



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

WEDNESDAY 27th MAY 2020

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

Town Clerk: Danielle Dunn
Deputy Town Clerk: Christine Chappell

441 APOLOGIES FOR ABSENCE

None

442 DECLARATIONS OF INTEREST

None

443 MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED to RECEIVE and APPROVE the minutes of the meeting held on the 27th January 2020. Proposed Cllr P Moore, seconded Cllr Savage, agreed.

444 MINUTES OF SUB-COMMITTEES and WORKING PARTIES

None to receive

445 CHAIRMAN'S REPORT

DISCUSSED the decimation of the trees in the Park Avenue Woodland, RESOLVED that the Town Council write a letter to Thanet District Council, supporting their stance that the trees have been removed illegally and to support the Park Avenue Residents Group in getting the woodland area replanted and the footpath re-instated.

DISCUSSED the issues with the re-opening of the beaches, including lack of facilities, and social distancing signage. Cllr Rosalind Binks had attended a telephone conference with the CEO of TDC, and TDC were working on additional signage to promote social distancing. Further information on this would be circulated via email.

446 CORRESPONDENCE and CONSULTATION RESPONSES

-The Town Clerk provided members of the Committee the following updates:

- The Pierremont Hall UKPN upgrade was scheduled to take place on the 4th June 2020.
- The Pierremont Hall signage project was also due to take place on the 4th June, but the TC had requested that this be put back due to the UKPN upgrade. A new date was still to be received and will be reported back to the Committee when available.
- Work on the creation of a new bin store to the rear of the Music Room would begin week commencing the 1st June.
- Work on the refurbishment of the old Town Council offices had started, with initial surveys currently being undertaken.
- All staff were working extremely hard during this Covid-19 pandemic. The Town Clerk would report to the Staff Management sub-committee how we can best support the staff during this time.

447 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT

RESOLVED to RECEIVE the periodic financial report for the period 18th March–26th May 2020.

RESOLVED to RECEIVE the budget comparison for the period the 1st April 2020 to 26th May 2020.

448 COVID-19 FUNDING REQUESTS AND ONGOING FUNDING SUPPORT

DISCUSSED that a Covid-19 funding pot was available, made up of money that should have been awarded to groups and organisations who had organised events in Broadstairs, but where the events had now been cancelled.

DISCUSSED that Thanet District Council had set up a joint Covid-19 funding pot, which would be a centralised fund to support food banks, focussing on the provision of toiletries and long-term support for the community in need. All Parish and Town Council's had been asked to contribute. Ramsgate had been providing food to its community through 'Fareshare' and had also asked that the Town Council help with financial support for their project, as it was also helping people in Broadstairs.

RESOLVED That the Town Council provide £5000 of funding to the TDC managed Covid-19 fund, but do not fund the Ramsgate Fareshare project as a centralised approach was preferred. Proposed Cllr B Bayford Seconded Cllr David Saunders, agreed.

DISCUSSED that the Town Clerk was starting to receive funding requests from charities who had started to struggle financially, as they were not able to undertake any fundraising events this year.

DISCUSSED that Cllr Bailey (Chair of Leisure and Tourism) and the Town Clerk would discuss an approach with how to deal with individual requests and report back to the next meeting.

RESOLVED that SERV Kent Blood Runners be awarded a funding grant of £500. Proposed Cllr P Moore Seconded Cllr J Buckley, agreed.

DISCUSSED the ongoing issues and anti-social behaviour that had been occurring on Broadstairs Beaches and how the Covid-19 social distancing rules could be implemented on a busy beach and if the Town Council's Covid-19 funding pot could be used to pay for private security to help manage this situation.

DISCUSSED the costs of private security were discussed with the Committee and it was explained that the Town Clerk had looked up pricing from three Kent security suppliers and it had ranged from £13-14 per hour.

