



# Broadstairs & St Peter's Town Council

## COMMUNITY ASSETS COMMITTEE MINUTES

**THURSDAY 11<sup>th</sup> FEBRUARY 2021**

Present: Cllrs: R. Bayford, R. Binks (Chair), R Dexter, M Garner and D. Saunders

Town Clerk: Kirsty Holroyd  
Deputy Town Clerk: Christine Chappell  
Events Manager: Leanne Hadden

### **413. APOLOGIES FOR ABSENCE**

None – all present

### **414. DECLARATIONS OF INTEREST**

None.

### **415. MINUTES**

Members received the minutes of the meeting of the 16<sup>th</sup> December 2021.

**RESOLVED: that the minutes are a true record of the meeting and can be signed by the chairman at the next opportunity.**

Proposed Cllr. D. Saunders, seconded Cllr. B Bayford, agreed.

### **416. PIERREMONT HALL**

a) DISCUSSED the outstanding snagging issues:

The Deputy Town Clerk had attended an inspection visit along with the Town Clerk, Cllr Binks and the project managers on 14 January when a variety of problems had been noted. The builders have agreed to return with the project managers and put right many of the issues on Monday 15 February. In the meantime additional snags have been spotted including some damp in the extension, a sunken patch on the lawn and two of the CCTV cameras appear not to be connected. These will also be assessed at the forthcoming meeting.

b) DISCUSSED the new Meeting Rooms:

The Events Manager reported that the meeting rooms are all now fully furnished and ready to let. Members discussed the details of the arrangement with Probe Security to use the room as a rest room.

**RESOLVED: The Clerk will ascertain the details of the agreement.**

c) DISCUSSED the disabled ramp options for the threshold in the Council chamber and railing around the portico

The Events manager produced three quotes from local architects. One of them had

been approved under the Town Clerk's delegated powers and he will now produce detailed drawings for Councillors' scrutiny at the next meeting.

d) DISCUSSED the proposal for measures to ensure the security of the grassed area during events.

The Events manager shared her proposals for ensuring that the lawn area remains free of dogs during events by the installation of a short fence, gate and hedging at the southeastern end of the building. Members agreed it was a good idea.

**RESOLVED: The Events Manager will obtain three quotes for presentation at the next meeting.**

e) DISCUSSED The positioning of two benches received from Thanet District Council. The benches are currently at Cllr Saunders' house and once the weather improves he will paint and treat them and arrange for them to be delivered to Pierremont Hall. The Events Manager gave a visual presentation showing the benches in three different locations.

**RESOLVED: All agreed the option to have them positioned to either side of the steps to the portico was preferable provided they would not provoke anti social behaviour. On balance this was thought to be a risk worth taking.**

f) DISCUSSED other projects to enhance the area

The Events manager shared her proposal to position a large planted urn at either side of the steps. Members agreed with the proposal in principle provided they are designed to be secure in an elevated position.

**RESOLVED: The Events manager will proceed to obtaining three quotes for scrutiny at the next meeting.**

g) DISCUSSED planting to screen the ramp

The Events Manager presented two quotes to undertake the work. It had not proved possible to procure a third.

Members agreed in principle with the work but asked that the events manager check whether the uneven grass referred to in minute 416 above needed to be treated prior to the planting of the hedge.

**RESOLVED: That provided the planting can be undertaken independently of the remedial works to the lawn Box Green be asked to carry out the works.**

h) DISCUSSED the Council's art collection and which pieces should be displayed in the mayor's parlour

**RESOLVED: that the collection ought to be photographed and catalogued properly before a decision can be made. This should happen once the weather improves.**

i) DISCUSSED the possible positioning of a swift box on the northern end of Pierremont hall as requested by the Environmental Working Group

Although members agreed in principle with measures to safeguard wildlife and encourage more bird species into the area, they had reservations about the amount

of noise swiftness might make which could upset tenants in the building.

**RESOLVED:**

**i) that Cllr Garner will obtain more information from the manufacturer of the box**

**ii) that the Clerk will seek to obtain planning permission.**

j) The Events Manager reported that some moss growing on the car park adjacent to The Cottage was causing a slip hazard and asked for permission to have the area treated.

**RESOLVED: That since the health and safety of tenants and members of the public must come first, this issue must be addressed immediately.**

#### **417. RETORT HOUSE**

a) DISCUSSED the Deputy Town Clerk gave the following verbal update on the UKPN Power Upgrade. The manager involved has refused to attend a site visit or provide a breakdown of costs already incurred. In an effort to get the project moving again, the Deputy Clerk has sent a formal complaint via the appropriate channels to UKPN asking that the matter be escalated urgently.

DISCUSSED the Project Manager has suggested that the installation of the electric box and the external cable around the building is undertaken whilst waiting for the UKPN costs issue to be concluded.

**RESOLVED that under the delegated powers of the Town Clerk, the project manager engage Saunders Electrical to undertake:**

**(i) The installation of the electric box in Albion Street Car Park, once a licence for the works has been granted by Thanet District Council and**

**(ii) The external cable around Retort House.**

b) DISCUSSED Albion Street car park

The Deputy Town Clerk reported that the insurance claim relating to the damage in Albion Street car park is still with the insurers and there was nothing further to report at this meeting.

c) DISCUSSED the actions to be taken to address a possible damp issue which had been spotted on a routine visit to the premises. Canterbury-based firm Anglian Tectonics had been called and would attend to advise the following day.

#### **418. COMMUNITY ASSETS**

a) DISCUSSED Albion Street toilets and the shelters.

The Deputy Town Clerk reported that no response had yet been received from Thanet District Council Lawyers to our comments on the Heads of Terms.

b) DISCUSSED a request to hire the bandstand and surrounding area for a summer event.

**RESOLVED: that the Town Clerk respond to the enquiry stating it is still too early to make a decision on any events this summer but that the council has serious health and safety concerns due to the inability to socially distance in the confined space.**

**The following item was discussed following a resolution to exclude the press and public under Standing Order 3d due to the confidential nature of the business.**

**419. TENANCIES\***

Please refer to the confidential minutes.

**The press and public were readmitted to the meeting.**

**420. DATE OF NEXT MEETING**

Thursday 4 March 2021 at 9.30am

Meeting closed 11:25am