



BROADSTAIRS & ST. PETER'S

TOWN COUNCIL

## **Minutes of the meeting of the Council held on Monday 16 December 2024 at 7pm in Pierremont Hall, Broadstairs.**

Present: Cllrs J Bright, K Bright, M Garner, J Hobson, C Kemp, C Leys, P Moore, 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.

### **530. APOLOGIES FOR ABSENCE**

Apologies with reason were received and accepted from Cllrs Bayford, Farooki, Munns, Orhan and Pressland.  
Cllr Nichols was absent.

### **531. DECLARATIONS OF INTEREST**

None received

### **532. MINUTES**

**RESOLVED: That the minutes of the Council meeting held on 25 November 2024 can be approved and duly signed as a true record by the Chairman.**

### **533. MATTERS ARISING**

None

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

None

### **535. PLANNING COMMITTEE**

Members received the minutes of the meeting held on Monday 2 December 2024.

**RESOLVED: Members agreed to note.**

### **536. FINANCE AND GENERAL PURPOSES COMMITTEE**

Members received the minutes of the meeting held on Monday 9 November 2024.

**RESOLVED: Min 187: That any unspent monies in the Youth Activities budget (cost code 919) be ring-fenced and carried forward into the new financial year.**

ii) Members considered a nomination for Cllr Rusiecki to join the committee.

**RESOLVED: That Cllr Rusiecki be appointed to the F&GP committee with immediate effect.**

### **537. BUDGET 2025-26**

i) Members received a summary document prepared by the Town Clerk and scrutinised by the F&GP working group and subsequently the committee detailing proposed expenditure and resulting total requirement. Members noted a substantial increase to staff costs due to the proposed appointment of two new members of staff, maternity cover and increases to national insurance contributions effective from 1 April 2025. Member also discussed staff membership of the Local Government Pension Scheme as recommended by SLCC and as practiced by other Town Councils. Members agreed they wished to observe best practice.

**RESOLVED: Members agreed to note the draft budget.**

ii) Members received an update showing the effect of any surplus and anticipated income to offset the requirement as already scrutinised by the F&GP committee.

**RESOLVED: Members noted the draft precept demand**

iii) Members received a document based on 2024-25 figures which illustrates the effect of any increase on the Council Tax demand upon the Council tax. The Town Clerk was able to offer an updated document since the draft 2025-26 tax base had been received from TDC that day. Members noted that the proposed draft budget and resulting precept demand would result in a 0% increase for band D households on the current figure. However, there are some figures which will need to be adjusted over the next month, and the tax base needs formal approval at TDC. Consequently, the final budget will be scrutinised in full at the next full Council meeting.

**RESOLVED: Members agreed to note.**

### **538. COMMUNICATIONS**

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

ii) The Town Clerk reported that TDC officers had contacted her to see whether the Town Council had any desire to take on the seafront shelters and the clock tower.

**RESOLVED: That the Town Council has no wish to take over these assets from TDC.**

She also reported on the disappointing Christmas lights display. Officers had done their best to achieve satisfactory results from the contractor, but it was still felt that the invoice should not be paid in full.

**RESOLVED: That the Town Council demand a 30% reduction in the installation bill.**

**A full report is to be considered at the next meeting to decide whether the contract has been breached.**

**539. FINANCE**

i) Members received a report concerning payments for the period 25 November 2024 to 10 December 2024 (see attached).

**RESOLVED: That the payments be approved**

ii) Members received a report concerning receipts for the period 25 November 2024 to 10 December 2024. (see attached)

**RESOLVED: That the report be noted.**

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

- £385 All About Asbestos air monitoring at Escapement
- £338 E. Saunders for EICR at Escapement
- £376.75 E Saunders for external lighting repairs at Pierremont Hall
- £453 Barcham Tree Specialist replacement trees at Mockett's Wood
- £308 High speed training: mandatory training for new staff member
- £96 CS Plumbing & Heating Ltd Service Retort House kitchen water heater.
- £96 CS Plumbing & Heating Ltd Service the Music Room water heater
- £96 CS Plumbing & Heating Ltd Service Stella Maris water heater
- £288 CS Plumbing & Heating Ltd Service Pierremont Hall water heater
- £480 Chaucer Landscape PiCUS testing of tree in Mockett's Wood
- £900 Top Branch for remedial tree works as advised by arboriculturist
- £1454 Cyber Central new and replacement IT equipment for office staff
- £229.32 Westgate security to fix catenary cable link between The Cottage and the main building.
- £188.41 Westgate Security to extend existing intruder alarm into the former Escapement

**RESOLVED: That the payments be approved.**

iv) Members received a summary of staff salaries totalling £20,921 for the month of December.

**RESOLVED: Members agreed to note.**

v) Members received and approved a report concerning payments for the period 10 December 2024 when the agenda was sent out until 16 December 2024. (see attached)

**RESOLVED: That the payments be approved.**

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

**540. TENANT ISSUES**

The Town Clerk reported that all the current tenants were up to date with all payments. A previous tenant with outstanding debts was being pursued through the small claims court.

The series of inspections and reports on the condition of the former escapement at Retort House had not yet been received. The reports and any decisions regarding the future of Retort House will therefore be discussed at the next Community Assets Committee meeting on 20 January 2025.

**541. LEGAL ISSUES**

No issues which need discussion this evening.

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

**542. DATE OF NEXT MEETING**

Monday 27 January 2024 at 7pm in Pierremont Hall

Meeting closed at 7.54 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_

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