



# Broadstairs & St Peter's Town Council

## COMMUNITY ASSETS COMMITTEE MINUTES

**Monday 20 January 2025 at 7pm in the Council Chamber, Pierremont Hall**

Present: Cllrs J Bright, K Bright (Chair), M Garner, C Leys, A Munns & S Roberts.

Town Clerk: Kirsty Holroyd  
Facilities Manager: David Bassett

### **194. APOLOGIES FOR ABSENCE**

Apologies with reason were accepted from Cllrs J Hobson and C Kemp  
Cllr J Nichols was absent.

### **195. DECLARATIONS OF INTEREST**

None

### **196. MINUTES**

Members received the minutes of the meeting held on Monday 9 September 2024.

**RESOLVED: That the minutes be signed as a true record by the Chairman.**

### **197. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA**

Min 191: the Town Clerk reported that she had held a productive meeting with a TDC surveyor at which it had been established exactly which parts of the bandstand area the Town Council was responsible for. This entails the kiosk, the bandstand itself and the performance/audience space. It does not include the storage and disabled toilet block. Although the lease expired in 1997, because neither party has formally given notice, a rolling agreement still exists.

### **198. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE**

None

### **199. VIKING SUITE**

The Town Clerk reported that the drawing up of the lease has been moved to Brachers after a period of inactivity with the previous solicitor. A lease report has been produced which will be shared with the legal group for comment and if all appears in order the final lease will be produced for Council's approval.

**RESOLVED: Members agreed to note**

### **200. UPDATES FROM THANET DISTRICT COUNCIL**

The Town Clerk reported that she had held several meetings with TDC officers to discuss various assets in the town.

- i) War Memorial. The Town Council already cultivates the flower beds under licence from TDC and TDC would be willing to transfer the asset to the Town Council so that it can be properly maintained. This is subject to the Town Council's acceptance of terms. Heads of Terms are currently being drafted by TDC and will be presented to Council for scrutiny as soon as possible.
- ii) Pierremont Park fountain. The Town Council had made enquiries about whether the fountain could be made operational again. This appears unlikely but works will take place to make it safe. Once this is done the bed can be properly planted and litter picking can take place safely.
- iii) Water leak. The bill for the leak has been received and passed to TDC upon whose land the leak happened. It is expected that TDC will pay the bill shortly and works can then begin to separate the two supplies.
- iv) Pierremont Park depot. Enquiries had been made about the possibility of the Town Council acquiring the depot to aid the work of the gardeners and the facilities team. However it is understood TDC are duty bound to obtain market value for the asset and had applied for planning permission on the site to assist the appeal of the sale. The application had been publicised that day.

## **201. RISK ASSESSMENTS**

- i) Members received the 2025 schedule of risk assessments to be undertaken by officers.

**RESOLVED: members agreed to note.**

- ii) Members received the updated risk assessments for Pierremont Hall.

**RESOLVED: Members agreed to note.**

## **202. PHASE III**

The Town Clerk reported that only two consultants had still to sign their collateral warranties. The Facilities Manager agreed to call TMD the following day to find out what was causing the delay.

**RESOLVED: Members agreed to note.**

***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.***

## **203. RETORT HOUSE**

- i) Members received a summary of recent inspections undertaken.

**RESOLVED: Members agreed to note.**

- ii) Members received and considered reports from third party professionals. Members noted estimated figures for the proposed works received from the surveyor and weighed the potential costs against the current usage of the building and the resultant income.

**RESOLVED:**

- i) **That the building be closed while the Town Council considers its options with no further bookings being accepted.**
- ii) **That essential works to secure the building be carried out.**

- iii) **That Thanet District Council officers and councillors be invited to a site meeting to discuss future options for the building.**

**204. THE COTTAGE**

Members received current rental valuations on the property and considered fixing a rental fee for marketing purposes.

**RESOLVED: That officers take an average of what the recent valuations advised and compare this against other similar office rentals in the area. This figure to be offered and marketing of the property to be undertaken as soon as possible.**

**205. GROUNDS MAINTENANCE CONTRACT**

i) Members received and noted the evaluation criteria against which each application was marked.

**RESOLVED: Members agreed to note.**

ii) Members received details of the successful applicants with their overall scores and noted the officers' recommendation.

**RESOLVED: that Box Green be awarded the contract at a total cost of £37,390 over three years for Pierremont Hall grounds and Culmer's amenity land.**

**206. LEGAL UPDATES**

Members received information on various issues from the Council's solicitors. The Town Clerk reported that the small claim was ready to be submitted imminently. She also explained the latest invoice for the end of tenancy at the Escapement was being reviewed. A clear plan of next steps and anticipated associated costs had been requested and will be presented to Council for approval in advance.

**RESOLVED: Members agreed to note.**

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

**207. DATE OF NEXT MEETING**

**Monday 17 March 2025 at 7pm in the Council Chamber, Pierremont Hall**

Meeting closed at 20.07

Signed \_\_\_\_\_

Date \_\_\_\_\_