



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 31 March 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, E Orhan, 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.

580. APOLOGIES FOR ABSENCE

None – all present.

581. DECLARATIONS OF INTEREST

None received

582. MINUTES

RESOLVED: That the minutes of the Council meeting held on 24 February 2025 can be approved and duly signed as a true record by the Chairman.

583. MATTERS ARISING

None

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

585. PLANNING COMMITTEE

Members received the draft minutes of the meeting held on Monday 3 March 2025.

RESOLVED: Members agreed to note.

586. ALLOTMENTS AND LAND COMMITTEE

Members received the draft minutes of the meeting held on Monday 10 March 2025.

RESOLVED: Members agreed to note.

587. COMMUNITY ASSETS COMMITTEE

Members received the draft minutes of the meeting held on Monday 17 March 2025.

RESOLVED: Members agreed to note

588. ENVIRONMENT COMMITTEE

Members received the draft minutes of the meeting held on Monday 24 March 2025.

RESOLVED: That the unspent monies in the budget be ringfenced and brought into the new financial year to accommodate the tap project which could not be completed within the original financial year.

589. 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 on several local community events to which Councillors had been invited and asked for assistance in publicising the Easter Crafternoons which the Town Council's own events team were organising.

iii) Members received a request from the Events Administrator.

RESOLVED: That the fair ground rides and games be offered free of charge to members of the public to a value of £1200 (option 1)

iv) Members were due to receive the response from the Deputy Leader of KCC to the open letter from Council regarding Sarah Thorne Theatre. However the Town Clerk had received a request from KCC's Monitoring Officer that the letter is not shared until after the election on May 1. Nonetheless it was noted that the story had featured in local news that day and the details reported were an accurate presentation of the contents of the letter.

RESOLVED: Members agreed to note.

v) Members received and considered a request from the Deputy Town Clerk.

RESOLVED: That the lights be removed from the tree to facilitate the works but not replaced due to cost. That alternative locations be discussed at the forthcoming meeting with Sparkx.

vi) Members received and considered a request from TDC to site a walk behind sweeper shed at Pierremont Hall.

RESOLVED: That the sweeper may be sited at Pierremont Hall, subject to the load testing and appropriate licence being produced.

590. FINANCE

i) Members received a report concerning payments for the period 25 February 2025 to 26 March 2025 (see attached).

RESOLVED: That the payments be approved

ii) Members received a report concerning receipts for the period 25 February 2025 to 26 March 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:-

- £3200 plus vat to John Couzens Roofing Contractor for urgent repairs to The Cottage roof
- £276.30 plus vat for mandatory staff training (H&S, Equality, Diversity and Inclusion)
- Bank transfer using powers delegated to the Town Clerk at minute 325 (December 2023) of £100,000 from Unity Trust Instant Access account to Unity Trust current account.
- £611.24 plus vat to Young's Nursery for plants for Balmoral and Victoria Gardens
- £1426.87 plus vat to E Saunders to install exterior lighting to the rear of the Cottage for health and safety and security reasons.
- £276.70 plus vat to Westgate Security for new door programming kit for magnetic locks
- £498.25 plus vat to The Logo Centre for uniform for new gardener and woodland manager.
- £52.30 plus vat to The Safety Company for PPE for new gardener and woodland manager.
- £86.60 to Screwfix for safety shoes and gloves for new gardener and woodland manager
- £112.40 plus vat to Toolstation for work trousers for new gardener and woodland manager.
- £749.17 plus vat to Agwood for large mower suitable for Balmoral Gardens
- £557.86 to TDC as 25% contribution to cost of repair to fencing at Crampton Tower (fence protects Town Team Volunteer gardeners) TDC and the Post Office to fund the balance.
- £250 to TDC as a 25% contribution towards the cost of producing a Heritage Open Days leaflet with Ramsgate and Margate Civic Societies and TDC.
- £8087.54 to Zurich for the Council's insurance.
- £10,000 moved from Unity Trust Instant Access account to Unity Trust current account.

RESOLVED: That the payments be approved.

iv) Members received a summary of staff salaries totalling £27,901 for the month of December.

RESOLVED: Members agreed to note.

v) Members received and approved a report concerning payments for the period 26 March when the agenda was sent out until 31 March 2025.

RESOLVED: That the payments be approved.

591. BEACH SECURITY 2025 SEASON

Members received and update from Cllr Munns and Probe Security on arrangements for the season and noted that in response to the private motion recorded at minute 521 Probe Security would be working closer with TDC enforcement officers and would have enforcement powers of their own.

RESOLVED: Members agreed to note.

592. LOCAL GOVERNMENT PENSION SCHEME

Members formally resolved that the Town Council wishes to be a participating employer in the scheme in line with KCC's requirements.

RESOLVED: Broadstairs and St Peter's Town Council hereby resolves that –

- **It wishes to be a participating employer in the Local Government Pension Scheme (i.e. the Kent Pension Fund administered by Kent County Council), as permitted under the LGPS 2013 Regulations Schedule 2, Part 2 Number 2 and,**
- **All of its employees are designated as having an entitlement to be members of the LGPS, from 1 April 2025.**
- **The Fund actuary has certified a contribution rate of 20.2%.**
- **It wishes for its participation in the Kent Pension Fund to be open to new members and understand the implications of this decision.**
- **In making this resolution Broadstairs and ST Peter's Town Council understands it is resolving to be bound by the statutory provisions of the LGPS and all of the obligations under such, including early retirement strain costs and exit liabilities.**

593. FINANCIAL REGULATIONS

i) Members received a summary background document from the Town Clerk.

RESOLVED: Members agreed to note.

Members received the draft document and considered adopting it.

RESOLVED:

- i) **That the amendments highlighted in yellow to show consistency with the Council's current document be approved.**
- ii) **That the first option in clause 5.6 be adopted: For contracts estimated to exceed £60,000 including vat, the Clerk shall seek formal tenders from at least three suppliers agreed by the Council.**
- iii) **That the other amendments highlighted in blue be adopted.**
- iv) **That with these changes having been made, the document is fit for purpose and can be adopted by Council.**

594. EAST KENT JOINT INDEPENDENT REMUNERATION PANEL

Members received a letter regarding the Quadrennial Review and considered responding.

RESOLVED: That members agree to receive and note the contents of the letter but have no further comments to make at this stage.

595. CALENDAR OF MEETINGS

Members received and approved the calendar of meetings for the forthcoming civic year.

RESOLVED: That members agree to receive and note the calendar.

596. MATERNITY 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.

597. PATERNITY 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.

598. SHARED PARENTAL LEAVE 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.

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

599. TENANT ISSUES

Members received information on the end of the tenancy at Retort House.

RESOLVED: That the recommendations of the legal group be approved.

600. LEGAL ISSUES

i) Members received information on future options at Retort House.

RESOLVED: That the recommendation of the legal group be approved.

ii) Members received information about a regular contractor's work.

RESOLVED: Members agreed to note

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

601. DATE OF NEXT MEETING

Monday 28 April 2025 at 7pm in Pierremont Hall

Meeting closed at 8.20 pm

Signed _____

Date _____