



Broadstairs & St Peter's Town Council

13 August 2025

To: Cllrs: J Bright, Garner, Hobson, Kemp, Leys, Munns (Chairman), Roberts and Rusiecki.

You are summoned to a meeting of the **Community Assets Committee** to be held on **Monday 18 August 2025 at 7pm in the Council Chamber at Pierremont Hall.**

A handwritten signature in black ink, reading 'Kirsty Holroyd'.

Kirsty Holroyd
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To receive from members of the Council and the Town Clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 29 July 2024.

3. MINUTES OF THE LAST MEETING

To approve the minutes of the meeting held on 14 July 2025.

Attach 1

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

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

To agree to suspend the meeting in accordance with Standing Orders 3e, 3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

6. UPDATES FROM THANET DISTRICT COUNCIL

7. PHASE III

To review the brief as agreed in March 2025 and discuss a potential amendment.

ENC 1&2

To receive and consider the preliminary designs from TMD

ENC 3

8. RETORT HOUSE MURAL

To receive and review the original proposal

Attach 2

To receive and consider a report from the Town Clerk

Attach 3

The following business is to be undertaken in accordance with the provisions of standing orders 3d, with a resolution made to exclude the public due to the confidential nature of the business.

9. BROADSTAIRS MEMORIAL HALL

To receive a copy of a letter from the Theatre's Trust

ENC 4

10. LEGAL UPDATES

To receive and consider a letter from the Town Council's solicitor

ENC 5

Members of the public may re-enter the meeting

11. DATE OF THE NEXT MEETING - Monday 19 January 2026 at 7pm in the Council Chamber, Pierremont Hall



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

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

Present: Cllrs J Bright, M Garner, C Kemp, J Hobson, C Leys, A Munns & S Roberts.

Town Clerk: Kirsty Holroyd

232. ELECTION OF A CHAIRMAN AND VICE CHAIRMAN FOR THE CIVIC YEAR 2025-26

RESOLVED:

- i) That Cllr Munns be appointed chairman of the committee
- ii) That Cllr Leys be appointed vice chairman of the committee

233. APOLOGIES FOR ABSENCE

Apologies with reason were accepted from Cllr G Rusiecki

234. DECLARATIONS OF INTEREST

None

235. MINUTES

Members received the minutes of the meeting held on Monday 12 May 2025.

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

236. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None

237. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE

None

238. UPDATES FROM THANET DISTRICT COUNCIL

Members received a report from the Town Clerk on progress with various projects and initiatives around the town.

Cllr Bright enquired why Cllr Garner had attended a walkabout with TDC's Head of Waste along with the Town Clerk to discuss ongoing issues and why ward councillors had not been invited. When it was explained his role as Chairman of the Council means he can represent the views of the council with third parties, Cllr Bright opined that was not correct and the procedure for meetings with officers needed to be clarified.

RECOMMENDATION: That the matter be discussed at a full Council meeting.

239. LOCAL GOVERNMENT RESTRUCTURING

Members were due to respond to a KALC survey intended to collect relevant information regarding Town and Parishes experiences with the LGR process. However members felt the whole council ought to have a say.

RESOLVED: that the Town Clerk email the survey to all councillors and collate the responses as they come in.

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.

240. SARAH THORNE THEATRE

The Town Clerk talked members through a series of documents detailing the Town Councils actions and decisions so far, responses from KCC and issues for consideration by anyone looking to take on the building. She also shared a series of documents from KCC including surveys and risk assessments. Members considered how to evaluate the social value of the building and how to explore all ideas for future management rather than the single idea currently on the table.

RECOMMENDATION:

- i) **That the discussion offered by KCC officers be accepted and all interested parties be invited to attend in order that all possibilities are explored.**
- ii) **That Council agree a list of key stakeholders who should be invited.**

241. LEGAL UPDATES

i) End of tenancy- Unit 2 Retort House: no updates.

ii) Pre-emption agreement: Retort House: no updates following appointment of joint expert. All schedules of works undertaken 2028 – 2022 have been sent to TDC as requested.

Members were informed that POW had approached her and asked for updates on the possibility of the art installation at Retort House. Members were minded to permit the work to go ahead provided the group understood it would be "at risk".

RECOMMENDATION: That Council consider reversing their decision of February 2025 and permitting the mural to go ahead.

iii) Members considered TDC's call for brownfield sites.

RESOLVED: The Town Clerk to discuss Retort House with TDC officers.

242. COMMERCIAL LANDLORD UPDATES

i) Members discussed a rent for the Forsyth Suite when the current lease expires.

ii) Members discussed a rent for the Pierremont Suite when the current lease expires.

RECOMMENDATION: That each new rental figure be based on £14 per sq/ft

iii) Members receive updates on progress with the new tenancies at the Viking Suite, The Cottage and the Charles Cockerell Suite. Brachers had that day updated their advice on dealing with Phase III works.

RESOLVED: That the simple "works" break notice suggested be included in the leases.

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

243. DATE OF NEXT MEETING

Monday 18 August 2025 at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 20.12

Signed _____

Date _____

DRAFT

Rise up Residency – Retort House mural

At the last council meeting it was agreed that POW may proceed with the mural at Retort house. The Town Clerk held an online meeting with the project leader, Louis Masai at which some more detail about the practicalities and logistics were discussed.

Summary

Power Of Women Thanet successfully applied for a grant from the Arts Council and are using it to pay Rise Up Residency (RUR) to deliver the project. RUR is the public art arm of Rise up Clean up, a Margate based CIC which actively cleans up the town's beaches. Public art is used to bring the issues of damage to the environment, particularly the ocean, into the public consciousness "in a non-confrontational and playful way." A very successful project has already been completed in Margate by talented artists of international standing and reputation.

POW will fold once the grant money is spent and the project is completed.

The artist chosen for the Retort House mural is KMG. She is currently working on various designs. The Town Council will be able to view the design before the mural starts but it is not expected it will be in any way confrontational, aggressive or divisive.

Retort House identified as an ideal location. RUR members understand the building future of the building is uncertain and therefore there is a risk the mural will be removed by any new owner. Risk accepted by all parties.

No other locations in Broadstairs secured yet but plenty of interest. Its hope the Retort House project will inspire others to permit their buildings to be use in this way.

Initial pitch included a community engagement element. RUR will not deliver this: it will be for POW to deliver if they are still able.

Brief is oceanography combining biodiversity, love and respect for the ocean with Power of women and girls and folklore.

Louis is a director of RUR and is co-ordinating the project. There is no expectation that the Town Council will have any input at all.

Timescale

Day 1 coat of white paint

Day 2 start mural

Day 6 or 7 mural complete platform collected.

All completed in time for International Day of the Girl on 11 October 2025.

Permission and H&S

Louis will provide RAMS and PLI from the platform hire company and for the artists involved.

Louis will liaise with existing contacts at TDC to ensure permissions for suspension of parking bays is obtained.

RUR will remove the Retort House Community Venue sign and return it to the Town Council.

Spray paint will be used so it won't fade so quickly. RUR will be responsible for any upkeep or maintenance (i.e. if any damage or graffiti on the mural).

Decision required

Does the Town Council require any further assurances or permissions?

Future liabilities?

Who will handle PR including any negative feedback?

Potential disposal of Retort House?