



# Broadstairs & St Peter's Town Council

25 September 2024

To: Members of Broadstairs & St. Peter's Town Council.

You are summoned to a meeting of the **Council** to be held in Pierremont Hall on **Monday 30 September 2024 at 7pm.**

*Kirsty Holroyd*  
Town Clerk

## **AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

To receive from members of the Council and the presiding clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 16th July 2012.

**3. MINUTES**

To approve the minutes of the Council meeting held on Monday 29 July 2024.

**4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

**5. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**

i) To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

ii) A Member may ask the Town Mayor or the Town Clerk any question concerning the business of the Council, provided 2 clear working days' notice of the question has been given to the person to whom it is addressed.

**6. PLANNING COMMITTEE**

i) To receive the draft minutes of the meeting held on Monday 5 August 2024 and consider any recommendations therein.

i) To receive the draft minutes of the meeting held on Monday 2 September 2024 and consider any recommendations therein.

**7. COMMUNITY ASSETS COMMITTEE**

i) To receive the draft minutes of the meeting held on Monday 12 August 2024 and consider any recommendations therein.

i) To receive the draft minutes of the meeting held on Monday 9 September 2024 and consider any recommendations therein.

**8. EVENTS, LEISURE AND TOURISM COMMITTEE**

- i) To receive the minutes of the meeting held on Monday 19 August 2024 and consider any recommendations therein.
- ii) To receive and consider the risk assessment for the event
- iii) To receive and consider the traffic management plan for the event.

**9. ENVIRONMENT COMMITTEE**

- i) To receive the minutes of the meeting held on Monday 16 September 2024 and consider any recommendations therein.
- ii) To receive a proposal from Cllr Garner to move the project forward.

**10. COMMUNICATIONS**

- i) To receive the report of the Town Mayor.
- ii) To receive the report of the Town Clerk.

**11. FINANCE**

- i) To receive and approve a report concerning payments for the period 29 July 2024 to 25 September 2024
- ii) To receive and approve a report concerning receipts for the period 29 July 2024 to 25 September 2024
- iii) To receive information about staff salaries for the period
- iv) To verbally receive information about works or services authorised between meetings.
- v) To receive and approve a report concerning payments for the period 25 September 2024 to 30 September 2024.

**12. FINANCIAL REGULATIONS 2024**

- i) To receive a covering note from the Town Clerk
- ii) To receive and consider the proposed document.

**13. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**

To receive information concerning the completion of the annual review.

**14. SARAH THORNE THEATRE**

To receive an update on the proposed disposal of the building

**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.**

**15. TENANT ISSUES**

To receive information on any issues requiring consideration

**16. LEGAL ISSUES**

To receive information on any issues requiring consideration

**17. STAFF MANAGEMENT COMMITTEE**

- i) To receive the minutes of the meeting held on Thursday 25 July and consider any recommendations therein.
- ii) To receive the Town Clerk's report on completed staff appraisals and consider any recommendations therein.

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

- 18. DATE OF NEXT MEETING** – The next Council meeting will be held on Monday 28 October 2024 at 7pm in Pierremont Hall.