



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 30 October 2023 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs J Bayford, J Bright, K Bright (Chairman), R Farooki, M Garner, J Hobson, C Kemp, C Leys, P Moore, A Munns, E Orhan, K Pressland, S Roberts, G Rusiecki

Town Clerk: Kirsty Holroyd

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

273. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllrs J Nichols.

274. DECLARATIONS OF INTEREST

None received

275. MINUTES

RESOLVED: That the minutes of the Council meeting held on 25 September 2023 can be approved and duly signed as a true record by the chairman.

276. MATTERS ARISING - none

The Chairman announced that item 19 Retort House would be moved to the agenda for the Community Assets Committee meeting on Monday 20 November 2023 where it can be more thoroughly discussed. All agreed.

277. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S.

Cllr Munns had written to the Town Clerk the previous week requesting a discussion at this meeting on the use of the private security services that are deployed at the main Viking bay and whether this can be extended to other bays. He also wished to understand their current remit and effectiveness. The Chairman was able to inform Cllr Munns that the provider of security services to Pierremont Hall, Retort House and the beach patrols had been invited to the Community Assets Committee meeting on 20 November to discuss all these issues.

278. PLANNING COMMITTEE

Members received the draft minutes of the meeting held on Monday 2 October 2023.

RESOLVED: Members agreed to note

279. ENVIRONMENT COMMITTEE

i) Members received and considered the draft minutes of the meeting held on Monday 27 September 2023.

RESOLVED: Members agreed to note.

280. FINANCE AND GENERAL PURPOSES COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 9 October 2023. Minute 126 relates to the conclusion of the Town Council's audit procedures for 2022-23 and states that the external auditor had noted that all proper practices had been followed and no matters had given cause for concern that the relevant legislation and regulatory requirement had not been met.

RESOLVED: Members agreed to note.

281. ALLOTMENTS AND LAND COMMITTEE

Members received the draft minutes of the meeting held on Monday 23 October 2023.

RESOLVED: That £1105 be vired from cost code Environmental Initiatives to Pierremont Planting to fund the new woodland planting.

282. COMMUNICATIONS

i) The Town Mayor firstly wished to pass on his best wishes for a speedy recovery to the Craig Mackinlay MP. He also gave an update on all the recent events at which he had represented the Town Council, including:-

- Dumpton Park Drive residents' association to discuss speeding on the road. Kent Highways is aware of the recent tragic accident which occurred and is working to address speeding in the area.
- The Town Forum held on Monday 16 October which had been well attended and a positive engagement event with local organisations.
- The Broadstairs Beacon business networking event on 17 October which had also provided the opportunity to engage with local small businesses and listen to their concerns.
- Schools outreach work which this month has included meeting with young people from Dane Court School, Charles Dickens School and St Georges School.

He also reported on the Neighbourhood Plan referendum which had resulted in an emphatic Yes result. The Plan will now be presented to TDC for formal approval and acceptance. He wished to thank all those who had worked so hard to bring about this result. Cllr Garner suggested that the planning committee consider how communication on the referendum could be improved next time,

although it was agreed every available platform - with the exception of leaflet deliveries - had been used.

Lastly he reported that the storage and display of the Town's heritage items and other memorabilia will be discussed at the Community Assets Committee meeting on 20 November.

ii) The Town Clerk reported that she had formally approached TDC with a proposal that the Town Council work the gardens under licence. She had been assured work was underway on formulating Heads of Terms which she hoped to present to Council shortly.

She reminded Councillors about the KALC AGM on 18 November and the Thanet Area Committee meeting at Pierremont Hall on Thursday 23 November. All are welcome to meet and discuss common issues with local councillors from across the District.

Lastly she reported that Community Payback Team had varnished the benches at Victoria Gardens over the previous few weeks and she wished to record the Town Council's gratitude. It was also noted that the team had been working at the Harbour Street toilets that day.

283. FINANCE

i) Members received and approved a report concerning payments for the period 25 September 2023 to 20 October 2023. (see attached). The RFO also reported staff costs for the month totalling £23,054.45.

RESOLVED: That the payments be approved

ii) Members received and approved a report concerning receipts for the period 25 September to 20 October 2023. The RFO also reported tenant receipts totalling £18,819.74.

RESOLVED: That the report be noted.

iii) Members were due to receive information about works or services authorised between meetings under financial regulation 4.1c, 4.1d and 4.5, but there were none to report.

iv) Members received and approved a report concerning payments for the period 20 October 2023 when the agenda was sent out to 30 October 2023 (see attached).

RESOLVED: That the payments be approved.

v) Members received and considered a summary report of payments and receipts as to 30 September 2023 (end of Qu 2) in line with Standing Order 17c.

