



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

Monday 20th September at 7pm in the Council Chamber, Pierremont Hall

Present: Cllrs Bailey, R. Binks, R.K. Binks, D. Saunders & M. Saunders

Town Clerk: Kirsty Holroyd

Facilities Officer: David Bassett

244. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllr B Bayford. Cllr Savage was absent.

245. DECLORATIONS OF INTEREST

None received

246. MINUTES

Members received the minutes of the meeting held 16th August 2021. The Twon Clerk informed members that although at min 186 they had approved the cost of installing the parking posts at £1300, the refreshed quote with more robust posts had come in at £3084.

RESOLVED:

- i) **That the revised cost of £3084 be accepted**
- ii) **That the minutes be signed as a true record of the meeting by the chairman.**

247. PIERREMONT HALL

- a) Members received and considered the following reports of the Facilities Manager: -

RESOLVED: Members agreed to note.

- b) members received detailed updates on the following :

- Stella Maris Snagging: The Facilities Officer reported that some issues still fell under Form Fit Out and Rubicon and that a site meeting would take place in October to address the roof of the Stella Maris suite amongst other issues.
- Fire Survey Report: This had been commissioned and carried out by EF Fire Protection but the written report had not yet been received.

- Works to Railing at rear of building: The Facilities Officer reported that he was struggling to find someone willing to carry out the works which are necessary from a health and safety point of view. He was following up on some additional leads but no-one had offered to quote yet.
 - TDC leased CCTV room. The Facilities Officer reported that he was having trouble liaising with TDC over splitting the meter to the CCTV room in order that TDC can be charged for the electricity it uses in running the CCTV operation. He had suggested splitting the cost of installing the new meter 50:50 with TDC but had yet to receive agreement to go ahead.
- c) Members considered phase 3 – development of the basement and decided that it was time to start due to the works being undertaken there already.
- d) Members considered a request from a local charity to hire the Chamber on a regular basis for free.
- RESOLVED: That as per previous discussion on the matter, the Council was unable to offer any group free access to the Council Chamber.**

248. RETORT HOUSE

Members received an update on the UKPN power upgrade from the Deputy Town Clerk. Please see attached.

RESOLVED: Members agreed to note.

249. OFFICERS' SCOPE OF RESPONSIBILITY

The Town Clerk asked for clarity on the scope of her delegated powers with regard to this committee. She particularly wanted to know which functions she could exercise on behalf of the committee between meetings.

RESOLVED: That the Town Clerk may act on behalf of the Council in the instance of appointing professionals such as solicitors. However she should do so with the knowledge and written permission of either the chairman of the committee or the chairman of the Council.

The following business was 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.

250. TENANCIES

a) Pierremont Hall

Following the water damage to the north end of the building the tenant had vacated the premises. A solicitor would be appointed to ascertain a reasonable level of compensation for his loss.

RESOLVED: Members agreed to note.

ii) Tenants' service charges.

As reported by the Facilities Officer, work is on-going to address the issue of the high electricity bill due to TDC's usage for their CCTV room. The Town Clerk also reported that a meeting had taken place with one of the tenants who had raised some queries over the way in which the charges for communal areas were calculated. These will be taken into consideration when the final bills are calculated following the splitting of the meters.

RESOLVED: Members agreed to note.

b) Retort House

No issues to report

251. DATE OF NEXT MEETING

Monday 15 November at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 8.03 PM

Signed_____

Date_____