



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

COUNCIL MINUTES

Monday 11th NOVEMBER 2019

Present: Cllrs, Bailey, B Bayford, J Bayford, R Binks, R. K. Binks, Buckley, Dexter, Garner, P Moore (Chair), W Moore, Rawf, D Saunders, M Saunders, Savage

Town Clerk: Danielle Dunn

Deputy Town Clerk: Christine Chappell

254 APOLOGIES FOR ABSENCE

Cllr Parsons

255 DECLARATIONS OF INTEREST

None

256 MINUTES

RESOLVED to APPROVE and Chairman to sign the minutes of the Council Meeting held on Monday 16th September 2019.

Proposed Cllr. R Binks, seconded Cllr. M Saunders, agreed

257 MINUTES OF COMMITTEES

RESOLVED to receive the Minutes of the following Committee Meetings

- Community Assets Committee 2nd October 2019 (confirmed) and 30th October (unconfirmed).
- Planning Committee 30th September 2019 (Confirmed) and 4th November 2019 (Unconfirmed)
- Finance and General Purposes Committee, 3rd June 2019 (confirmed), 22nd July 2019 (confirmed) and 16th September 2019 (confirmed)

258 QUESTIONS

None

259 COMMUNICATIONS

None

260 BROADSTAIRS IN BLOOM TENDER

RESOLVED to delegate the decision on the Broadstairs in Bloom tender to the Leisure and Tourism sub-committee. Proposed Cllr B. Bayford, seconded Cllr Bailey, agreed.

261 TDC ASSET DISPOSAL

Ref Min 227

RESOLVED to APPROVE the recommendation of the Community Assets Committee that the following offers are made to TDC for the assets on the TDC disposal list.

-An offer of £15 is made for the Shelter Victoria Parade, the Shelter Dumpton Point and the Shelter Opp Percy Avenue. Proposed Cllr R Binks, seconded Cllr Bailey, agreed.

-An initial offer of £15,000 is made for the Bandstand, Victoria Parade, the Victoria Parade kiosk, Victoria Gardens and the Clock Tower Shelter. Proposed Cllr R Binks, seconded Cllr B Bayford, agreed.

RESOLVED Both offers are made on the basis that BSPTC has the final say and approval of which conveyancing solicitor is used by TDC

DEFERRED a decision on the disused toilets in the Albion Street car park is deferred pending a valuation report.

262 AUDIT 2018/19

RESOLVED to RECEIVE the external audit report from PKF Littlejohns for the 2018-2019 financial year. Proposed Cllr D Saunders, seconded Cllr M Saunders, agreed.

NOTED that there were no issues raised with the accounting procedures and practices of BSPTC.

263 PIERREMONT HALL CAR PARKING

RESOLVED that the parking arrangements for the existing Town Council staff to remain the same as the current provision, with parking for new staff looked at on an individual basis. Proposed Cllr Garner, seconded Cllr R Binks, agreed.

DISCUSSED the potential of having a parking protocol for Councillors. The Town Clerk will look into this and report back.

264 TOWN COUNCIL OFFICES

Ref Min 228

RESOLVED that the Town Council offices move to the Cockerell Suite in Pierremont Hall for a period of 6 months, whilst the Pierremont Hall Phase 2 project is undertaken. Proposed Cllr D Saunders, seconded Cllr R Binks, agreed.

265 HIRE CHARGES

RESOLVED to AGREE the following hire charges for Pierremont Hall and Retort House:

PIERREMONT HALL	Hire Charges for all bookings except for	Discounts offered
Chamber (includes use of kitchen)	Monday to Friday 10am -2pm £30 per hour 2pm-10pm £40 per hour Sat/Sun and Bank Holidays £55 per hour all day	30% for registered charities or community groups 10% if the main hirer lives in a CT10 postcode area. 20% for Businesses based at Pierremont Hall/Park (only one discount can be used per booking)
Mayor's Parlour Meeting Room (includes use of kitchenette)	Monday to Friday 10am -2pm £15 per hour 2pm-10pm £20 per hour (not available for weekend bookings, except for weddings below)	30% for registered charities or community groups 10% if the main hirer lives in a CT10 postcode area. 20% for Businesses based at Pierremont Hall/Park (only one discount can be used per booking)
Wedding/Civil Partnership Hire- Use of both the Chamber and Mayor's Parlour Meeting Room <ul style="list-style-type: none"> • Does not include registrar fees • 	Monday to Friday £400 Saturday and Sunday £500	10% if at least one of the wedding or civil partnership couple live in a CT10 postcode area.
All hirers to provide their own tea and coffee, although facilities available for making them. Kitchens to be left clean.		
Hire of tablecloths/ seat covers/ extras	Tbc by the events booking manager	

Proposed Cllr R Binks, seconded J Bayford, agreed. Cllr Savage voted against the motion.

