



Broadstairs & St Peter's Town Council

9 November 2022

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

You are summoned to a meeting of the **Council** to be held in **Retort House** on **Monday 14 November 2022 at 7pm.**

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

Kirsty Holroyd
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any requests for approval of 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. MINUTES

To approve the minutes of the Extraordinary Council meeting held on Tuesday 18 October 2022.

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

5. 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.

6. PLANNING COMMITTEE

To receive the draft minutes of the meeting held on Monday 7 November 2022 and consider any recommendations therein

7. FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the draft minutes of the meeting held on Monday 31 October 2022 and consider any recommendations therein.

- 8. ALLOTMENTS AND LAND SUBCOMMITTEE**
To receive the draft minutes of the meeting held on Monday 24 October 2022 and consider the recommendation under minute 12 ii)
- 9. 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.
- 10. FINANCE**
i) To receive and approve a report concerning payments for the period 11 October 2022 to 9 November 2022.
ii) To verbally receive information about works or services authorised between meetings
iii) To receive and approve a report concerning payments for the period 9 November 2022 to 14 November 2022 (to be presented at the meeting in order to be current)
- 11. PIERREMONT EVENTS**
i) To receive the report of the Events and Bookings Manager for 2022
ii) To receive financial reports and forecasts 2021-2024
- 12. RETORT HOUSE**
To receive a verbal report detailing the proposed opening of the venue to the public.
- 13. ELECTRIC VEHICLE**
To receive a verbal report from the EV Working group and consider any recommendations therein.
- 14. HR POLICIES**
i) To receive a draft Sexual Harassment Policy and consider its adoption by Council
ii) To receive a draft Absence and Leave Policy and consider its adoption by Council
- 15. COUNCILLORS ALLOWANCES**
i) To receive the NALC Topic note detailing the legal obligations of the Council when considering payment of Councillors' Allowances.
ii) To receive the East Kent Joint Parish Independent Remuneration Panel's Quadrennial Review of Town and Parish Council Members' Allowances for the municipal years 2021-2025
iii) To consider the summary of recommendations of the EKJPIRP for the municipal years 2021 to 2025 and consider councillors' allowances for 2021/22
- 16. NALC AND SLCC CIVILITY AND RESPECT PLEDGE**
To receive a verbal update about the initiative.

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.

17. STAFF ISSUES

To receive a report concerning various staff issues

To receive a memorandum from NALC concerning new pay scales for 2022-23

Members of the public are permitted to re-enter the meeting

18. DATE OF NEXT MEETING

The next Council meeting will be held on Monday 12 December 2022 at 7pm in Pierremont Hall.