



Broadstairs & St Peter's Town Council

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

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

Present: Councillors J Bright, K Bright, M Garner, C Kemp, G Rusiecki & S Roberts.

Town Clerk: Kirsty Holroyd

190. APOLOGIES FOR ABSENCE

None.

191. DECLARATIONS OF INTEREST

None received.

192. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on Monday 9 December 2024.

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

193. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

Min 186: The Town Clerk reported that Thanet Disabled Riding Centre had provided satisfactory answers to the questions raised and had therefore been awarded the £2000 grant requested.

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

None

195. BUDGETS AND ACCOUNTS

i) Members reviewed a summary of Council income and expenditure for 2024-25 by cost centre. Significant over and underspends and the reasons behind them were discussed.

RESOLVED: That the report be noted.

ii) Members considered the effect of the end of year position on the budget forecasting for 2025-26. Members noted the significance of the anticipated underspend which had been factored in at the budget drafting stage in order to offset the precept demand. It was noted that the actual surplus at year end had been slightly higher than anticipated due to the slow progress of some legal issues. Members also considered the fact that the mayoral civic year does not align with the financial year and as such the mayor was without a budget unless the funds were brought forward.

RECOMMENDATION: That the underspend in the mayoral budget be ringfenced and brought forward for the current mayor to use before the end of his term in May.

Members also considered the effect of anticipated income against actual income received during 2024-25. Income had also been factored into the budgeting process and used to offset the total demand. Members noted that income had been slightly higher than anticipated.

RESOLVED: That the reports be noted.

iii) Members considered any amendments to 2025-26 cost code budgets in light of the final position 2024-25. The Town Clerk reported that the majority of the estimated underspends and overspends had been identified at the budget meetings in late 2024 and the necessary adjustments had already been made within the 2025-26 budget.

RESOLVED: that no further adjustments are need at this stage but that the budget will be monitored throughout the coming year.

196. GRANTS

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

RESOLVED: Members agreed to note

ii) Members received and considered new applications for 25-26

- Broadstairs and St Peter's Twinning Association

RESOLVED: That a grant of £500 be awarded.

- Food Festival – Easter event

RESOLVED: That sponsorship of £5000 be awarded on the condition that additional attention be paid by the volunteers to litter picking outside the confines of the festival arena.

- Paddle media

RESOLVED: That an online meeting with the applicant be arranged so that members can ask questions and understand the project better.

197. INTERNAL AUDIT

Members received and considered an extract from the JPAG Practitioner's Guide and assessed the Town Council's internal audit responsibilities.

The Town Clerk explained that this process was to provide an extra layer of assurance to the rest of Council that all appropriate measures were being taken to ensure proper practices were upheld within the Council, and that responses to the assertions within section one of the Annual Governance and Accountability Return (AGAR) could be made confidently.

RESOLVED: Members noted that the Council met all the criteria for responding positively to the assertions at the signing of the AGAR.

198. INVESTMENT STRATEGY

Members received and reviewed the document. The Town Clerk brought

Members' attention to the delegated power agreed at Council minute 325 which states:-

RESOLVED: that the Town Clerk be granted delegated authority to move monies between the Unity Trust Current account and the interest-bearing account in order to maximise income as per the IIA's recommendation.

The Town Clerk suggested an amendment be made to make clear she is also empowered to move the money back from the interest bearing account as needed.

RECOMMENDATION: That minute 325 be extended to provide that the Town Clerk may also move money from the interest bearing account to the current account to cover day to day expenditure.

It was confirmed that such actions still need to be authorised by two signatories to the account.

199. DATE OF THE NEXT MEETING - Monday 21 July 2025 at 7pm in the Council Chamber, Pierremont Hall
Meeting closed at 19.35.

Signed _____

Date_____