



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

## **FINANCE AND GENERAL PURPOSES COMMITTEE MINUTES**

**MONDAY 23<sup>rd</sup> NOVEMBER 2020**

Present: Cllrs, Bailey, R. Bayford, J Bayford, R. Binks (Chair), R. K. Binks, Buckley, Dexter, Garner, P. Moore, W. Moore, Rawf, D. Saunders, M. Saunders and Savage.

Deputy Town Clerk: Christine Chappell  
Events and Bookings Manager: Leanne Hadden

### **279. APOLOGIES FOR ABSENCE**

Cllr. Parsons.

Due to technical issues Cllr. Savage joined the meeting at 7.30p.m.

### **280. DECLARATIONS OF INTEREST**

None to receive.

### **281. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

RESOLVED to RECEIVE AND APPROVE the minutes of the meeting held on the 30<sup>th</sup> September 2020. Proposed Cllr D Saunders, seconded Cllr Garner, agreed.

### **282. MINUTES OF SUB-COMMITTEES and WORKING PARTIES**

RESOLVED to RECEIVE the minutes of the Asset and Budget Review Sub-Committee 12th October (unconfirmed), Allotments and Land Sub-Committee 19th October (unconfirmed) and Staff Management Sub-Committee 19th November 2020 (unconfirmed).

### **283. CHAIRMAN'S REPORT**

None.

### **284. CORRESPONDENCE and CONSULTATION RESPONSES**

-The Deputy Town Clerk verbally provided the following details of correspondence at the meeting:

-An email has been received from an organisation about the allocation of left over grant money.

AGREED that a meeting would be held in January 2021 to discuss any unallocated grant budget for the Civic year 2020 to 2021.

-A phone call has been received about cyclists on the Western Esplanade.  
DISCUSSED that TDC have been allocated a grant by the department of transport to identify potential paths and cycle paths.

ACTION: Cllr. Garner to advise Deputy Town Clerk the contact details of the TDC Officer conducting the identification audit so that the Western Esplanade can be added to their list for consideration.

-An email has been received from CT10 Charities about signs that have recently been put up at the entrance to Culmer's Amenity Land regarding no public parking and public footpath and the removal of the Commons Act sign at the Alexandra Road entrance.

DISCUSSED that an email has been sent to a contact for the developer advising that the public footpath sign is incorrect, requesting that it is removed, the Commons Act sign is put back and enquiries are made about the need for planning permission for any future signs and their design and wording is advised to CT10 Charities and the Town Council for comment and agreement.

A response from a resident in Beach Mews explained they were having issues with unauthorised parking on private land, the public not using the footpath and looking into their properties and had sought advice from planning and solicitors before installing the signs and there was no malicious intent and they believed they were being helpful. They were happy to consider options for the signs.

ACTION: Deputy Town Clerk to ask resident if contact details can be advised to CT10 Charities, as they are the landlord, so that an amicable resolution to be reached.

## **285. FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENTS**

RESOLVED to RECEIVE the periodic financial report for the period 30<sup>th</sup> September to 22<sup>nd</sup> November 2020.

ACTION: Deputy Town Clerk to clarify if transaction 8952 should be showing a VAT element.

RESOLVED to RECEIVE the budget comparison for the period 1<sup>st</sup> April 2020 to 22<sup>nd</sup> NOVEMBER 2020.

## **286. ENVIRONMENTAL WORKING PARTY**

Cllr M Garner Chair of the Environmental Working Party gave the following verbal updates to the F and GP:

-The working party meets every other Monday and was joined by KCC Councillors this week. They discussed the planting of street trees and the introduction of a 20mph residential road speed limit. KCC Cllr. R. Binks is happy to discuss planting street trees and will send policy papers on the 20 An Environmental Strategy and Action Plan should be ready to present to the 25<sup>th</sup> January 2021 meeting of F and GP. was being produced mph residential speed limit.

-The hedgehog survey had received 60 responses.

-The Working Party want to increase their use of social media platforms.

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It was suggested to Cllr. Garner that the working party look into planting trees along the grass verges from Viking Bay to King George V Park, although it is recognised that any scheme requires the buy in of local residents to look after the trees and they may not be in favour of the scheme due to planting compromising the view to the sea.

-Following the tree planting at Westover Road, a complaint had been received from a resident about herring gulls collecting in the area.

## **287. EVENTS UPDATE**

RECEIVED the events update from the Events Manager for the period October 2020.

