



Broadstairs & St Peter's Town Council

23 September 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 28 September 2026 at 7pm.**

Kirsty Holroyd
Town Clerk

AGENDA

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. 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.

4. MINUTES

To approve the minutes of the Annual Council meeting held on Monday 27 July 2026.

Attach 1

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

i) To receive the draft minutes of the meeting held on Monday 3 August 2026 and consider any recommendations therein.

Attach 2

ii) To receive the draft minutes of the meeting held on Monday 7 September 2026 and note the opportunity to respond to the new Local Plan Scoping Consultation.

Attach 3

iii) To note that Cllr O'Connor has withdrawn from this committee.

7. COMMUNITY ASSETS COMMITTEE

i) To receive the draft minutes of the meeting held on Monday 17 August 2026 and consider any recommendations therein.

Attach 4

ii) To receive and approve the Terms of Reference for the committee. **Attach 5**

8. ENVIRONMENT COMMITTEE

i) To receive the draft minutes of the meeting held on Monday 14 September 2026 and consider any recommendations therein. **Attach 6**

ii) To consider an amendment to the Broadstairs in Bloom grants conditions. **Attach 7**

9. COMMUNICATIONS

i) To receive the report of the Town Mayor.

ii) To receive the report of the Town Clerk.

10. FINANCE

i) To receive and approve a report concerning payments for the period 28 July 2026 to 23 September 2026 **Attach 8**

ii) To receive a report concerning receipts for the period 28 July 2026 to 23 September 2026 **Attach 9**

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 September 2026 to 28 September 2026.

11. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

To receive an update from the external auditor.

12. REQUEST FROM CLLR O'CONNOR – SCHOOLS VISIT

To receive a proposal from Cllr O'Connor and consider appointing her a Schools' Liaison Councillor with a Terms of Reference **Attach 10**

13. PRIVATE MOTION

i) To receive and consider a proposal from Cllr Paul Jacobs. **Attach 11**

ii) To consider whether a Terms of Reference is needed to enable Cllr Jacobs to act as the Council's Armed Forces Veteran Liaison Councillor.

14. MOTION FOR CONSIDERATION AT KALC AGM

To receive a proposal from Cllr Munns and consider submitting it for discussion at the AGM on Wednesday 25 November 2026. **Attach 12**

15. GRANTS

i) To receive an update on grants given to date **Attach 13**

ii) To receive an application form NDFT **Attachs 14 & 15**

16. TOWN SERGEANT

To receive and consider drafts Terms of Reference for the post **Attach 16**

17. ST PETER'S COURT

To receive information about the green spaces in the area and consider a request for the Town Council to purchase it. **ENCs 1,2,3**

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.

18. BANDSTAND KIOSK

- i) To receive a copy of the recently undertaken Fire Risk Assessment and consider the recommended improvement measures. **ENC 4**
- ii) To receive an update on the new lease for the building from TDC.

19. TENANCIES

To receive and consider a report on the Town Council's commercial tenancies **ENC 5**

20. BUILDINGS WORKS

- i) To receive an update on Phase III
- ii) To receive an update on The Cottage

21. THANET SAFE

To receive and approve a draft Service Level Agreement **ENC 6**

22. STAFF ISSUES

- i) To receive and approve information regarding the Local Government Services pay agreement 2026. **ENC 7**
- ii) To receive and approve information about increases to event staff pay. **ENC 8**
- iii) To receive a request from a member of staff for an extended period of annual leave. **ENC 8**
- iv) To note that a member of the events staff has taken an extra job to fit around her full time roll.

Members of the public may re-enter the meeting

23. DATE OF NEXT MEETING – Monday 26 October 2026 at 7pm in Pierremont Hall.