



Broadstairs & St Peter's Town Council

6 September 2021

To: Members of Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Council** to be held in the Council Chamber at Pierremont Hall on **Monday 13th September 2021 at 7pm.**

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

Kirsty Holroyd
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To receive from members of the Council and the presiding clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16th 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.

4. MINUTES

To approve the minutes of the Council meeting held on 12 July 2021

5. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

6. COMMUNITY ASSETS COMMITTEE

i) To receive the minutes of the meeting held on 19 July 2021 and consider any recommendations contained therein

i) To receive the draft minutes of the meeting held on 16 August 2021 and consider any recommendations contained therein

iii) To receive the report of the Facilities Officer

7. FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the draft minutes of the meeting held on Monday 26 July 2021 and consider any recommendations therein

8. PLANNING COMMITTEE

- i) To receive the minutes of the meeting held on Monday 2 August and consider any recommendations therein
- ii) To receive the draft minutes of the meeting held on Monday 6 September and consider any recommendations therein

9. LEISURE AND TOURISM SUBCOMMITTEE

- i) To receive the draft minutes of the meeting held on Monday 23 August 2021 and consider any recommendations therein
- ii) To receive and approve the draft Terms of Reference for the sub-committee

10. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

- i) To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.
- ii) A Member may ask the Town Mayor or the Town Clerk any question concerning the business of the Council, provided 2 clear working days' notice of the question has been given to the person to whom it is addressed.

11. COMMUNICATIONS

- i) To receive such communications as the Town Mayor may desire to lay before the Council.
- ii) To receive such communications as the Town Clerk may desire to lay before the Council.

12. FINANCE

- i) To receive and approve a report concerning payments for the period 8 July to 6 September 2021.
- ii) To receive information about payments authorised between meetings
- iii) To receive and consider a financial statement detailing income and expenditure year to date
- iv) To receive confirmation that the external auditor has completed the audit of accounts for 2019/20 and found no matters arising
- v) To consider retaining the same bank signatories as the last civic year.

13. SOCIAL MEDIA REVIEW

- i) To receive and consider the report of the Civic and Support Officer
- ii) To receive a short presentation on the development of a brand for the council's social media

14. AUDIT AND ORGANISATION OF THE COUNCIL'S ARTS WORKS AND OTHER ITEMS KEPT IN STORAGE

To consider how best to carry out the work

15. REGENERATION WORKING GROUP

To receive an update from Cllr R Binks on work undertaken over the summer

16. QUEEN'S PLATINUM JUBILEE

To receive a letter outlining scheduled events and consider whether the Council would like to take part in a beacon lighting ceremony.

17. TOWN FORUM

To discuss the date and format of the next meeting

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

18. STAFF MANAGEMENT COMMITTEE

i) To receive the draft minutes of the meeting held on Thursday 18 June 2021 and consider any recommendations contained therein.

ii) To receive an update on the work of the Events and Bookings Manager

iii) To establish a date for the next sub-committee meeting

Members of the public may re-enter the meeting

19. PROPOSED FORWARD AGENDA ITEMS

The date of the next meeting will be 11 October 2021 at 7pm in Pierremont Hall