



# Broadstairs & St Peter's Town Council

3 November 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 8th November 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 11 October 2021

**5. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

**6. QUESTIONS AND/OR OBSERVATIONS FORM 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.

**7. COMMUNITY ASSETS COMMITTEE**

To receive the draft minutes of the meeting held on Friday 15 October 2021 and consider any recommendations therein

**8. ALLOTMENTS AND LAND**

To receive the draft minutes of the meeting held on Monday 25 October 2021 and consider any recommendations therein

**9. PLANNING COMMITTEE**

To receive the draft minutes of the meeting held on Monday 1 November and consider any recommendations therein

**10. 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.

**11. BROADSTAIRS IN BLOOM.**

To receive the report from the Town Clerk and Civic Support Officer  
To receive and consider the last tender document

**12. FINANCE**

i) To receive and approve a report concerning payments for the period 7 October to 3 November 2021.

ii) To receive information about payments authorised between meetings

**13. GRIEVANCE POLICY**

To receive and consider the draft grievance policy as agreed by the Staff Management Sub-committee on 23 September

**14. REMEMBRANCE SUNDAY EVENT**

To receive final details about the event

**15. TOWN FORUM**

To give feedback and discuss any issues which arose

**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.**

**16. APPOINTMENT OF NEW MEMBER OF STAFF**

To receive an update on the recruitment process and a recommendation from the interview panel.

**Members of the public may re-enter the meeting**

**17. DATE OF NEXT MEETING**

The date of the next meeting will be Monday 13 December 2021 at 7pm in Pierremont Hall

**19. DATE OF NEXT MEETING**

The date of the next meeting will be Monday 8 November 2021 at 7pm in Pierremont Hall