



Broadstairs & St Peter's Town Council

21 October 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 26 October 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 28 September 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

To receive the draft minutes of the meeting held on Monday 5 October 2026 and consider any recommendations therein.

Attach 2

7. ALLOTMENTS AND LAND COMMITTEE

- i) To note that the meeting due to take place on Monday 12 October 2026 did not go ahead as it was inquorate.
- ii) To consider the officer recommendation that the allotment waiting lists remain closed in order to manage expectations.
- iii) To receive and approve a new logo for Mockett's Wood.

Attach 3

- 8. FINANCE AND GENERAL PURPOSES COMMITTEE**
To receive the draft minutes of the meeting held on Monday 19 October 2026 and consider any recommendations therein. **Attach 4**
- 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 29 September 2026 to 20 October 2026 **Attach 5**
ii) To receive a report concerning receipts for the period 29 September 2026 to 20 October 2026 **Attach 6**
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 22 October 2026 to 26 October 2026.
- 11. BUDGET AND ACCOUNTS**
i) To receive and consider a summary report of payments and receipts as to 30 September 2026 (end of qu. 2) in line with Standing order 17c **Attach 7**
ii) To receive and note the bank reconciliation report dated 30 September 2026 (end of Qu2) in line with Fin Reg 2.2. **Attach 8**
- 12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2025-26**
To receive information concerning the completion of the annual review.
- 13. PRIVATE MOTION**
i) To receive and consider a proposal from Cllr Paul Jacobs. **Attach 9**
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. PRIVATE MOTION**
To receive and consider a proposal from Cllr Garner **Attach 10**
- 15. POLICIES**
i) To receive and review the Biodiversity Policy **Attach 11**
ii) To receive and review the Dignity at Work Policy **Attach 12**
- 16. PIERREMONT PARK**
To receive a preliminary briefing paper from the Town Clerk **Enc 1**
- 17. PROPOSAL FROM SARAH THORNE THEATRE**
To receive a proposal concerning the refurbishment of the pottery. **Attach 13**
- 18. GRANTS**
i) To receive an update on grants given to date **Attach 14**
ii) To receive an application from House of Comfort **Attach 15**
- 19. YOUTH FORUM**
To receive the minutes of the forum held on Wednesday 7 October 2026 **Attach 16**

20. FARMERS' MARKET

To receive a report on the recent event and consider costings for the future.

Attach 17

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. STAFF ISSUES

i) To receive a summary of staff appraisals and consider the recommendations therein.

ENC 2

ii) To note the reduction in hours of a member of staff.

Members of the public may re-enter the meeting

22. DATE OF NEXT MEETING – Monday 30 November 2026 at 7pm in Pierremont Hall.