DISCUSSED that October 2020 has been the best month for income and enquires were being made for weddings and post lockdown events.

DISCUSSED lockdown on 5<sup>th</sup> November 2020, had meant the cancellation of all bookings except for the Kent Test. They had increased their booking to include a Friday, but this has had to be cancelled after one session due to a positive Covid-19 test and the need for the organisers to self-isolate for 2 weeks.

DISCUSSED that post lockdown depending on what tier the area is placed in, could impact the Christmas Fayre booking for the 12/13<sup>th</sup> December, the meet Santa/Panto booking for 19/20<sup>th</sup> December and the weeding booking on 22<sup>nd</sup> December.

DISCUSSED that the Chamber is not booked out on Monday evenings when there is an F and GP, Council or Planning Meetings.

ACTION: The Deputy Town Clerk to liaise with Events Manager to confirm dates.

DISCUSSED that the new meeting rooms should be ready for marketing w/c 7<sup>th</sup> December 2020.

## **288. GRANT BUDGET\***

RESOLVED to recommend to Council that the discussion on the proposed grant budget for the 2021-2022 Civic Year be referred back to the Asset and Budget Review Sub-Committee, who will meet and make a recommendation to F and GP after reviewing the draft 2021-2022 budget. Proposed Cllr. R. Bayford, Seconded Cllr. D. Saunders, agreed.

## **289. SUB COMMITTEE MEETINGS**

RESOLVED that the Chairs of the Asset and Budget Review Sub-Committee and the Leisure and Tourism Sub-Committee will organise their respective Sub-Committees next meeting dates.

## **290. DECORATIVE LIGHTING**

RESOLVED to approve the expenditure of £10,845 + VAT for the Christmas 2020 decorative light displays, which includes their installation and taking down after the festive period, storage at approved facilities and identified repairs/replacement parts and lights.

Proposed Cllr R. Binks., Seconded Cllr. D. Saunders, agreed.

DISCUSSED that the Mayor and Mayoress would like to undertake an informal switch on ceremony on Saturday 28<sup>th</sup> November 2020, within current COVID-19 guidelines/restrictions to promote Christmas light display on social media platforms.

ACTION: Mayor's Secretary and Senior Administrator to facilitate this, if the Christmas Light Display is ready on 28<sup>th</sup> November 2020.

**291. FUTURE MAINTENANCE ARRANGEMENTS FOR TOWN COUNCIL LAND**

RECEIVED the recommendation for the Allotments and Land Sub-Committee regarding the maintenance arrangements for Town Council owned land for the year 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

RESOLVED to defer the decision regarding the maintenance arrangements for Town Council owned land for the year 1st April 2021 to 31st March 2022 to the next meeting of F and GP, pending discussions and ideas on how to improve the appearance of the beds and grass area immediately in front of the Pierremont Hall entrance. Proposed Cllr. R. Binks, Seconded Cllr. R. Bayford, agreed

**292. FINANCIAL REGULATIONS\***

DISCUSSED the time limitation of the 31st December 2020 on Financial Regulation 4.1.d.

RESOLVED to recommend to Council that the time limitation of Financial Regulation 4.1.d. is extended to 31<sup>st</sup> March 2021.

Proposed Cllr. R. Bayford, Seconded Cllr. P. Moore.

**293. TWINNING SIGNS**

DISCUSSED the plans and estimates for the replacement Broadstairs and St. Peter's Twining Association signs.

RESOLVED to defer the decision regarding the replacements signs, pending clarification on where they are going be placed, and a review of the Ramsgate Road sign to clarify design and font.

ACTION: Cllr. D. Saunders to provide information on the condition, font and design of the Ramsgate Road sign to the Deputy Town Clerk.

Deputy Town Clerk to speak to the Twinning Association to discuss the project.

**The following items to be discussed following a resolution to exclude the public under Standing Order 3d due to the confidential nature of the business.**

**294. STAFF MATTERS\***

Please refer to Confidential Minutes.

**295. COVID-19 GRANT APPLICATION**

Please refer to Confidential Minutes.

**The press and public were re-admitted to the meeting.**

**296. PROPOSED FORWARD AGENDA ITEMS**

The date of the next meeting will be Monday 25th January 2021 at 7pm.

Deputy Town Clerk  
Meeting closed at 8.40p.m.  
Meeting was recorded: ~~yes~~/no  
Members of the public were present: ~~yes~~/no  
Members of the press were present: ~~yes~~/no