



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

Monday 23 January at 7pm in the Council Chamber, Pierremont Hall

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

Town Clerk: Kirsty Holroyd

40. APOLOGIES FOR ABSENCE

Apologies with reason from Cllr Bailey were offered and accepted
Cllr Savage was absent.

41. DECLARATIONS OF INTEREST

None received

42 . MINUTES

Members received the minutes of the meeting held on Monday 21 November 2022.

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

43. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA none

44. PIERREMONT HALL

i) Members received an update on the development of tender documents for Phase IIIa. Due to the diverse and specialist nature of the works to be undertaken, the Facilities Manager is having problems finding a company with the necessary expertise to write the tender.

RESOLVED: That the Facilities Manager research potential Building Consultancies which could advise on the entire project and arrange for at least three to present to Council.

ii) Members received a report on the future use of the Meeting suite. The Facilities Manager confirmed that no major changes would be necessary to prepare it for long term lease, except the removal of the CCTV monitoring equipment which needs to be moved into the basement.

RESOLVED: That the tenant management company be asked to market the suite for long term lease.

iii) Members received and considered two quotes to extend the fire alarm system into the Cottage and the Music Room.

RESOLVED: That Westgate Security be asked to carry out the work at a cost of £6377 plus vat.

iv) Members received indicative quotes to refurbish the council chamber floor, and considered whether it would be necessary this financial year.

RESOLVED: that £2500 be added into the 2023/24 budget to cover the expenditure.

45. RETORT HOUSE

i) Members received a verbal update on issues from the Town Clerk. The Tenant Management company had met with the tenant the previous Friday afternoon to discuss various issues including non-payment of rent. The Town Clerk was awaiting an update.

ii) Members received final quotes and images from two local companies.

RESOLVED: That some last-minute amendments are needed. Cllr D Saunders to take everyone's comments into account and come up with a final image to send over to the suppliers.

iii) Members received draft wording for the website

RESOLVED: That with some agreed amendments including changing the word Venue for Centre the wording can be used.

iv) Members received and reviewed the tender for the regular cleaning contract. The Town Clerk reported that cleaning would take place once a week only at first until usage demanded more frequent cleans.

RESOLVED: That the tender from Total Cleaning South Ltd was still fit for purpose and can be approved.

The following business was undertaken in accordance of the provision of standing order 3d with a resolution made to exclude the public due to the confidential nature of the business.

46. MISCELLANEOUS COMMUNITY ASSETS

i) The Beacon

Members received and considered a quote for repairs to be carried out by a preferred supplier of TDC. The Town Clerk reported that beacon lighting was not due to play any part in the Coronation celebrations according to a recent announcement from Buckingham Palace. Alternatives were due to be considered by the coronation advisory group the following day.

RESOLVED: that the cost cannot be justified if the beacon is not to be used and no further action need be taken at the moment.

ii) Issues in Albion Street car park

Members received a report and considered what could be done to bring the matter to a conclusion. It was discovered that due to a misunderstanding the report had not yet been received by Colin Carmichael, Chief Executive at TDC who had agreed to look into the matter. It had been understood that the report had been received in November.

RESOLVED: That the Town Clerk send the report to Mr Carmichael and explain that due to the amount of time which had passed and the number of TDC officers who had been asked to assist without success, the Town Council now felt it had no choice but to stop paying for the road plate currently used on TDC land in the car park. It would give the supplier two

months' notice and then stop paying the monthly invoices. It was felt this time frame allowed adequate time for parties to come together to find a solution.

Cllrs B Bayford and D Saunders abstained from voting.

47. TENANTS' ISSUES

RESOLVED:

- i) That harassment and bullying of staff will not be tolerated and staff should be encouraged to keep a diary of any incidents. The Council supports its staff and empowers each individual to defend their position professionally and respectfully without fear of reprisal.**
- ii) That the Town Clerk should not respond personally to the Letter Before Action dated 16 January 2023 but to ask Boys and Maughan Solicitors to respond on the Council's behalf.**

48. DATE OF NEXT MEETING

Monday 20 February 2023 at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 8.15 pm

Signed _____

Date _____