



# Broadstairs & St Peter's Town Council

12 January 2022

To: Members of the Community Assets Committee:  
Cllrs Bailey, B. Bayford, R. Binks, R.K. Binks, D. Saunders, M. Saunders, J Savage

Notice is given of a meeting of the **Community Assets Committee**  
on **Monday 17 January at 7pm in the Council Chamber, Pierremont Hall**

Kirsty Holroyd  
Town Clerk

## AGENDA

### 1. APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTEREST

To receive declarations of interest in accordance with the Code of Conduct adopted by the Council on 16<sup>th</sup> July 2012.

### 3. MINUTES

To receive and approve the minutes of the meeting held on Friday 15 November 2021.

### 4. PIERREMONT HALL EVENTS

To receive and review the hire agreement

### 5. PIERREMONT HALL

- a) To receive and consider the report of the Facilities Officer
- b) To receive detailed verbal updates as appropriate
- c) To receive and consider updates from the Town Clerk
  - Dan Mason Office
  - Fire doors upgrade quote
- d) To receive information about measures undertaken by the Facilities Officer to address fire safety
  - Evacuation plan
  - Duties and responsibilities of Nominated Persons.
- e) Metalwork on Portico  
To receive and consider two quotes to carry out the work to the rear of Pierremont Hall
- f) Basement Steps  
To receive and consider a quote to manufacture and install a gate at the top

**6. RETORT HOUSE**

To receive a verbal update from the Town Clerk.

**7. BANDSTAND KIOSK**

To consider whether to proceed with the repairs to the kiosk doors.

**8. NOTICEBOARDS**

To receive information about the various noticeboards around the town and consider a plan for their refurbishment.

**9. STAGECOACH**

To consider the long term future of the asset.

**10. TENDERS**

i) To consider the specifications for the forthcoming cleaning tender

ii) To consider the specifications for the forthcoming window cleaning tender.

**The following business is to be undertaken in accordance with the provisions of standing orders 3d, with a resolution made to exclude the public due to the confidential nature of the business.**

**11. TENANTS' ISSUES**

To receive and consider updates from the Town Clerk

**Members of the public may re-enter the meeting**

**12. DATE OF NEXT MEETING**

Monday 21 February 2022 at 7pm in the Council Chamber, Pierremont Hall