RETORT HOUSE	Hire Charges	Discounts offered
<p>Casual Sports Use Hire (includes use of kitchen and shower facilities)</p> <p>Badminton/Basketball/Netball/Volley Ball etc. Court</p> <p>5-aside Football</p> <p>Racquet/Ball Hire</p>	<p>£12.50 per hour</p> <p>£30.00 per hour</p> <p>£5.00 per session booked</p>	<p>20% for registered charities or community groups.</p> <p>10% if the main hirer lives in a CT10 postcode area.</p> <p>(only one discount can be used per booking)</p>
<p>Hall Hire for non-sport private use (includes use of kitchen and shower facilities and tables and chairs)</p>	<p>Monday to Friday 9.00am to 9.00pm £12.50 per hour</p> <p>Saturday and Sunday 9.00am to 9.00pm £15.00 per hour</p> <p>Children's Party Hire Monday to Friday £30 for 3 hours</p> <p>Saturday and Sunday £60.00 for 3 hours</p>	<p>20% for registered charities or community groups</p> <p>10% if the main hirer lives in a CT10 postcode area.</p> <p>(only one discount can be used per booking)</p>
<p>Hall Hire for non-sport Commercial/Corporate Use (includes use of kitchen and shower facilities and tables and chairs)</p>	<p>Monday to Friday 9.00am to 9.00pm £15.00 per hour</p> <p>Saturday and Sunday 9.00am to 9.00pm £20.00 per hour</p>	
<p>All hirers to provide their own tea and coffee, although facilities</p>		

available for making them. Kitchens to be left clean.		
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Proposed Cllr J Bayford, seconded Cllr Rawf, agreed.

AGREED that there would be no discounts for long-term bookings due to the other discounts being applied.

DISCUSSED Hire charges for Pierremont Hall to be kept under review by the Events and Bookings Manager and Retort House hire charges by the commercial provider. To be reported back to future F&GP meetings if amendments are required.

DISCUSSED the use of Retort House for 5 a-side to be continually monitored, due to potential damage caused by the ball.

266 CONDITIONS OF HIRE PIERREMONT HALL

RESOLVED to ADOPT the conditions of hire for Pierremont Hall, attached to these minutes. Proposed Cllr R Binks, seconded Cllr M Saunders, agreed.

DISCUSSED Conditions of hire to be monitored by the Events Booking Manager once they have been tested against bookings.

DISCUSSED Town Clerk to look into insurance rules regarding bookings to political parties.

267 COMMERCIAL CONTRACT RETORT HOUSE

Ref Min 162 and 196

RESOLVED that The Escapement, Margate be the commercial provider to manage Retort House on behalf of BSPTC. Town Clerk to approve the contract for signing. Proposed Cllr R Binks, seconded Cllr D Saunders, agreed.

RESOLVED that as an incentive to increase bookings and usage of the building, the commercial provider be offered 10% of any annual profits made at Retort House in addition to their annual fee. Final profit-share sum to be agreed annually, at the end of the financial year, by Council. Proposed Cllr M Saunders, seconded Cllr Rawf, agreed.

268 FINANCIAL REGULATIONS

DEFERRED until the January meeting of Council.

269 APPLYING FOR TPO STATUS FOR THE FORMER KINGSGATE COLLEGE SITE

Ref Min: 239

RESOLVED to APPROVE the recommendation made by the planning committee and an application be submitted to TDC to apply for TPO status at the former Kingsgate College. Proposed Cllr Garner, seconded Cllr M Saunders, agreed.

DISCUSSED that the Town Clerk follow-up on the request for the TPO on Northwood Park, approved at the previous Council meeting, Min ref: 115.

270 FORWARD AGENDA ITEMS AND DATE OF NEXT MEETING

The date of the next meeting is Monday 26th January 2020, 7pm. Venue tbc.

Town Clerk
Meeting closed at 20:36pm

Meeting was recorded: ~~yes~~/no
Members of the public were present: yes/~~no~~
Members of the press were present: ~~yes~~/no