



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 11 December 2023 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs J Bayford, J Bright, K Bright (Chairman), R Farooki, M Garner, C Kemp, J Nichols, E Orhan, 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.

313. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllrs A Munns, J Hobson, P Moore and K Pressland.

Cllr Leys was absent.

314. DECLARATIONS OF INTEREST

None received

315. MINUTES

RESOLVED: That the minutes of the Council meeting held on 27 November 2023 can be approved and duly signed as a true record by the chairman.

316. MATTERS ARISING - none

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

Cllr Nichols reported some serious damage to the jetty sustained during recent storms. TDC councillors will report it to TDC officers as soon as possible.

318. PLANNING COMMITTEE

Members received the draft minutes of the meeting held on Monday 4 December 2023.

RESOLVED: Members agreed to note

ii) Members received and considered proposed draft responses to the Sealink consultation document from Cllr Garner as agreed at minute 222 item iii)

RESOLVED: Members agreed that the responses presented in the document aligned with their own and could be used in the Town Council's own response.

iii) Members considered granting delegated authority to Cllr Garner and the Deputy Town Clerk to respond on the Town Council's behalf.

RESOLVED: That Cllr Garner and the Deputy Clerk be granted delegated authority to complete the consultation on behalf of the Town Council using the Minster Marshes draft response as a basis.

319. ENVIRONMENT COMMITTEE

Members received and considered the draft minutes of the meeting held on Monday 22 November 2023.

RESOLVED: Members agreed to note.

320. COMMUNICATIONS

i) The Town Mayor reported on the various community engagement events he had attended and led over the past two weeks (please see attached)

ii) The Town Clerk reported that the Community Payback team had now completed the decoration of the exterior of the Harbour Street Toilets. The Town Council had purchased the materials and Cllr Rusiecki and some local builders had undertaken the render earlier in the year which had enabled the project to be completed to such a high standard. Cllr Rusiecki was thanked for this generous act.

RESOLVED: that the Town Clerk communicate the Town Council's thanks to the Community Payback team for the transformation of the building. It would be much appreciated by residents and visitors to the town. The Town Council looks forward to working with the team on future projects.

The Town Clerk also reported on the KALC Thanet branch event she and Cllr Roberts had attended. Various issues of interest had been discussed and councillors were encouraged to attend the next meeting on 22 February 2024.

RESOLVED: Members agreed to note.

321. FINANCE

i) Members received and approved a report concerning payments for the period 28 November 2023 to 6 December 2023. (see attached). The Town Clerk also reported that staff salaries including NI, tax and pensions had also be paid at a total cost of £14,556 in November.

RESOLVED: That the payments be approved

ii) Members received and approved a report concerning receipts for the period 23 November to 6 December 2023.

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 7 December 2023 to 11 December 2023 when the agenda was sent out (see attached).

RESOLVED: That the payments be approved.

322. COUNCIL VAN

Members received and considered options for a replacement electric van for the Town Council's facilities team.

RESOLVED:

- i) **That the vehicle is purchased rather than leased**
- ii) **That delegated authority be granted to the Operations Officer and the Town Clerk to purchase a new or nearly new electric van to a maximum of £24,000.**

323. BUDGET 2024-25

i) Members received an update from the Town Clerk/RFO

RESOLVED: Members agreed to note

ii) Members received an updated spreadsheet detailing expected spend to March 2024 and anticipated expenditure in 2024-25. The Town Clerk explained a small increase in anticipated expenditure due to an increase in site security costs.

RESOLVED: Members agreed to reduce the number of security visits per night from four to three to reduce costs.

iii) Members received an updated document detailing updated total requirement and precept demand.

RESOLVED:

- i) **Members noted a total requirement of £898,124.00.**
- ii) **Members agreed a top up to the General Contingencies reserve of £50,000.**
- iii) **Members agreed an increase to the professional fees budget of £50,000 to cover the building consultant costs for the Phase III project.**
- iv) **Members agreed that anticipated income be used to offset expenditure.**
- v) **Members agreed that anticipated underspend be used to offset expenditure.**
- vi) **Members noted that once these factors are applied the total resource requirement is £816,999.**

iv) Members received an updated document showing the effect of any increase in demand upon the Council tax

RESOLVED: That the final precept demand be considered at the next Council meeting once the tax base has been confirmed by TDC.

324. VICTORIA GARDENS

Members received the second draft of the proposed licence from TDC and considered any amendments.

RESOLVED:

- i) That a twelve-month licence as proposed is satisfactory.
- ii) That an assurance that hedges will be cut three times a year by TDC staff be requested.
- iii) That the utility plans are necessary for planting, but that winter maintenance can take place prior to the plans being provided.
- iv) That the collection and removal of green waste from the site by TDC staff be included.

325. INTERNAL AUDIT

Members received the report of the Independent Internal Auditor following his inspection on 20 October 2023.

RESOLVED: that the Town Clerk be granted delegated authority to move monies between the Unity Trust Current account and the interest-bearing account in order to maximise income as per the IIA's recommendation.

326. POLICIES REVIEW

Members received and reviewed the Town Council's Staff Eye Test Policy. 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 Pierremont Hall Parking Policy. It was noted that no changes were necessary.

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

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

327. TENANT ISSUES

The Town Clerk reported that she, the Finance Officer and the Mayor intended to meet with a tenant to explain the outstanding invoices which he was contesting later this week. She also explained that she had contacted the tenant at Retort House with regard to the conditions for granting a new lease but had received no response.

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

328. DATE OF NEXT MEETING

Monday 29 January 2024 at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 20.09

Signed _____

Date _____