



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 29 September 2025 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs J Bayford, J Bright, K Bright, R Farooki, M Garner, C Leys, P Moore, J Nichols, E Orhan, 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.

688. APOLOGIES FOR ABSENCE

Apologies with reason from Cllrs Pressland, Munns and Kemp were received and accepted.

689. DECLARATIONS OF INTEREST

Cllr K Bright declared an interest in item 14: Pierremont Depot as a member of TDC Cabinet. It was agreed that since no proposals are to be made nor any decisions taken this evening Cllr Bright be granted dispensation to contribute to the general discussion.

690. MINUTES

RESOLVED: That the minutes of the Council meeting held on 28 July 2025 can be approved and duly signed as a true record by the Chairman.

691. MATTERS ARISING

None

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

Two members of the public spoke on the potential benefits to the community if the Pierremont Depot were to be kept in public hands. Cllr J Bright also read out a message from a local resident unable to attend who had ideas for uses of the space.

With Council's approval the Chairman moved item 14 Pierremont Depot up to this point in the agenda so that members of the public could listen to Council's discussion on the topic.

693. PIERREMONT DEPOT

The Town Clerk read a short report outlining developments over the summer including the failure of TDCs planning application and their alternative plan of putting the site up for auction without planning permission which was rejected. At TDC's cabinet meeting of Thursday 25 September 2025 it was resolved that the site will not go to auction, nor will the access road be included in the disposal plans. Instead tenders will be invited and TDC will take account of the social value of each bid.

The Town Clerk confirmed that contrary to what TDC officers had told cabinet, no formal discussion had taken place between TDC and BSPTC on the issue and tonight's meeting represented the first opportunity since the rejection of the planning application for councillors to meet formally, consider ideas and proposals and start a conversation with the many other interested parties in the town.

Councillors agreed with the members of the public present that the asset ought to stay in public hands.

RESOLVED:

- i) That a site visit be requested as soon as possible.**
- ii) That an extraordinary Community Assets Committee meeting be called to discuss a way forward**
- iii) That opportunities to access funding from the newly announced £1.5m Pride of Place fund be explored.**
- iv) That TDC be formally notified of the Town Council's interest.**

Cllr K Bright did not vote.

694. PLANNING COMMITTEE

i) Members received the minutes of the meeting held on Monday 4 August 2025.

RESOLVED: Members agreed to note.

ii) Members received the draft minutes of the meeting held on Monday 1 September 2025

RESOLVED: Members agreed to note.

695. COMMITTEE ASSETS COMMITTEE

i) Members received the minutes of the meeting held on Monday 18 August 2025

RESOLVED: Members agreed to note.

ii) Members received the draft minutes of the meeting held on Monday 8 September 2025.

RESOLVED: Members agreed to note.

iii) Members received additional information about the war memorial as requested by the committee at minute 262. The Town Clerk reported that she had obtained a reinstatement value and sent it over to the insurance company as requested. Zurich will now provide a revised quote which members can consider at the next meeting.

RESOLVED: Members agreed to note.

696. EVENTS LEISURE AND TOURISM COMMITTEE

Members received the draft minutes of the meeting held on Monday 11 August 2025.

RESOLVED: Members agreed to note.

697. ENVIRONMENT COMMITTEE

Members received the draft minutes of the meeting held on Monday 22 September 2025.

RESOLVED: Members agreed to note.

698. COMMUNICATIONS

i) The Town Mayor gave a report on his activities on behalf of the Council over the last month. Please see attached. He also formally notified members of the resignation of James Hobson from the Town Council. The Town Clerk and the Chairman had each sent messages of best wishes. The formal process for handling a casual vacancy will now be undertaken by TDC with the closing date for electors to request an election being Thursday 9 October 2025.

ii) The Town Clerk reported that nominations were now being accepted for KALC and Thanet Community Champions. The item will be on next month's agenda and members were asked to start thinking about people they might want to nominate.

Police surgeries will take place on Monday 6 October, Saturday 8 November and Saturday 6 December at Broadstairs Library from 3pm.

Notice was given of the KALC AGM due to take place on Saturday 22 November. The Town Council is permitted to send two representatives.

699. FINANCE

i) Members received a report concerning payments for the period 29 July 2025 to 24 September 2025 (see agenda).

RESOLVED: That the payments be approved.

ii) Members received a report concerning receipts for the period 29 July 2025 to 24 September 2025 (see agenda).

RESOLVED: That the report be noted.

iii) Members received a summary of staff salaries totalling £77,039 for the months of August and September.

