



# Broadstairs & St Peter's Town Council

16<sup>th</sup> March 2021

To: Members of the Finance & General Purposes Committee,  
Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Finance & General Purposes Committee** to be held remotely using the Microsoft Teams Conferencing software on **Monday 22nd March at 7pm**. Details on how to join the meeting can be found at the end of this Agenda.

A handwritten signature in black ink that reads 'Kirsty Holroyd'.

Kirsty Holroyd  
Town Clerk

*Agenda items marked \* require a resolution from the Town Council.  
In accordance with Standing Orders 3e, 3f and 3g a member of the parish may address the committee for a maximum of 3 minutes.*

## AGENDA

### 1. APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTEREST

To receive from members of the Council and the Town Clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16<sup>th</sup> July 2012.

### 3. OPENESS AND TRANSPARENCY

To remind those present of the following:

The right to record, film or broadcast any meetings of the Council, committees and subcommittees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any person or organisation choosing to film, record or to broadcast a meeting of the Council or a committee is responsible for any claims or other liability from them doing so.

### 4. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To approve the minutes of the meeting held on the 15th February 2021.

**5. SUBCOMMITTEE REPORTS**

None held

**6. CHAIRMAN'S REPORT**

**7. CORRESPONDENCE and CONSULTATION RESPONSES**

Town Clerk to provide any other news items of interest before the committee and update on agenda items from the previous meeting.

- A short report from the Events Manager
- Statement of Community Involvement
- VE Day commemorations

**8. BROADSTAIRS FOOD FESTIVAL**

To receive a presentation from the Food festival and make a decision regarding their grants request for 2020 and 2021.

**9. FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENTS**

- To receive the periodic financial report for the period 13th February to 19 March 2021.
- To receive the budget comparison for the period 1 April 2021 to 19 March 2021.

**10. REVIEW OF FINANCIAL REGULATIONS**

- To undertake the Annual Review
- To consider the addition of an extra clause to facilitate the running of the Council.
- To note the change to Regulation 4.1d

**11. ASSET REGISTER\***

To make a recommendation to Council to agree the annual Asset Inventory.

**12. KIOSK LICENCE**

To agree a final licence for the 2021 season

**13. BEACH SECURITY FOR THE SUMMER SEASON**

To discuss requirements and whether to proceed with hiring in security staff

**14. RECIPIENTS OF ANNUAL CUPS AND TROPHIES\***

To make a recommendation as to who should receive the Mayoress Cup and Millennium Cup at the ACM.

**15. CALENDAR OF MEETINGS\***

To discuss and make a recommendation to the ACM of the draft calendar of meetings for the 2021-2022 Civic Year.

**16. PROPOSED FORWARD AGENDA ITEMS**

The date of the next meeting will be the Annual Town Council Meeting Monday 17<sup>th</sup> May 2021 at 7pm.

External link to join the meeting: <https://teams.microsoft.com/l/meetup-join/19%3a59785e6786814db1ae53248829e75e9a%40thread.tacv2/1610973686137?context=%7b%22Tid%22%3a%22cd17ed5b-c5bc-4388-8133-13b526350d59%22%2c%22Oid%22%3a%22f7294313-edd6-4a02-9513-9553c69e50a4%22%7d>