8,189.41
82.80	2	1.66 £	84.46	9,890.59	835,319.67	16,378.82
82.80	5	4.14 £	86.94	9,890.59	859,887.89	40,947.04
82.80	6	4.97 £	87.77	9,890.59	868,077.30	49,136.45
82.80	7	5.80 £	88.60	9,890.59	876,266.71	57,325.86
82.80	8	6.62 £	89.42	9,890.59	884,456.12	65,515.27
82.80	9	7.45 £	90.25	9,890.59	892,645.53	73,704.68
82.80	10	8.28 £	91.08	9,890.59	900,834.94	81,894.09
82.80	15	12.42 £	95.22	9,890.59	941,781.98	122,841.13
82.80	20	16.56 £	99.36	9,890.59	982,729.02	163,788.17
82.80	25	20.70 £	103.50	9,890.59	1,023,676.07	204,735.21

Band D Council tax 2023-24 £75.41	Band D Council tax 2024-25 £82.80	av UK £85.89 2024-25
£739,195 requested	£818,940 requested	increase of 8.5%
Previous tax base 9802.23	Tax base 9890	

Provisional tax base from TDC subject to approval.

# Broadstairs & St. Peter's Town Council

## PAYMENTS LIST

10 December 2024 (2024-2025)

Attachment

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
958	30/11/2024		Nat West Current Ac		telephones/wifi	Venture Telecoms Ltd	S	258.32	51.66	309.98
959	30/11/2024		Nat West Current Ac		telephones/wifi	Venture Telecoms Ltd	S	75.50	15.10	90.60
960	30/11/2024		Nat West Current Ac		telephones/wifi	Venture Telecoms Ltd	S	107.58	21.52	129.10
966	26/11/2024		Unity Trust		Supplies	VIKING DIRECT	S	13.44	2.68	16.12
966	26/11/2024		Unity Trust		Supplies	VIKING DIRECT	S	9.99	2.00	11.99
966	26/11/2024		Unity Trust		Supplies	VIKING DIRECT	S	3.99	0.80	4.79
967	26/11/2024		Unity Trust		security - remembrance	VIKING DIRECT	S	544.00	108.80	652.80
968	26/11/2024		Unity Trust		security - fireworks	VIKING DIRECT	S	1,020.00	204.00	1,224.00
969	26/11/2024		Unity Trust		first aid cover - christmas even	BM Ambulance Service Ltd	S	520.00	104.00	624.00
970	26/11/2024		Unity Trust		Christmas tree	YOUNGS NURSERIES	S	1,732.00	346.40	2,078.40
971	26/11/2024		Unity Trust		entertainment	Steve Hurn	Z	325.00		325.00
972	26/11/2024		Unity Trust		change locks	Jarman Locksmiths	Z	140.00		140.00
973	26/11/2024		Unity Trust		waste collection - nov 5th	Harvey Waste Managemen	S	90.00	18.00	108.00
974	26/11/2024		Unity Trust		expenses - facilities	David Bassett	Z	12.00		12.00
974	26/11/2024		Unity Trust		expenses - facilities	David Bassett	Z	41.35		41.35
975	26/11/2024		Nat West Current Ac		electricity - music room	Edf	L	146.31	7.32	153.63
977	26/11/2024		Nat West Current Ac		water machines	Water Wellbeing Ltd	S	154.55	30.91	185.46
978	27/11/2024		Unity Trust		refund of credit note	HSD Online	S	-18.32	-3.66	-21.98
979	29/11/2024		Nat West Current Ac	see 589	Refund	Kent Police Band	Z	-350.00		-350.00
980	30/11/2024		Unity Trust		bank fee	Unity Bank	Z	15.30		15.30
981	28/11/2024		Nat West Current Ac		Waste Services	Business Waste Co UK	S	4.62	0.92	5.54
982	29/11/2024		Nat West Current Ac		bank charges	NATWEST	Z	7.00		7.00
983	03/12/2024		Unity Trust		VAT owing 2003 - 2022	HM Revenue & Customs	R		66,497.75	66,497.75
984	03/12/2024		Unity Trust		Drain clearance	Clear Flow Drainage	Z	50.00		50.00
985	03/12/2024		Unity Trust		Drain clearance	Clear Flow Drainage	Z	50.00		50.00
986	03/12/2024		Unity Trust		Works	Cinque Ports Construction	S	3,575.00	715.00	4,290.00
987	03/12/2024		Unity Trust		Works	Westgate Security & Electr	S	581.91	116.38	698.29
988	03/12/2024		Unity Trust		Window cleaning	G. Piper	Z	110.00		110.00
989	03/12/2024		Unity Trust		Supplies	B&Q	S	111.66	22.34	134.00
990	03/12/2024		Unity Trust		rent of container	Lawrence Container Hire Ll	S	88.66	17.73	106.39
991	03/12/2024		Unity Trust		rent of container	Lawrence Container Hire Ll	S	44.33	8.87	53.20
992	03/12/2024		Unity Trust		rent of container	B&Q	S	6.70	1.34	8.04
993	03/12/2024		Unity Trust		rent of container	Screwfix	S	83.32	16.66	99.98
994	03/12/2024		Unity Trust		Supplies	Screwfix	S	3.98	0.80	4.78