RESOLVED that a 6-week trial period of beach security and patrols be trialled on Broadstairs Beaches. Time period to be covered 7 days a week, with two guards on weekdays and 4 guards on weekends. To discuss with suppliers if the guards could be 'stood-down' on 'wet/rain' days. Town Clerk to report back to the next Committee meeting how the ongoing trial is working. Proposed Cllr B Bayford, seconded Cllr D Saunders, agreed

ACTION that beach signage is too small or non-existing and beach toilets still not open. Town Clerk to raise this with TDC.

449 FESTOON LIGHTING TENDER

DISCUSSED the tenders received on the festoon lighting tender were discussed by the Committee. It was explained that permission still needed to be obtained from Thanet District Council who owned some of the lighting columns and who would need to give permission for work along the promenade. The lights would take a few months from order to be supplied and fitted.

RESOLVED to procure festoon lighting from Field and Lawn Ltd. The product to be supplied to be 'Option 2, an IP68 rated closed system with integrated bulbs. Bulbs clear glass and coloured to match existing festoon'. Product to be supplied with a 5yr guarantee.

ACTION prior to order of festoon lighting, permission to be obtained by Thanet District Council so that repairs can be undertaken on the columns in their ownership and to enable the installation works along the promenade.

Proposed Cllr R Bailey, seconded Cllr M Saunders, agreed

450 ANNUAL TRANSPARENCY STATEMENT

RESOLVED to approve the annual transparency statement attached to these minutes for publication on the Town Council's website.

Proposed Cllr R Binks, seconded Cllr P Moore, agreed

451 ANNUAL FEES AND CHARGES

RESOLVED to agree the schedule of annual fees and charges for 2020-2021 as follows:

Hire charges of Pierremont Hall to remain as agreed by the Council 20/03/20 Minute Reference 432 (2019-2020 Civic Year):

Hire charges of Retort House to remain as agreed by the F&GP meeting 11/11/19 Minute Reference 265 (2019-2020 Civic Year)

Allotment Fees and Charges to remain the same as the 2019-20 Civic Year:
Annual Rent: £4.50 per 25 meters squared (25 meters squared = One Perch approximately). Minimum charge per plot - £30.00
Water Charge: Based on the previous year's annual water bill for the site.

General charges are confirmed as follows:

PHOTOCOPYING General Users A4 10p per copy single-sided 15p double-sided A3 20p per copy single-sided 30p double-sided Colour paper/copying add 6p to above charges. Account Users A4 7p per copy single-sided 12p double-sided A3 17p per copy single-sided 27p double-sided Colour paper/copying add 6p to above charges.

LAMINATING A4 50p per copy (includes copying charge) A3 £1 per copy (includes copying charge)

Proposed Cllr R Binks, seconded Cllr D Saunders, agreed

452 MAYOR'S ALLOWANCE*

DISCUSSED a review of the Town Mayor's accounts had been undertaken by Cllr Garner and supported by the Mayors' Secretary and Deputy Town Clerk. It was identified that a much simpler process of managing the accounts could be achieved, with a single account starting annually with a zero balance and payments marked as income, expenditure and fundraising and with payments being made online via Bankline, using bacs rather than cheque. The procurement of a small software package to manage this process was being looked into

RESOLVED that the recommendations made by Cllr Garner regarding the Mayor's Accounts are implemented so that the accounting process can be managed much more smoothly.

DISCUSSED what should happen with any underspend of Mayor's Allowance as there had been a small underspend this year, which hadn't occurred in recent years and the Town Clerk and Mayor were not sure on the official stance of this. It was highlighted in the discussion that there would be income tax implications if the allowance was kept by the Mayor.

RESOLVED that any underspend of the Mayor's allowance is distributed amongst the Mayor's Charities.

Proposed Cllr M Garner, seconded Cllr Binks, agreed

453 PROPOSED FORWARD AGENDA ITEMS

RESOLVED to hold a monthly virtual F&GP meeting throughout the Covid-19 pandemic. Meeting to be undertaken on the last Wednesday of the month at 6pm. Next meeting 24th June 2020.

Town Clerk
Meeting closed at 19:38pm

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