RESOLVED: Members agreed to note.

vi) Members received the bank reconciliation report dated 30 September 2023 (end of Qu2) in line with Financial Regulation 2.2.

RESOLVED: Members agreed to note.

The Chairman of the F&GP committee signed the figures on the report against the balances on each of the original bank statements.

284. BUDGET 2024-25

i) Members received an update regarding the Town Council's VAT liability. Members of the Finance and General Purposes had attended an online presentation by PS Tax Consultants who have calculated the liability dating back to 2003 at £300,616. This sum is payable to HMRC immediately.

RESOLVED: That the report and advice be noted and heeded.

ii) Members received and considered the Town Council's current Reserves Policy. Adjustments were made to existing reserve balances to fund the payment due to HMRC.

RESOLVED:

i) **That £150,000 be taken from the Six Month's Running Costs reserve, £86,000 be taken from the General Contingencies reserve and £64,000 be taken from the Future Asset Refurbishment reserve.**

ii) **That consideration be given to topping up these reserves by the F&GP committee when next considering the budget 2024-25.**

iii) Members received and considered the first draft of the budget as proposed by the F&GP committee. The RFO explained that the spreadsheet was a simplified version of what the committee had considered and drafted. It detailed predicted expenditure in the current financial year which formed the base of expected budget requirement in 2024-25. The total requirement was currently estimated at £943,099. It was agreed it was not worth discussing further on this occasion as several more amendments were necessary in light of decisions made at this meeting.

RESOLVED: All agreed to note.

285. COUNCIL ACTION PLAN

Members received and approved the final draft of the action plan. The Town Clerk had noted that two projects from the former Environment Action Plan which had been incorporated into the main plan appear to have been omitted: tree planting in the street and creation where possible of super tiny forests.

RESOLVED: That with the addition of these two omitted ambitions, the plan can be adopted and published.

Cllr Bright explained that those projects which had been identified as important but over which the Town Council had little control would be listed on a separate plan, and lobbying to the most appropriate authority would continue either by individual councillors, political groups or staff.

286. LOCAL COUNCIL AWARD SCHEME

The Town Clerk introduced the NALC run scheme and explained it would serve to underpin the Council's pillars of Cleaner, Safer, Kinder by providing a framework of good governance and accountability to assure local electors of the high

standards and professionalism of the Town Council.

RESOLVED: That the Town Council apply for a Foundation level award by December 2023.

287. PHASE III: PIERREMONT HALL BASEMENT

Members received and considered a proposal from the building consultant and feedback from the working group assigned to meet with him. It was agreed the proposal met all the Council's needs and appeared reasonable and thoroughly prepared. The employment of a building consultant will dramatically reduce the risks associated with a complex building project and will help to safeguard taxpayers' money. Meetings with Mr Quinlan had been favourable and the testimonials received had been impressive.

RESOLVED: That TMD Building Consultancy Ltd be engaged to oversee the entire project including the hiring in of all specialist services at a cost of £96,645.

288. 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 2023/24.

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.

289. POLICIES REVIEW

Members received and reviewed the Town Council's Freedom of Information Policy and Publication Scheme. It was noted that no changes were necessary.

RESOLVED: That the document be accepted as fit for purpose.

ii) Members received and reviewed the Town Council's Gift and Hospitality Policy. It was noted that no changes were necessary.

RESOLVED: That the document be accepted as fit for purpose.

290. LIVE STREAMING AND RECORDING COUNCIL MEETINGS

Members received and considered a report from the Town Clerk. It was agreed that the Town Council aspires to be transparent and accessible to all and to engage better with local people. However it was felt that more research needs to be done in terms of evidencing need for the changes and technical viability before significant financial outlay can be justified.

RESOLVED:

i) That the ambition to establish live streaming of Council meetings be recorded on the action plan under "kinder".

ii) That officers start to gauge public interest in and potential uptake of

live streamed or recorded meetings

iii) That officers obtain the opinion of an IT professional on the capability of Pierremont Hall's infrastructure to support recording and live streaming of meetings.

291. RETORT HOUSE – moved to Community Assets agenda as detailed at minute 276

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

292. TENANT ISSUES

i) The tenant at Retort House has requested a meeting with Councillors.

RESOLVED: That Cllrs Orhan, K Bright, M Garner and A Munns will meet next Thursday 9 November at 2pm.

ii) Two other tenants have requested changes be made to their service charge invoices in light of Henderson Setterfield standing down as the tenants' managing agents, and the grounds maintenance charges being dropped by the Council.

RESOLVED: All adjustments to service charges to be made at the end of the financial year after calculation and verification from an independent RICS qualified appropriate person.

293. LEGAL ISSUES

There was nothing to report this time.

Members of the public were permitted to re-enter the meeting.

294. DATE OF NEXT MEETING

Monday 27 November 2023 at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 20.45

Signed _____

Date _____