## Broadstairs & St. Peter's Town Council PAYMENTS LIST

Younge Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
995	03/12/2024		Unity Trust		Cleaning	Total Cleaning Services	S	840.86	168.17	1,009.03
996	03/12/2024		Unity Trust		Works	Westgate Security & Electr	S	199.30	39.86	239.16
997	03/12/2024		Unity Trust		Works	Westgate Security & Electr	S	75.00	15.00	90.00
998	03/12/2024		Unity Trust		Cleaning	Total Cleaning Services	S	316.80	63.36	380.16
999	03/12/2024		Unity Trust		sanita hire	Simon Jameson-Rickard	Z	200.00		200.00
1000	03/12/2024		Unity Trust		licence	Kent County Council	Z	78.00		78.00
1001	03/12/2024		Unity Trust		re Christmas event	David Hooker	Z	655.00		655.00
1002	03/12/2024		Unity Trust		Waste Services	Harvey Waste Managemen	S	40.00	8.00	48.00
1003	03/12/2024		Unity Trust		Concert	Mr. C. Smith (Swing That T	Z	400.00		400.00
1004	03/12/2024		Unity Trust		Concert	Mr. C. Smith (Brad Pitance	Z	400.00		400.00
1005	03/12/2024		Unity Trust		Concert	Mr. C. Smith (Nylon Tigers)	Z	500.00		500.00
1006	03/12/2024		Unity Trust		water testing	Ashford Facilities Managen	S	272.75	54.55	327.30
1008	06/12/2024		Unity Trust		electricity - re:ort	SSE Energy Solutions	S	385.82	77.16	462.98
1034	06/12/2024		Unity Trust		Stripe Transaction Fee	Stripe	X	0.85		0.85
<b>Total</b>								<b>13,932.57</b>	<b>68,733.42</b>	<b>82,665.99</b>



444	Events Room Hire	03/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
444	Events Room Hire	03/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
445	Events Room Hire	04/12/2024	Unity Trust	Room Hire	60.00	12.00	72.00
446	Events Room Hire	05/12/2024	Unity Trust	Room Hire	108.00	21.60	129.60
447	Events Room Hire	06/12/2024	Unity Trust	Room Hire	36.00	7.20	43.20
448	Allotments	09/12/2024	Unity Trust	Allotment Charge 21.11.24	30.00		30.00
448	Allotments	09/12/2024	Unity Trust	Allotment Charge 21.11.24	11.41		11.41
449	Events Room Hire	09/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
449	Events Room Hire	09/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
449	Events Room Hire	09/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
449	Events Room Hire	09/12/2024	Unity Trust	Room Hire	15.00	3.00	18.00
450	Events Room Hire	10/12/2024	Unity Trust	Room Hire	30.00	6.00	36.00
450	Events Room Hire	10/12/2024	Unity Trust	Room Hire	30.00	6.00	36.00
450	Events Room Hire	10/12/2024	Unity Trust	Room Hire	30.00	6.00	36.00
					<b>1,634.64</b>	<b>296.50</b>	<b>1,931.14</b>