



# Broadstairs & St Peter's Town Council

17 October 2025

To: Members of Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Council** to be held in Pierremont Hall on **Monday 27 October 2025 at 7pm.**

A handwritten signature in black ink that reads "Kirsty Holroyd".

*Kirsty Holroyd*  
Town Clerk

## AGENDA

### 1. APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTEREST

To receive from members of the Council and the presiding clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 29<sup>th</sup> July 2024.

### 3. MINUTES

To approve the minutes of the Council meeting held on Monday 29 September 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

- i) 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.
- ii) A Member may ask the Town Mayor or the Town Clerk any question concerning the business of the Council, provided 2 clear working days' notice of the question has been given to the person to whom it is addressed.

### 6. PLANNING COMMITTEE

To receive the draft minutes of the meeting held on Monday 6 October 2025 and consider any recommendations therein.  
**Attach 2**

### 7. COMMUNITY ASSETS COMMITTEE

- i) To receive the draft minutes of the extraordinary meeting held on Tuesday 7 October 2025  
**Attach 3**
- ii) To consider a nomination from Cllr K Bright to join the committee
- iii) To receive, consider and approve draft Terms of Reference for the working group.  
**Attach 4**

**8. FINANCE AND GENERAL PURPOSES COMMITTEE**

To receive the draft minutes of the meeting held on Monday 13 October 2025 and consider any recommendations therein. **Attach 5**

**9. ALLOTMENTS AND LAND COMMITTEE**

i) Due to the Allotments & Land Committee meeting not taking place on 20<sup>th</sup> October as being inquorate, to discuss and approve a path option for the Mockett's Wood main pathway and approve the budget requirements for the recommended option. **Attach 6**

ii) To consider a nomination from Cllr K Bright to join the committee

**10. ENVIRONMENT COMMITTEE**

To consider a nomination from Cllr K Bright to join the committee

**11. COMMUNICATIONS**

i) To receive the report of the Town Mayor.

ii) To receive the report of the Town Clerk.

- Details of the co-option process currently underway **Attach 7**

- To receive and consider a report from the Community Conversations Secretary East Thanet NEM **Attach 8**

**12. FINANCE**

i) To receive and approve a report concerning payments for the period 24 September 2025 to 17 October 2025 **Attach 9**

ii) To receive a report concerning receipts for the period 24 September 2025 to 17 October 2025 **Attach 10**

iii) To receive information about staff salaries for the period

iv) To receive information about works or services authorised between meetings.

v) To receive and approve a report concerning payments for the period 18 October 2025 to 27 October 2025.

vi) To approve a transfer of £200,000 from Unity Bank current account to NatWest current account.

**13. BUDGET AND ACCOUNTS**

i) To receive and consider a summary report of payments and receipts as to 30 September 2025 (end of qu. 2) in line with Standing order 17c **Attach 11**

ii) To receive and note the bank reconciliation report dated 30 September 2025 (end of Qu2) in line with Fin Reg 2.2. **Attach 12**

iii) To receive and note the transparency report for Qu1 in line with Local Government Transparency Code 2014. **Attach 13**

**14. YOUTH FORUM**

To receive the minutes of the meeting held on 1 October 2025 **Attach 14**

**15. PIERREMONT DEPOT**

To share any updates.

**16. PRIDE OF PLACE**

To receive a copy of a letter from the Chamber of Commerce to TDC and consider making representation. **Attachs 15 & 16**

**17. COMMUNITY AWARDS**

- i) To consider nominations for the KALC Community awards
- ii) To consider nominations for the Thanet Community Champions

**Attach 17**  
**Attach 18**

**18. FREEDOM OF INFORMATION POLICY AND PUBLICATION SCHEME**

To receive and review the document

**Attach 19**

**19. GIFT AND HOSPITALITY POLICY**

To receive and review the draft document

**Attach 20**

**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.**

**20. COMMERCIAL LANDLORD ISSUES**

To receive any relevant information from the Town Clerk.

**21. LEGAL ISSUES -**

To receive any relevant information from the Town Clerk.

**22. STAFF ISSUES**

- i) To receive the draft minutes of the meeting held on Wednesday 15 October 2025 and consider any recommendations therein. **ENC 1**
- ii) To discuss the Woodland Officer position and consider recommendations for the position for the forthcoming financial year(s)

**Members of the public may re-enter the meeting**

**23. DATE OF NEXT MEETING –Monday 27 November 2025 at 7pm in Pierremont Hall.**