



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

Monday 21 June at 7pm in the Council Chamber, Pierremont Hall

Present: Cllrs Bailey, B. Bayford, R. Binks, R.K. Binks, D. Saunders, M. Saunders

Town Clerk: Kirsty Holroyd

Events Manager: Leanne Hadden

103. ELECTION OF A CHAIRMAN AND VICE CHAIRMAN FOR 2021/22

RESOLVED:

- i) **That Cllr Ros Binks be appointed chairman of the committee for 2021/22**
- ii) **That Cllr Bob Bayford be appointed vice chairman of the committee for 2021/22**

104. APOLOGIES FOR ABSENCE

None received; Members noted from the agenda that Cllr Garner was expected but this was an administrative error: he no longer sits on this committee.

105. DECLARATIONS OF INTEREST

None received

106. MINUTES

Members received the minutes of the meeting held on 21st April 2021

RESOLVED: That the minutes be signed as a true record of the meeting by the chairman.

107. FACILITIES OFFICER

Members were introduced to David Bassett who gave them his initial report. Although he had only been in post one week, David expressed concern that the role could be fulfilled adequately within the ten hours per week which had been allocated. He had already identified some areas which needed attention and he was awaiting visits by various local contractors to address them. He acknowledged that a grade II listed building needed constant attention and suggested a full survey would be prudent. He would be looking to introduce a schedule of works once this was carried out in order to manage the building proactively.

RESOLVED: The Town Clerk will set up meetings with the previous Town Clerk and with the project managers in order to fast track David's

knowledge base.

108. PIERREMONT HALL

a) Members received the report of the Events and Bookings Manager covering current and future bookings, projected income, targets, future events, marketing strategy and social media following. Cllr R Binks commended her on a very impressive presentation.

RESOLVED: Members agreed to note.

b) Members received and considered a proposal concerning community bookings

RESOLVED: that now that Pierremont Hall is established as a venue within the town there is no longer a need to offer discounts to local groups. Regular (weekly) bookings may receive a 20% discount but no further discounts are to be applied.

c) Members received a verbal update on the installation of the iron railings and were told that three companies had attended the site but two were unable to quote due to lack of capacity. The Events and Bookings Manager was continuing to work with the third.

RESOLVED: Members agreed to note

d) Members received a verbal update on the accessibility project. The Events and Bookings Manager stated it was proving difficult to find one someone with the relevant stonemasonry skills and carpentry skills combined and that most local tradesmen had more work than they could accommodate at present. However the work is still urgent so she will keep looking.

RESOLVED: Members agreed to note

e) Members were due to consider quotes to repaint the exterior of The Cottage. However, the Town Clerk had only managed to procure one so far. A second person had visited the previous week and was preparing a quote and a third was due to visit the following week.

RESOLVED: Members agreed to note.

109. RETORT HOUSE

a) Members received an update on the UKPN power upgrade which the Deputy Town Clerk had prepared. The project was still on track and a positive meeting had taken place between all four stakeholders the previous week, but it was impossible for the work to be carried out prior to September.

RESOLVED: Members agreed to note.

b) Members considered the future management of Retort House. Although it had been agreed in October 2019 that the Escapement would be responsible for managing Retort House bookings, the contract and terms have never been completed and the trial period was due to end in March 2022. Members considered whether now that Pierremont Hall had an Events and bookings

Manager it would be feasible to bring the management of Retort House under her remit.

RESOLVED: That staff would produce a report detailing the various options for members' consideration at the next meeting.

110. COMMUNITY ASSETS

- a) Hanging baskets. Cllr R Binks updated members and told them the lamp posts have now been stress tested by KCC and the hanging baskets will now be erected on all but six.

RESOLVED: Members agreed to note.

- b) Community Payback
The Town Clerk reported on the range of highly visible projects the team had been undertaking on the seafront. Members had seen their work and commended the team their efforts. The Town Clerk reported she had spent £727 on materials such as paint and varnish.

RESOLVED: that Councillors are happy to continue supporting this worthwhile work.

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.

111. TENANCIES

Please refer to confidential minutes

112. FUTURE AGENDA ITEMS (added at last meeting)

- external cleaning and / or painting of the building
- removal of the road markings outside the rear of the Hall
- mayor's parlour
- Parking barrier

113. DATE OF NEXT MEETING

Monday 19 July at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 8.25 PM