



Broadstairs & St Peter's Town Council

30 January 2022

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 7 February 2022 at 6pm.**

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 13 December 2022

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**

i) To receive the draft minutes of the meeting held on Monday 17 January 2022 and consider any recommendations therein

ii) To receive and consider a quote to remove the step and threshold of the portico doors

8. FINANCE AND GENERAL PURPOSES COMMITTEE

i) To receive the draft minutes of the meeting held on Monday 24 January 2022 and consider any recommendations therein

9. PLANNING COMMITTEE

i) To receive the draft minutes of the meeting held on Monday 10 January 2022 and consider any recommendations therein

ii) To consider a nomination for Cllr Garner to be appointed to the planning committee

10. ALLOTMENTS AND LAND COMMITTEE

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

To receive and consider the shortlist for the grounds maintenance tender

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. NEIGHBOURHOOD PLAN

To consider how best to update the community projects and environment sections for the next draft of the neighbourhood plan

13. FINANCE

i) To receive and approve a report concerning payments for the period 9 December 2021 to February 2 2022.

ii) To receive information about payments authorised between meetings

iii) To receive information about the Unity Multi-pay card and consider applying.

iv) To approve a virement of funds from cost centre Admin and Office costs to cost centre Pierremont Hall in line with Financial Regulation 4.2

v) To approve a transfer of funds from the NatWest current account to the Unity Bank account

14. PLATINUM JUBILEE

To receive a project proposal from the Events and Bookings Manager and consider any additional celebrations

15. VINCENT CLOSE PARK

To receive a proposal from Cllr Garner to purchase picnic benches for the community to use

16. TOWN FORUM

To discuss the proposed date of 28 February for the next forum and to agree on a focus topic

17. ANNUAL TOWN ASSEMBLY 14 March 2022

To confirm the date and discuss any speakers or special invitees

18. BROADSTAIRS IN BLOOM:

To receive a report from the working group and consider forming a new committee to work with the community

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

19. FACILITIES OFFICER WORKING GROUP

- i) To receive and consider the findings and recommendations of the group.
- ii) To receive and approve the new job specification
- iii) To receive the Officer's latest report as an illustration of his current work load

20. FOLK WEEK

To receive a recommendation from the committee over the new lease for the Music Room.

21. DAN MASON

- i) To receive and consider the solicitor's fee for setting up the new lease
- ii) To consider setting the annual rental fee for the office

Members of the public may re-enter the meeting

22. DATE OF NEXT MEETING

The date of the next meeting will be the Annual Town Assembly on Monday 14 March 2022 at 7pm in Pierremont Hall

The next Council meeting will be held on Monday 11 April 2022 at 7pm in Pierremont Hall.

