



Broadstairs & St Peter's Town Council

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

MONDAY 25th SEPTEMBER 2017

Present: Cllr. D Saunders (Chair).

Binks, Dexter, Hayton, Leys, Matterface, Moore, Parsons, M.
Saunders, Savage, Shaw and Taylor-Smith.

Town Clerk, Danielle Dunn.

Member of the Public: Gordon Taylor

Minutes marked * require a resolution from the Town Council

162 TO ELECT A VICE CHAIRMAN

RESOLVED to elect Cllr R Binks as the Vice-Chairman for the 2017-2018 civic year,
Proposed Cllr Shaw, seconded Cllr Parsons, decision Agreed

163 APOLOGIES FOR ABSENCE

Cllr Matterface and Cllr Moore

164 DECLARATIONS OF INTEREST

Cllrs who are also TDC Cllrs declared a non-pecuniary interest in minute number
175, as the building purchase was between TDC and Broadstairs and St. Peter's
Town Council.

165 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED to APPROVE the minutes of the meeting held on 24th July 2017

166 MINUTES OF SUB-COMMITTEES and WORKING PARTIES

None to receive

167 CHAIRMAN'S REPORT

Nothing to Report

168 CORRESPONDENCE and CONSULTATION RESPONSES

The Town Clerk set before the committee that continual correspondence had been
received from a member of the public regarding the Blue Plaques of the late
Edward Heath, insisting that they should be removed due to allegations in the
National press. Cllr Dexter informed the Town Clerk that there was a standard
response to these concerns and this should be sent to the member of the public.
Cllr Bayford stated that the Town Council should look into having a vexatious
complaint policy, whereby if a member of the public continually complains, despite
the issue being resolved then the Town Council no longer needs to respond,
AGREED the Town Clerk to look into this.

Town Clerk set before the committee that her working hours were going to change to 8:45-2pm, and Monday evenings, this would still be 27 hours and were changing due to family commitments.

The Town Clerk updated the committee on the broken window in the Council Chamber, this included that the glass was the responsibility of the Town Council, but the wooden struts were the responsibility of TDC and discussions were currently being undertaken regarding liability. The Town Clerk would update once this was resolved and the window is fixed.

169 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT

RESOLVED to receive the periodic financial reports:

RESOLVED to AUTHORISE payment of accounts schedule no. 269.

RESOLVED to AUTHORISE payment of accounts schedule no. 266, this was the financial report for May 2017 that was agreed, but not recorded correctly in the minutes. The Chairman signed and amended minute 38 to ensure the periodic financial reports were numbered correctly.

170 GRANT CRITERIA FORM AND POLICY

RESOLVED to Approve the draft Grant Criteria for the 2018 Civic Year.

RESOLVED to approve the contents/questions of the draft grant application form, but with the condition that the form is separated into two forms, one for 'events' and one for 'groups and societies'.

Cllr Taylor-Smith proposed the use of two forms, seconded by Cllr M Saunders, decision agreed (two abstentions were recorded).

Both the draft Grant Criteria and the draft application forms are attached to these minutes.

171 CHRISTMAS LIGHT SWITCH ON EVENT

RESOLVED to Approve the use of the Thanet District Council events policy for the Christmas Light Switch-On should the Town Council be in ownership of Pierremont Hall and its curtilage on the 2nd December 2017. This will include the use of the original events applications submitted by the Chamber of Commerce to TDC, to ensure that Chamber do not have to re-submit an additional events application. Proposed Cllr B Bayford, 2nd Cllr P Shaw, AGREED

172 APPRENTICE

RESOLVED TO APPROVE the appointment of Abigail Barton (AB) as Marketing and Administration Apprentice, AB will be undertaken a Business and Administration Level 2 qualification with East Kent College as part of this role.

Proposed Cllr B Bayford, 2nd Cllr D Saunders, AGREED

173 EQUALITY AND DIVERSITY POLICY

RESOLVED to Adopt the Kent Association of Local Council (KALC) suggested and recommended Equalities and Diversities policy wording as the Broadstairs & St. Peter's Equalities and Diversities Policy.

Proposed Cllr B Bayford, 2nd Cllr P Shaw, AGREED

174 SICKNESS ABSCENCE POLICY

RESOLVED to Adopt the attached sickness absence policy for staff members of Broadstairs & St. Peter's Town Council. The policy had been based on national Guidance and the National Joint Council agreement on pay and conditions.
Proposed Cllr B Bayford, 2nd Cllr M Saunders, AGREED

175 BUILDING PURCHASE UPDATE

The Chairman of the meeting gave an update on the purchases of Pierremont Hall and Retort House following the meeting of the Community Buildings and Assets sub-committee which was held prior to the F&GP committee. It was set out that the purchase documents for Pierremont Hall had been received by the Town Council's solicitor but the documents for Retort House had not been forthcoming. The Chair explained that the Community Buildings and Assets sub-committee had agreed to respond to the solicitor with the request that the building purchases must happen simultaneously.

176 FIREWORKS DISPLAYS 2018

RESOLVED to defer this Agenda item for full discussion and decision at an extraordinary meeting of the Leisure and Tourism Sub-Committee to be organised by the Town Clerk.

177 CHANDOS SQUARE PHONEBOX

RESOLVED to APPROVE minute 158 and the Town Council adopt the Chandos Square Phone box from BT for £1. AGREED the final use of the phone box to be decided at a later date.

Proposed Cllr B Bayford, 2nd Cllr R Taylor-Smith, AGREED

178 CIVIC GRANT REQUEST

Gordon Taylor (GT), introduced by Cllr J Savage, requested a grant under the General Power of Competence scheme to repair a damaged memorial vault in the St. Peter's Churchyard. He explained the vault was for the Goodson family who had been farming in the area for 500yrs, but the last known descendent of the family died in 1974, the memorial vault had fallen into disrepair but was of historic significance and part of the St. Peter's village tour. As the vault was located in a closed part of the cemetery, TDC would have the responsibility to look after it. TDC policy is to 'lay down', dangerous grave stones and similar, especially when no family can be traced to pay for repairs. GT explained that he was currently in the process of obtaining costs from TDC regarding the repair.

DISCUSSED the above request was discussed at length. Although the request was received positively it was agreed that no decisions on whether a grant could be awarded could be made, because the costs of the repair had not set before the committee for discussion. It was discussed that a quote from a private firm could also be obtained.

RESOLVED to defer the final decision on the rewarding of the grant until a later meeting of the F&GP, once the cost of the repair has been determined.

Proposed Cllr Savage, 2nd Cllr D Saunders

179 PROPOSED FORWARD AGENDA ITEMS and DATE of NEXT MEETING

Member of the public Roy Irving would like to speak to the committee regarding the bandstand toilets including the period of time they are open, their state of repair.

To discuss Facilities at Kingsgate Bay, including the lack of toilets, litter and no lifeguard facilities.

The date of the next meeting is Monday 13th November 2017.