



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

## **Minutes of the meeting of the Council held on Monday 26 February 2024 at 7pm in Pierremont Hall, Broadstairs.**

Present: Cllrs J Bayford, J Bright, K Bright (Chairman), R Farooki, M Garner, J Hobson, C Kemp, C Leys, P Moore, A Munns, J Nichols, K Pressland, S Roberts, G Rusiecki

Town Clerk: Kirsty Holroyd

Before the meeting commenced, the Chairman, Cllr K Bright welcomed everyone and drew their attention to the openness and transparency legislation confirmed in several notices around the room.

### **348. APOLOGIES FOR ABSENCE**

Apologies with reason were received and accepted from Cllr Orhan.

### **349. DECLARATIONS OF INTEREST**

None received

### **350. MINUTES**

**RESOLVED:** That the minutes of the Council meeting held on 29 January 2024 can be approved and duly signed as a true record by the chairman.

### **351. MATTERS ARISING**

None

### **352. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S.**

The Mayor took this opportunity to introduce Ted Temple who was in attendance. Ted is a local resident who recently undertook a sponsored marathon and raised £1135 for the Zone Youth Club and Youth Pavilion Cafe. The Mayor presented Ted with a certificate in recognition of his achievement and his contribution to the local community.

### **353. PLANNING COMMITTEE**

Members received the draft minutes of the meeting held on Monday 5 February 2024.

**RESOLVED:** Members agreed to note

### **354. FINANCE AND GENERAL PURPOSES COMMITTEE**

Members received the draft minutes of the meeting held on Monday 12 February 2024.

**RESOLVED: Members agreed to note.**

### **355. COMMUNITY ASSETS COMMITTEE**

i) Members received the draft minutes of the meeting held on Monday 19 February 2024.

There was some discussion on the content, but The Town Clerk reminded members the minutes were for noting only and would be discussed and approved at the next committee meeting on 20 May 2024.

ii) Members received a request from the Town Clerk to vire £1500 from the Environment Initiatives budget heading in order to purchase plants for Victoria Gardens. The budget for Victoria Gardens will not be established until 1 April 2024 but planting can start prior to this.

**RESOLVED: That £1500 be vired from the Environment Initiatives budget for planting at Victoria Gardens.**

### **356. COMMUNICATIONS**

i) The Town Mayor gave a report on his activities on behalf of the Council over the last month. (see attached).

He also wished to congratulate Cllr Orhan on the birth of a baby girl on Friday. All joined him in wishing mother and baby well.

ii) The Town Clerk informed Members that an invitation to undertake dementia awareness training at Chartwell House on Monday 5 March had been extended to all councillors and staff. This training is on the action plan under the "kinder" agenda and all are encouraged to take part.

iii) She also informed members that she had been successful in obtaining KCC grant funding on behalf of The Gap Project. £1550 had been awarded to the project to help families over the winter. The Town Clerk requested retrospective permission for applying to the fund.

**RESOLVED: That members retrospectively approve the submission of a grant application on behalf of The Gap Project to KCC.**

### **357. FINANCE**

i) Members received and approved a report concerning payments for the period 29 January 2024 to 21 February 2024 (see attached).

**RESOLVED: That the payments be approved**

ii) Members received and approved a report concerning receipts for the period 24 January 2024 to 21 February 2024.

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

iii) Members received information about works or services authorised between meetings under financial regulation 4.1 as follows: -

- Top Branch Tree works totalling £3350: Approval in conjunction with Cllr Hobson as chair of Allotments and Land.
- Zonkey additional features on new website totalling £630.
- Ramsgate Glass £260 for repairs to glass in Council Chamber

- St John's Ambulance £274 for attendance at Community Festival in April.
- New direct debit set up with SSE to secure better rate on new electricity contract at Retort House.

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

iv) Members received a summary of staff salaries totalling £23,226 for the month of February.

**RESOLVED: Members agreed to note.**

v) Members received and approved a report concerning payments for the period 21 February 2024 when the agenda was sent out until 26 February 2024 (see attached).

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

### **358. DEFIBRILLATOR**

Cllr Farooki gave a short presentation on behalf of a local businessman in her ward. The member of the public was also present and continued the presentation explaining the lack of a community defibrillator at the top end of the high street and his fundraising attempts to install one. The ideal location would be the underused BT Phone Box near the library. Only Town and Parish Councils can adopt unused phone boxes.

**RESOLVED: That members support the installation of a defibrillator in this part of town and will apply for the licence form BT. Potential funding assistance can be discussed once the location is secured.**

### **359. RISK ASSESSMENTS**

Members received the recently completed risk assessments for the Council's own premises.

**RESOLVED: that the documents are fit for purpose and can be adopted by Council**

### **360. INSURANCE RENEWAL**

i) Members received the current policy.

**RESOLVED: that no changes are necessary.**

ii) Members were due to receive quotes for the renewal of the Town Council's policy. However none had yet been received. The current policy expires on 31 March.

**RESOLVED: That if a new quote needs to be approved prior to the Council meeting on 25 March, members of the F&GP committee may give their approval via email.**

### **361. TOWN FORUM**

Members discussed ideas which had been raised during the recent Town Forum.

- Nighttime security patrols on the beach are possible and can be explored nearer the time.
- The Deputy Town Clerk is currently researching the installation of a hearing loop in the council Chamber.
- The action plan has been updated.

- The installation of “No idling” signage opposite Lilliput’s will be explored.

Members also discussed inviting representatives from the language schools and the care sector to the next forum.

### **362. ANNUAL TOWN ASSEMBLY**

Members received guidance on the format of the Town Assembly and considered items for discussion.

**RESOLVED: That the Assembly will be publicised early members of the public will be invited to suggest topics for discussion. They can also submit questions in advance, or on the evening itself. Committee reports will be brief and the overall focus will be on the role of local councils and councillors**

### **363. STAFF MATTERS**

i) Members received the minutes of the meeting held on Thursday 1 February 2024 and consider any recommendations therein.

**RESOLVED: That the Town Clerk be approved for an incremental pay rise in respect of satisfactory performance over the past year.**

ii) Members received a new Vexatious Complaints Policy and consider whether it is fit for adoption by Council.

**RESOLVED: That the policy is fit for purpose and can be adopted by Council. However amendments can be made in due course in light of the increasing amount of poor behaviour displayed towards councillors.**

iii) Members received a new anti-harassment and Bullying Policy and consider whether it is fit for adoption by Council.

**RESOLVED: That the policy is fit for purpose and can be adopted by Council. However amendments can be made in due course in light of the increasing amount of poor behaviour displayed towards councillors.**

iv) Members received notification from NALC and SLCC on the new model contract of employment and a recommendation for Local Council staff to be included in the Local Government Pension Scheme as standard.

**RESOLVED: Members noted that the Town Council’s current staff contract already reflected good practice but the new model would be applied to new members of staff. They also noted the recommendation for Staff to be offered the LGPS in line with District and County Council officers. This will be considered when discussing the 2025-26 budget.**

### **364. LEGAL MATTERS**

None

### **365. DATE OF NEXT MEETING**

Monday 25 March 2024 at 7pm in Pierremont Hall

Town Clerk  
Meeting closed at 8.18pm

Signed \_\_\_\_\_

Date \_\_\_\_\_