RESOLVED: Members agreed to note.

iv) Members received information about works or services authorised between meetings under financial regulation 4.1 (see agenda).

RESOLVED: That the payments be approved.

v) Members received a report concerning payments for the period 25 September 2025 when the agenda was sent out until 29 September 2025.

RESOLVED: Members agreed to note.

700. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024-25

The Town Clerk (RFO) reported that she had received confirmation from Mazars, the external auditor that the annual audit had been concluded with no areas requiring further investigation. The Notice of Completion of Audit had been published on the Council's website and noticeboard.

701. RISK ASSESSMENT DOCUMENT

Members received the updated document from the Town Clerk following the request from the committee that technological risks be more thoroughly assessed. A new section identifies these risks and details the measures taken to mitigate them. The Town Clerk also reported she has tasked a third-party professional to undertake a data mapping exercise and audit of the council's IT and cyber security measures. Any outstanding risks will be identified and addressed via this process.

RESOLVED: That the document be approved as fit for purpose.

702. PIERREMONT DEPOT – discussed under minute 693

703. GRANTS

i) Members received information on grants approved to date.

RESOLVED: Members agreed to note.

ii) Members received and considered an application from The Zone Youth Club. The Town Clerk explained she had published the first application form she had received from the group requesting a grant of £4920. In fact this had been superseded by a second application for a renewed figure of £7422.59. This document was produced for Council and it was noted that no other details had been changed.

RESOLVED: That a grant of £7422.59 be allocated to the group for the provision of youth services.

19.58 Cllr Roberts left the meeting

704. EMPLOYEE EXPENSES POLICY

Members received and considered the draft document.

RESOLVED: That the document be approved.

705. DRUGS AND ALCOHOL POLICY

Members received and considered the draft document

RESOLVED: That the document 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.

706. BEACH PATROLS

Members received a summary of the service provided to the public during summer 2025 and considered whether to budget for it in summer 2026. The Town Clerk reported that the final three invoices will cause an overspend in the budget.

RESOLVED:

i) **That the invoices be paid in full.**

- ii) **That the service is welcome and appreciated by Police and public and should therefore be continued in summer 2026.**
- iii) **That a higher budget allocation be considered.**
- iv) **That the service be put out to tender in line with the Council's financial regulations.**

707. COMMERCIAL LANDLORD ISSUES.

i) Members received information about the mural at Retort House. TDC Property Team still wish to see a written agreement confirming the art group will have no ongoing claim to the building after. The Town Council's solicitor has confirmed this is the case so the Town Clerk will draft a document for signing by both parties and submit to TDC. The Town Clerk also shared a draft image of the proposed design.

RESOLVED: Member reconfirmed their commitment to the project.

ii) Members received information about the small amount of metal work which had fallen from the building recently. Heras fencing has been positioned along two sides of the building as a precautionary measure but TDC are pressing for a more permanent solution.

RESOLVED: That Cinque Ports Construction be asked to erect hoardings along the western elevation to prevent members of the public venturing too close to the building at a cost of £2200 plus vat.

708. LEGAL ISSUES

Following minute 264 of the Community Assets Committee meeting on 8 September 2025 it appears the solicitor did not send the agreed letter and the Town Council is now accused of failure to engage. Further he has neglected to answer the Town Clerk's request for an explanation of why he has not responded.

RESOLVED: that a formal complaint be made to Brachers.

ii) The Town Clerk reported that the solicitor dealing with the pre-emption of Retort House as well as the commercial leases has not responded on any of the issues for some time and after a final chase was made today a message was received to inform us that she has left the organisation.

RESOLVED: that a formal complaint be made to Brachers.

709. STAFF MANAGEMENT COMMITTEE

i) Members received the minutes of the meeting held on Thursday 21 August
RESOLVED:

- a) **That the level of payment due to an employee undertaking a KIT day be fixed at day rate minus Statutory Maternity Pay.**
- b) **That a staff member must accrue time off in lieu of payment in order to spend time working for another employer.**
- c) **That this arrangement is applied consistently across all staff who wish to set up a similar arrangement.**

ii) Members received the Local Government Pension Scheme policies as required by KCC.

RESOLVED: That the policies which have been drafted following the example set by KCC be approved.

iii) Members received information regarding the Local Government Services pay agreement 2025.

RESOLVED: That the £3.2% increase be applied and backdated to April 2025.

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

710. DATE OF NEXT MEETING

Monday 27 October 2025 at 7pm in Pierremont Hall

Meeting closed at 8.35 pm

Signed _____

Date _____