



# Broadstairs & St Peter's Town Council

## COMMUNITY ASSETS COMMITTEE MINUTES

**Monday 12 May 2025 at 7pm in the Council Chamber, Pierremont Hall**

Present: Cllrs J Bright, K Bright (Chair), M Garner, C Kemp, J Hobson & S Roberts.

Town Clerk: Kirsty Holroyd  
Finance Officer: Victoria Jenkins  
Facilities Manager: David Bassett

### **221. APOLOGIES FOR ABSENCE**

Apologies with reason were accepted from Cllr C Leys and Cllr A Munns  
Cllr J Nichols was absent.

### **222. DECLARATIONS OF INTEREST**

None

### **223. MINUTES**

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

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

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

None

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

None

### **226. PIERREMONT HALL**

i) Members received an update on the new tenancy at the Viking Suite.

Unfortunately no progress at all appears to have been made over the last month.

**RESOLVED: That the Town Clerk escalate the issue via Brachers internal complaints system.**

ii) Members received an update on progress with the new tenancy at The Cottage.

Unfortunately the prospective new tenant has not forwarded his solicitor's details so no progress has been made.

**RESOLVED: That the prospective tenant be given until the end of the week to give his details or the property will be shown to other interested parties.**

iii) Bannister – Members received a brief history of issues encountered with rectifying the bannister which requires additional support. Members viewed the bannister and considered the Facilities Manager's proposal to strengthen it. The measure is temporary but will provide the structural support necessary. It can be

removed at such time as a more aesthetic solution is found.

**RESOLVED: That the remedy is implemented by Broadstairs Metalcraft at a maximum cost of £945.**

iv) Fire Doors – Members received a quote to carry out essential replacement doors to the second floor, roof hatch and internal first floor doors.

**RESOLVED: That Cinque Ports Construction be authorised to carry out the works at a cost of £6890 plus vat.**

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

The Town Clerk reported that despite several meetings with TDC officers to discuss various assets in the town and a very promising start, the following projects appear not to be progressing as initially envisaged. It was discussed that possibly the Easter holidays and election restrictions has hampered progress.

- i) War Memorial.
- ii) Pierremont Park fountain.
- iii) Locating of street sweeper at Pierremont Hall
- iv) Pierremont Park depot.
- v) Clocktower.
- vi) Toilets summer opening schedule.
- vii) Toilet refurbishment at Victoria Gardens
- viii) Summer bins/litter collection.
- ix) Heritage way-markers

**RESOLVED: TDC councillors will chase these projects up with the various teams.**

The seafront lighting project has commenced but it is unclear how well it is progressing. A meeting had taken place between ward councillors and the engineers as reported at minute 609 at the last Council meeting. It is hoped some feedback will be given before the next Council meeting.

## **228. PHASE III**

i) Members were informed that the contract is still not ready to be signed since the fee structure needs to be updated and resubmitted by the building consultants.

**RESOLVED: members agreed to note.**

ii) Members were informed that the next step will be an introductory meeting of the whole design team at Pierremont Hall to which all councillors will be invited.

**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.***

## **229. LEGAL UPDATES**

i) Pre-emption agreement: Retort House. Members were informed that the Council's solicitor believes the Notice has been served on TDC regarding the resale of the property. She has yet to confirm the three-month time-frame.

**RESOLVED: Members agreed to note.**

ii) End of tenancy- Unit 2 Retort House:

Members were informed that the Town Clerk had received no acknowledgement of the Town Council's instructions since 1 April 2025, despite repeated requests for updates.

**RESOLVED: That the Town Clerk escalate the issue via Brachers internal complaints system.**

### **230. COMMERCIAL LANDLORD UPDATES**

i) Members received an update on 2025-26 service charges.

The Finance Officer explained she had calculated the actual charges for 2024-25. The figures are currently being checked by Spurling Cannon in order to obtain the necessary service charge certification.

**RESOLVED: members noted the costs of running the building and are satisfied that the best outcome for the local tax-payer is that it remains predominantly for community use, supported by commercial use. Staff and councillors will continue to promote the venue to local residents as an asset for their use and enjoyment.**

ii) Members received an update on the electricity supply to Pierremont Hall. A letter has been supplied by the company admitting to the incorrect installation of the meters which has led to incorrect readings.

**RECOMMENDATION: That the Finance Officer arrange for reimbursements to be paid where necessary. Monies to be taken from the Pierremont Contingencies reserve and compensation to be sought from the contractor.**

iii) Charles Cockerell Suite: a potential tenant has been identified: Members discussed rental figure.

**RESOLVED: That the annual rent be fixed at £6019.**

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

### **231. DATE OF NEXT MEETING**

**Monday 14 July 2025 at 7pm in the Council Chamber, Pierremont Hall**

Meeting closed at 19.58

Signed \_\_\_\_\_

Date \_\_\_\_\_