



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

## **Minutes of the meeting of the Council held on Monday 24 November 2025 at 7pm in Pierremont Hall, Broadstairs.**

Present: Cllrs J Bayford, J Bright, K Bright, R Farooki (from 7.03pm) M Garner, C Kemp, C Leys, A Munns, J Nichols, E Orhan, K Pressland, 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.

### **734. APOLOGIES FOR ABSENCE**

Apologies with reason from Cllr Moore were received and accepted.

### **735. DECLARATIONS OF INTEREST - none**

### **736. CO-OPTION**

The chairman thanked the four candidates for applying and for attending the meeting and explained that a fifth was unable to attend due to work commitments. However his application would still be considered. Cllr Garner explained the process the co-option would follow according to the Council's policy.

*7.03pm Cllr Farooki entered the meeting*

Each candidate addressed those present and nominations and seconds were received. Council then moved to a vote.

**RESOLVED: That Paul Jacobs GM be co-opted onto the Town Council to fill the current vacancy.**

### **737. MINUTES**

**RESOLVED: That the minutes of the Council meeting held on 27 October 2025 can be approved and duly signed as a true record by the Chairman.**

### **738. MATTERS ARISING**

Min 726 – the method of allocating pride in Place funding has now been outlined by TDC and it seems unlikely the working group will have the opportunity to develop a proposal. To be further considered under Town Clerk's Report.

### **739. QUESTIONS AND/OR OBSERVATIONS FORM THE ELECTORATE OF BROADSTAIRS AND ST PETERS - none**

**740. PLANNING COMMITTEE**

Members received the minutes of the meeting held on Monday 3 November 2025.

**RESOLVED: Members agreed to note.**

**741. EVENTS, LEISURE AND TOURISM COMMITTEE**

i) Members received the draft minutes of the meeting held on Monday 10 November 2025.

**RESOLVED: Min 186 Members noted that the recommended budget figures had been added into the 2026/27 draft budget for the F&GP committee's consideration.**

**742. ENVIRONMENT COMMITTEE**

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

**RESOLVED: Min 98 and 104: Members noted that the recommended budget figures had been added into the 2026/27 draft budget for the F&GP committee's consideration.**

**743. COMMUNICATIONS**

i) The Town Mayor gave a report on his activities on behalf of the Council over the last month. Please see attached. Cllr Garner added the unexpected news as received on Friday 21 November 2025 that the Broadstairs Memorial Hall (Sarah Thorne Theatre) is to be sold by auction on 11 December 2025. He encouraged anyone who had not already done so to contact KCC to express their disappointment.

ii) The Town Clerk gave an update on the following: -

- Seafront lighting project. New columns are currently being manufactured and will be installed as soon as possible. New festoon lights will be installed.
- A complaint from a member of the public over traffic management at the 5 November fireworks event. Meetings have been held with the TDC parking team and Probe security to identify what could be improved at next year's event.
- In response to a query over the make-up of the Thanet Regeneration Board – the panel tasked with identifying suitable projects for the recently announced Pride in Place funding – the Chief Executive at TDC has confirmed a temporary representative from Broadstairs is appropriate. Members considered who to appoint.

**RESOLVED: That Cllr K Bright be appointed to the role.**

**744. FINANCE**

i) Members received a report concerning payments for the period 28 October 2025 TO 18 November 2025 (see agenda).

**RESOLVED: That the payments be approved.**

ii) Members received a report concerning receipts for the period 28 October 2025 to 18 November 2025 (see agenda).

**RESOLVED: That the report be noted.**

iii) Members received a summary of staff salaries totalling £42,068 for the month of November.

**RESOLVED: Members agreed to note.**

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

**RESOLVED: That the payments be approved.**

v) Members received a report concerning payments for the period 18 October 2025 when the agenda was sent out until 27 October 2025.

**None to report.**

vi) Members received the Transparency Report for Qu 2 (1 July 2025 – 30 September 2025).

**RESOLVED: Members agreed to note.**

vii) Members received and considered the current Reserves Policy.

**RESOLVED:**

i) **That the policy of keeping half the current precepted figure as general reserves is deleted.**

ii) **That the reserve known as six months' running costs be renamed two months' running costs.**

iii) **That a figure of £50,000 be added to the precept demand to build up the Future asset refurbishment reserve.**

#### **745. INTERNAL AUDIT**

i) Members received and considered the interim report from the Council Independent Internal Auditor and noted a clean sweep of low risk assessments. They also noted a recommendation on page 7 regarding the Town Clerk's delegated authority to move money from account to account.

ii) Members considered altering the Financial Regulations to accommodate the IIA's recommendation and maximise efficiencies.

**RESOLVED: that fin reg 6.9 be amended to read *The Clerk and RFO shall have delegated authority to authorise payments only in the following circumstances:***

***iv) Fund transfers within the Council's banking arrangements ~~up to the sum of £10,000~~ provided that such a list of payments shall be submitted to the next appropriate meeting of Council.***

#### **746. PIERREMONT DEPOT**

Members had nothing new to share and agreed nothing could be done until the property is marketed.

#### **747. COUNCILLORS' ALLOWANCES**

i) Members received the NALC Topic note detailing the legal obligations of the Council when considering payment of Councillors' Allowances.

**RESOLVED: Members agreed to note**

ii) Members received the East Kent Joint Parish Independent Remuneration Panel's Quadrennial Review of Town and Parish Council Members' Allowances for the municipal years 2021-2025

**RESOLVED: Members agreed to note**

iii) Members considered the summary of recommendations of the EKJPIRP for the municipal years 2021 to 2025 and considered councillors' allowances for 2025/26. It was noted that the report appears to be out of date. The Town Clerk has been told the new report is drafted and has recommended some changes to band levels and payment levels. However it is not clear when the report will be published.

**RESOLVED: that having paid due regard to the recommendations in the report, payment of £600 to each elected councillor be approved in respect of the duties they carry out around the town over the year.**

#### **748. PUBLIC PARTICIPATION POLICY**

Members received and reviewed the document.

**RESOLVED: That the document be approved.**

#### **749. TRANSPARENCY POLICY**

Members received and reviewed the 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.*

#### **750. COMMERCIAL LANDLORD ISSUES.**

Members received a verbal update from the Town Clerk. No decisions were necessary this time.

#### **751. LEGAL ISSUES**

Members received a verbal update from the Town Clerk.

**RESOLVED: that the legal group be consulted over dates to meet up to consider various issues with a view to advising Council at the next meeting.**

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

#### **752. DATE OF NEXT MEETING**

Monday 15 December 2025 at 7pm in Pierremont Hall

Meeting closed at 8.16 pm

Signed \_\_\_\_\_ Date \_\_\_\_\_