



# Broadstairs & St. Peter's Town Council

## **COUNCIL MINUTES**

**Monday 13<sup>th</sup> NOVEMBER 2017**

Present: Cllrs, J Bayford, B Bayford, Binks, Buckley, Dexter, Hayton, Leys, Matterface, Moore, D. Saunders, M Saunders, Savage, Shaw (Chair), Taylor-Smith

Danielle Dunn Town Clerk, Abigail Barton Administrator

### **272 APOLOGIES FOR ABSENCE**

Cllr Buckley, Cllr Parsons

### **273 DECLARATIONS OF INTEREST**

### **274 MINUTES**

RESOLVED to RECEIVE the minutes of the Council Meeting held on Monday 25<sup>th</sup> September 2017, proposed Cllr B Bayford, seconded Cllr R Binks, agreed.

### **275 COMMITTEE MEETINGS**

RESOLVED to RECEIVE the minutes of the Planning Committee Meetings held on the 4th September 2017 (confirmed), 2<sup>nd</sup> October 2017 (confirmed), 6<sup>th</sup> November (unconfirmed)

RESOLVED to RECEIVE the minutes of the Finance and General Purposes Committee meeting held on 25th September 2017 (confirmed).

### **276 QUESTIONS**

None received

### **277 COMMUNICATIONS**

None

### **278 AUDIT 2016/17**

RESOLVED to RECEIVE the Annual Audit Report from the external auditors PFK Littlejohns for year ending 31<sup>st</sup> March 2017. RESOLVED that in response to the recommendations in the Audit report the Town Clerk will contact the AdvantEdge software providers (providers of the Town Council accounting software) to resolve the issue that the capital repayments made to the PWLB are not showing in the cashbook, this has been leading to the cashbook sum at the end of the year having to be manually adjusted. Advice has been sought from our internal auditor and he believes that this may be an error in the system coding. Town Clerk to update on this issue if required.

**279 TOWN MAYOR 2018/19 Civic Year**

RESOLVED that the Town Council will continue to have a Chairman that will use the title of Mayor for the 2018/19 civic year. The Mayor will be recruited from the existing 15 Councillors and Cllr Paul Moore has registered an interest in the position at this early stage, the position of Deputy Mayor was not discussed. The final decision on both the Mayor and Deputy Mayor positions will be discussed at a meeting on the 26<sup>th</sup> March 2018.

**280 FORWARD AGENDA ITEMS**

None

Members of the public present: None  
Meeting closed: 8:46pm