



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

Minutes of the meeting of the Council held on Monday 30 September 2024 at 7pm in Pierremont Hall, Broadstairs.

Present: Cllrs J Bayford, J Bright, K Bright, M Garner, J Hobson, A Munns, J Nichols, S Roberts & G Rusiecki.

Town Clerk: Kirsty Holroyd

Before the meeting commenced, the Chairman, Cllr M Garner welcomed everyone and drew their attention to the openness and transparency legislation confirmed in several notices around the room.

473. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllrs R Farooki, C Leys, C Kemp, P Moore, E Orhan, K Pressland,

474. DECLARATIONS OF INTEREST

None received

475. MINUTES

RESOLVED: That the minutes of the Council meeting held on 29 July 2024 can be approved and duly signed as a true record by the Chairman.

476. MATTERS ARISING

Min: 468: the Town Clerk reported that she had received a response from Cllr Everitt concerning the removal of the "Uncle Mac" plaque from Victoria Gardens. This request cannot be accommodated at the present time, however TDC have agreed to renew the wooden cladding in order to tidy up the area.

With the agreement of Council the Chairman brought forward item 14 in order that members of the public could speak.

477. SARAH THORNE THEATRE

The Theatre's Director and Cllr Ros Binks, KCC member for Broadstairs attended the meeting and gave an update on arrangements with KCC. It appears KCC and TDC are following a process but councillors agreed a creative and collaborative approach was needed in order to explore all options fully.

RESOLVED: That the Town Clerk continue to press for a meeting with all stakeholders in the interest of best representing the town and its assets.

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

Cllr Rusiecki wished to draw to others' attention to the poor workmanship of the newly installed railings at the harbour. He has requested a meeting with TDC officers to point out the issue.

479. PLANNING COMMITTEE

i) Members received the minutes of the meeting held on Monday 5 August 2024.

RESOLVED: Members agreed to note.

ii) Members received the draft minutes of the meeting held on Monday 2 September 2024.

RESOLVED: Members agreed to note.

480. COMMUNITY ASSETS COMMITTEE

i) Members received the minutes of the meeting held on Monday 12 August 2024.

RESOLVED: Members agreed to note.

ii) Members received the draft minutes of the meeting held on Monday 9 September 2024.

RESOLVED: Members agreed to note.

Members requested another meeting before the next scheduled meeting in January.

481. EVENTS, LEISURE AND TOURISM COMMITTEE

i) Members received the minutes of the meeting held on Monday 19 August 2024. The Town Clerk reported that although the puzzle exchange was still proving popular, the chatty café element had not really taken off. It is more suited to an established café rather than the Music Room, which in any case is no longer suitable due to the colder weather and the need for the doors to be open.

RESOLVED: Members agreed to note.

ii) Members received and considered the risk assessment for the 5 November fireworks event.

RESOLVED: That the document is fit for purpose and can be adopted by Council.

iii) Members received and considered the traffic management plan for the 5 November fireworks event.

RESOLVED: That the document is fit for purpose and can be adopted by Council.

482. ENVIRONMENT COMMITTEE

i) Members received the draft minutes of the meeting held on Monday 16 September 2024.

RESOLVED: That the quote from Box Green for all aspects of the Broadstairs in Bloom project be accepted at a total cost of £11,635.

ii) Members received and considered a proposal from Cllr Garner to move the project forward.

RESOLVED: That the council

- **Instruct a solicitor to review the licence Riverside propose.**

- **Instruct the Town Clerk to carry out her usual risk assessments of the project**
- **Formally engage with the Forest School about undertaking the work**
- **Request a subterranean survey form Riverside and/or Kent Highways**
- **Instruct the Environment Committee to agree a budget**

483. COMMUNICATIONS

i) The Town Mayor gave a report on his activities on behalf of the Council over the last month. (see attached).

ii) The Town Clerk reported that she and some councillors had met with representatives from Folk Week including the new Festival Director to ensure continued good relationships and closer communication. The next meeting will take place mid-November.

She also reported that the Council had successfully obtained its NALC Local Council Award, which recognises good governance, robust working practices and strong relationships with the community. The Town Clerk will now start working towards the next level award.

484. FINANCE

i) Members received and approved a report concerning payments for the period 29 July 2024 to 25 September 2024 (see attached).

RESOLVED: That the payments be approved

ii) Members received and approved a report concerning receipts for the period 29 July 2024 to 25 September 2024.

RESOLVED: That the report be noted.

iii) Members received information about works or services authorised between meetings under financial regulation 4.1 as attached: -

RESOLVED: That the payments be approved.

iv) Members received a summary of staff salaries totalling £54,873.85 for the month of August and September.

RESOLVED: Members agreed to note.

v) Members received and approved a report concerning payments for the period 25 September 2024 when the agenda was sent out until 30 September 2024 (see attached).

RESOLVED: That the payments be approved.

485. FINANCIAL REGULATIONS

Members were due to consider the draft new Financial Regulations but the document had not been received. Item therefore deferred to next meeting.

486. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023-24

The Town Clerk reported that she had received confirmation from Mazars that the external review had been completed with no issues arising. The completion has been published on the Council's website and noticeboard.

The following item was discussed after a resolution to exclude the public under standing order 3d due to the confidential nature of the business.

487. TENANT ISSUES

No issues which need discussion this evening.

488. LEGAL ISSUES

No issues which need discussion this evening.

489. STAFF MANAGEMENT COMMITTEE

Members received the minutes of the meeting held on Thursday 5 September 2024.

RESOLVED:

- i) That the Events Supervisor role be made permanent and offered to the incumbent.**
- ii) That if she accepts, the incumbent be offered a one point increment in recognition of a year's satisfactory performance.**
- iii) That the Events Supervisor be asked to work full time from December 2024 for a fixed period of one year to cover the Events and Bookings Manager's maternity leave (commercial events side of the business only).**
- iv) That a new post of part time events assistant be created to manage the administration of the council run events.**
- v) That the Town Clerk will line manage both members of staff.**
- vi) That the Deputy Town Clerk will absorb some of the more complex elements of the EBM's work into her own.**
- vii) That the a new part-time gardener's post (30 hours per week) be created if TDC agree to the inclusion of additional sites in the licence.**
- viii) Post to be offered at a salary point 7.**

Members received the Town Clerk's report on completed staff appraisals.

RESOLVED:

- i) That the Town Clerk's recommendations be approved.**
- ii) That the word "automatically" be removed from the staff contracts and staff be reminded that the onus is on them to demonstrate "satisfactory performance" each year.**

Members of the public, had any been in attendance, would have been permitted to re-enter the meeting.

490. DATE OF NEXT MEETING

Monday 28 October 2024 at 7pm in Pierremont Hall

Town Clerk
Meeting closed at 8.28 pm

Signed _____

Date _____