



Broadstairs & St Peter's Town Council

24 June 2026

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 29 June 2026 at 7pm.**

Kirsty Holroyd
Town Clerk

AGENDA

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. CO-OPTION

To receive written applications for the office of Town Councillor and to co-opt a candidate to fill the existing vacancy.

Encs 1-3

4. 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 29th July 2024.

5. MINUTES

To approve the minutes of the Annual Council meeting held on Monday 18 May 2026.

Attach 1

6. 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.

7. PLANNING COMMITTEE

i) To receive the draft minutes of the meeting held on Monday 1 June 2026 and consider any recommendations therein.

Attach 2

ii) To receive a Terms Of Reference and agree to the role of Tree Warden being publicised.

Attach 3

8. ENVIRONMENT COMMITTEE

To receive the draft minutes of the meeting held on Monday 8 June 2026 and consider any recommendations therein. **Attach 4**

9. ALLOTMENTS AND LAND COMMITTEE

To receive the draft minutes of the meeting held on Monday 22 June 2026 and consider any recommendations therein. **Attach 5**

10. COMMUNICATIONS

i) To receive the report of the Town Mayor.

ii) To receive the report of the Town Clerk. **ENCs 4,5&6**

11. FINANCE

i) To receive and approve a report concerning payments for the period 19 May 2026 to 23 June 2026 **Attach 6**

ii) To receive a report concerning receipts for the period 30 March 2026 to 22 April 2026 **Attach 7**

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 23 April 2026 to 18 May 2026.

vi) To reconfirm the signatories to the accounts

12. INDEPENDENT INTERNAL AUDITOR

To receive the end of year report **Attach 8**

13. ACCOUNTS 2025-2026

i) To receive the Annual Governance and Accountability Return 2025/26 **Attach 9**

ii) To review the effectiveness of the system of internal control (page 4)

iii) To consider the signing of the Annual Governance Statement 2025/26- section 1 (page 4)

iv) To consider the accounting statements for 2025/26 – section 2 (page 5)

v) To receive the following supporting documents:-

a) Income and Expenditure Account 31 March 2026 **Attach 10**

b) Explanation of difference between Box 7 and Box 8 **Attach 11**

c) Bank reconciliation at 31 March 2026 **Attach 12**

vi) To receive confirmation that the dates set for the exercise of public rights are the period Wednesday 1 July 2026 until Tuesday 11 August 2026. **Attach 13**

14. SEXUAL HARASMENT IN THE WORKPLACE POLICY

i) To receive a report and consider approving the Town Clerk's recommendation. **Attach 14**

ii) To receive the draft policy and consider whether it is fit for adoption by Council. **Attach 15**

15. CT10 PAROCHIAL CHARITIES

To nominate and appoint a fourth trustee **Attach 16**

16. GRANTS

i) To receive details of grants already allocated for 2026-27 **Attach 17**

ii) To receive an application for £7000 for East Kent Kite surfers **Attach 18**

iii) To receive an application for £4000 for Broadstairs Harbour and Seafront CIC **Attach 19**

- 17. TOWN CRIER**
To receive an application and proposal for a new Town Crier. **Attach 20**
- 18. VISIT THANET WEBSITE**
To receive a request from TDC to assist with funding the website **ENC 7&8**
- 19. PRIDE IN PLACE IMPACT FUND**
To receive an update and a draft proposal **ENCs 9- 12**
- 20. PIERREMONT HALL**
- i) To receive and approve a quote for major works to locate, excavate, unblock and reinstate a hidden manhole **ENC 13**
 - ii) To receive and consider a proposal for the exterior paint works to Pierremont Hall to be incorporated into the Phase III building works. **ENC 14**
 - iii) To receive the monthly update on Phase III from TMD **ENC 15**

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.

- 21. LEGAL ISSUES -**
To receive any relevant information from the Town Clerk. **ENC 16**
- 22. TDC ASSETS**
- i. Garage at Hopeville Avenue:
To consider whether to make an offer or consider an alternative. **ENCs 17&18**
 - ii. Depot
To receive and consider an update. **ENC 19**
- 23. STAFF ISSUES**
To receive a summary of recent staff appraisals. **ENC 20**

Members of the public may re-enter the meeting

- 24. DATE OF NEXT MEETING – Monday 27 July 2026 at 7pm in Pierremont Hall.**