



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 24 February 2025 at 7pm in Pierremont Hall, Broadstairs.

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

564. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllr Orhan.

565. DECLARATIONS OF INTEREST

None received

566. MINUTES

RESOLVED: That the minutes of the Council meeting held on 27 January 2025 can be approved and duly signed as a true record by the Chairman.

567. MATTERS ARISING

Min 561: The Town Clerk reported that payment for the outstanding water bill had still not been received from TDC.

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

A representative from POW Thanet and a local businessman attended and each gave a brief overview of the proposals to be discussed under item 13: Retort House.

The Chairman thanked them for attending and explained each of the proposals would be discussed in closed session later in the meeting. The residents then left the meeting.

569. PLANNING COMMITTEE

Members received the minutes of the meeting held on Monday 3 February 2025.
RESOLVED: Members agreed to note.

570. EVENTS, LEISURE AND TOURISM COMMITTEE

i) Members received the minutes of the meeting held on Monday 17 February 2025. The Town Clerk explained in more detail the use of Pierremont Hall by Folk Week under the discounted and free of charge arrangement. Taking place over seven consecutive full days (9 – 15 August), the partnership constitutes a significant in-kind contribution from the Town Council. Cllr Garner explained the nature of the activities which would be taking place in Pierremont Hall and grounds, including free to attend workshops and a busking station aimed at younger and more inexperienced performers.

RESOLVED: Members agreed to note.

ii) Members considered the draft Discounted Hire Rate Policy.

RESOLVED: That with the change from "Promote *sport* in young people" to "promote *activity* in young people" the policy can be adopted.

571. 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 the sad news of the passing of two local residents who had strong connections with the Town Council. She also informed members of a Police Surgery scheduled for 19 March at Broadstairs Library from 2pm until 4pm.

The Town Council has also been invited to have a pitch at the forthcoming Thanet Extravaganza on 29 June at Manston Airport. A large area will be made available for representatives from all Broadstairs organisations in order to showcase the best of what the town can offer.

RESOLVED: That the Town Council pay the £150 pitch fee and invite other groups to join.

572. FINANCE

i) Members received a report concerning payments for the period 28 January 2025 to 18 February 2025 (see attached).

RESOLVED: That the payments be approved

ii) Members received a report concerning receipts for the period 28 January 2025 to 18 February 2025. (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:-

- £1450 plus VAT to Top Branch to undertake remedial tree works highlighted in recent Picus report.
- £420 plus VAT to SLCC for membership fees 2025-6
- £155 to Brian Jarman for new locks at Retort House bin store (now used by Town Team gardening group to store their equipment)
- £79.56 plus VAT to Westgate Security for replacement fire panel batteries
- £19.99 plus VAT to the RBLI for VE Day commemoration flag
- £925 to Alan's removals for Town Council office move

- £10,000 transferred from Unity Trust Reserve account to Unity Trust Current Account.

RESOLVED: That the payments be approved.

iv) Members received a summary of staff salaries totalling £27,747 for the month of December.

RESOLVED: Members agreed to note.

v) Members received and approved a report concerning payments for the period 18 February 2025 when the agenda was sent out until 24 February 2025.

RESOLVED: That the payments be approved.

573. DEMENTIA AWARENESS PROJECT

Members received a report on progress from the Deputy Town Clerk. Cllr Joanne Bright also added in details of a drop-in event due to take place at Pierremont Hall on 19 March and informed members that the project had been discussed at the recent School Forum creating much interest from attendees.

RESOLVED: Members agreed to note.

574. EQUALITY AND DIVERSITY POLICY

Members received and reviewed the policy and noted that no updates to the previous version had been necessary.

RESOLVED: That the policy be approved.

575. HEALTH AND SAFETY POLICY

Members received the updated policy and noted that there two minor changes.

RESOLVED: That the updated policy be approved.

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

576. RETORT HOUSE

i) Members receive an update from the Town Clerk outlining what meetings had taken place with TDC officers since the Council last met.

RESOLVED: Members noted that no formal offer to sell the building back to TDC had yet been made. The following two proposals could therefore be noted this evening, but no decisions could be made since the opportunity for members of the public to express an interest in the future of the building had not been widely publicised.

ii) Members received and considered an art proposal via Cllr Bright. A member of POW had already given a verbal presentation (as at minute 568) and members now considered a written document.

RESOLVED: That members like the idea of the project in principle but will call for expressions of interest once the future of the building is decided.

iii) Members received and considered a commercial proposal via Cllrs Nichols and Rusiecki. The proposer had already given a verbal presentation at minute 568 and councillors now considered a written document.

RESOLVED: Members agreed to note but will call for expressions of interest once the future of the building is decided.

20.30 Cllr Hobson left the meeting

577. LEGAL ISSUES

The Town Clerk reported that after a period of non-communication Brachers had been in contact about finalising the end of the tenancy at the former Escapement.

20.36 Cllr Moore left the meeting

RESOLVED:

- i) **That the invoice for £3540 plus VAT is paid.**
- ii) **That no further assistance in this matter is required until the future of the building is decided.**
- iii) **That the Town Clerk request legal advice on the pre-emption agreement drawn up at the time of the purchase of Retort House.**

578. STAFF MATTERS

i) Members received and considered the draft minutes of the Staff Management Committee meeting held on Thursday 23 January 2025 and consider any recommendations therein.

RESOLVED: Members agreed to note.

ii) Members were asked to approve the amendment to the Terms of Reference.

RESOLVED: That the updated document be approved.

iii) Members were asked to approve the Volunteer Policy

RESOLVED: That the document be approved.

iv) Members approved the Volunteer Tree Warden's Terms of Reference.

RESOLVED: That the document be approved.

v) Members received and considered a summary of the Town Clerk's appraisal

RESOLVED: That the document be noted and that the Town Clerk receive a one-point salary increment in light of evidenced satisfactory performance.

20.42 Cllr Farooki left the meeting

ii) Members received the actuarial report from Kent Local Government Pension fund and considered whether to join the scheme.

RESOLVED: That the report be noted and that the Town Clerk apply for the Town Council to join the LGPS.

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

579. DATE OF NEXT MEETING

Monday 31 March 2025 at 7pm in Pierremont Hall

Meeting closed at 8.46 pm

Signed _____

Date _____

DRAFT