



BROADSTAIRS & ST. PETER'S  
TOWN COUNCIL

## **Minutes of the meeting of the Council held on Monday 14 November 2022 at 7pm in Retort House, Broadstairs.**

Present: Cllrs R Bailey, B Bayford, J Bayford, R. Binks, R K Binks, J Buckley, R Dexter (Chairman), M Garner, P Moore, D Parsons, A Rawf, D Saunders, M Saunders.  
Cllr Savage had sent a message that he would be arriving late.

Town Clerk: Kirsty Holroyd  
Events and Bookings Manager: Leanne Haddon

Before the meeting commenced, the Chairman, Cllr Dexter welcomed everyone and drew their attention to the openness and transparency legislation confirmed in several notices around the room.

### **93. APOLOGIES FOR ABSENCE**

Apologies with reason were received and accepted from Cllr W Moore.

### **94. DECLARATIONS OF INTEREST**

None received

### **95. MINUTES**

**RESOLVED: That, the minutes of the extraordinary Council meeting held on 18 October 2022 can be approved and duly signed as a true record by the chairman.**

### **96. MATTERS ARISING**

Cllr Bailey asked whether the proposal to the tenants had been submitted by the tenant management company. The Town Clerk confirmed that it had, and that it had been accepted by at least one tenant.

### **97. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S.**

None received

### **98. PLANNING COMMITTEE**

Members received the minutes of the meeting held on Monday 7 November 2022.

**RESOLVED: Members agreed to note**

**99. FINANCE AND GENERAL PURPOSES COMMITTEE**

Members received the draft minutes of the meeting held on Monday 31 October 2022.

**RESOLVED: Members agreed to note.**

**100. ALLOTMENTS AND LAND SUB-COMMITTEE**

Members received the draft minutes of the meeting held on 24 October 2022 and considered the recommendation at minute 12 ii).

**RESOLVED: That officers be asked to write a report in conjunction with landscaping professionals suggesting exactly what plants could be removed or replaced and with what in order to design out the current anti-social behaviour. This report to be presented to the Allotment and Land Sub-committee.**

**101. COMMUNICATIONS**

i) The Chairman wished to thank staff, in particular the Civic and Support Officer for arranging such a successful and well attended Remembrance Sunday event.

ii) The Town Clerk updated members on the following items:-

- KALC AGM due to take place on Saturday 19 November 2022
- Successful Town Forum event held on Monday 17 October. News and information exchanged and complaints about continuing poor state of toilets at Harbour Street and the bandstand received. Subsequently the Town Clerk has been successful in linking Community Payback with the correct officers at TDC to enable the CP team to undertake redecoration at both sites over the winter period.
- Mockett's Wood volunteers' Christmas dinner to be paid for by the Town Council as a thank you for all their hard work managing the wood over the year. Total cost £175.
- Report on damage to Albion Street car park compiled and ready for submission to Colin Carmichael at TDC who has agreed to assist in resolving the issue.

**102. FINANCE**

i) Members received and approved a report concerning payments for the period 11 October 2022 to 9 November 2022. (see attached)

**RESOLVED: That the payments be approved**

ii) Members were due to receive information about works or services authorised between meetings under financial regulation 4.1c, 4.1d and 4.5. However none had been actioned this month.

iii) Members received and approved a verbal report concerning payments for the period 9 November when the agenda was sent out to 14 November 2022. £390 to Ability Decorators for the fitting of a handrail to the stairs on the ground floor.

£280 to Darrel King for the window cleaning

**RESOLVED: That the payments be approved.**

### **103. PIERREMONT EVENTS**

i) Members received the report of the Events and Bookings Manager for 2022.

**RESOLVED: Members agreed to note**

ii) Members received the financial reports and forecasts dated 2021-2024.

**RESOLVED: Members agreed to note the report and wished to record that they were impressed with the success the venue is enjoying, the excellent feedback from users and the year on year growth in terms of bookings and net income. They thanked the Events and Bookings Manager for her continued hard work and dedication.**

### **104. RETORT HOUSE**

Members received a verbal report from the Town Clerk on the proposed opening of the venue to the public. A series of drop in events were being held that week and a marketing campaign was underway to let people know the venue is now available for hire. A soft opening over the next few weeks is envisaged, in order to manage any teething problems and a full opening will take place in the New Year. Further details to be discussed with the Community Assets Committee.

### **105. ELECTRIC VEHICLE**

Members received a verbal update from the EV working party. Cllr B Bayford reported on the discussion which had taken place the previous week. The group had agreed that the need for a vehicle have been proved but that the type of van was still under debate. It was confirmed money was already held in the budget for a vehicle.

**RESOLVED:**

i) **That the task of researching, finding and purchasing a suitable van be delegated to the Town Clerk.**

ii) **That a maximum budget of £10,000 is applied.**

iii) **The project will be reviewed after a trial period and if successful a more expensive electric vehicle can be considered.**

### **106. H R POLICIES**

Members considered a draft Sexual Harassment Policy and an Absence and Leave Policy.

**RESOLVED: That the policies be considered in greater detail by the Staff Management Committee at their next meeting.**

### **107. COUNCILLORS ALLOWANCES**

i) Members received the NALC Topic note detailing the legal obligations of the Council when considering payment of Councillors' Allowances.

**RESOLVED: Members agreed to note**

ii) Members received the East Kent Joint Parish Independent Remuneration Panel's Quadrennial Review of Town and Parish Council Members' Allowances for the municipal years 2021-2025

**RESOLVED: Members agreed to note**

iii) Members considered the summary of recommendations of the EKJPIRP for the municipal years 2021 to 2025 and considered councillors' allowances for 2021/22

**RESOLVED: that having paid due regard to the recommendations in the report, payment of £600 to each councillor be approved in respect of the duties they carry out around the town over the year.**

*Cllr J Savage requested that the minutes record he disapproves of this decision.*

The chairman made it clear that individual members are not obliged to take the allowance.

### **108. NALC AND SLCC CIVILITY AND RESPECT PLEDGE**

The Town Clerk updated members on the initiative to which Council agreed at the October meeting. There are some training and governance issues which need to be implemented before the Council can sign the pledge. This will be dealt with by the Staff Management Committee.

*The following item was discussed after a resolution to exclude the public under standing order 3d due to the confidential nature of the business.*

### **109. STAFF ISSUES**

- i) Members received updates on various staff issues;  
**RESOLVED: A staff management meeting will take place as soon as possible to discuss the issues raised.**
- ii) Members received a memorandum from NALC concerning new pay scales for 2022-23.  
**RESOLVED: that the new pay scale be applied to all staff salaries and back dated to April 2022 as confirmed by NALC.**

### **110. DATE OF NEXT MEETING**

Monday 12 December at 7pm in Pierremont Hall

Town Clerk  
Meeting closed at 20.42

Signed \_\_\_\_\_

Date \_\_\_\_\_