

Westgate on Sea Town Council  
78 St Mildreds Road  
Westgate on Sea  
Kent CT8 8RF  
01843 836182



Sir/Madam,

You are hereby summoned to attend a meeting of the Town Council of Westgate-on-Sea at 7 pm, Tuesday 7<sup>th</sup> December 2021 in Town Council Office, 78 St Mildreds Road, Westgate-on-Sea CT8 8RF for the purposes of considering and passing such resolutions as may be deemed necessary or desirable in respect of the matters contained within the agenda.

*If you are unable to attend this meeting will you, please advise the Town Clerk's Office in advance by email so that your apologies and reasons for absence can be given at the meeting.*

Members of the public are welcome, please ensure that you wear a face covering and use the hand sanitiser at the entrance. There will be socially distanced seating available for 4 members of the public only. If you wish to make written representations instead of attending please ensure these are emailed by 4pm on Friday 3<sup>rd</sup> December 2021.

## AGENDA

### **1. APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

### **2. MEMBERS' INTERESTS**

Members are requested to disclose any interest they may have in any of the items contained within the agenda.

### **3. MINUTES**

To receive and approve the minutes of the Full Council meeting held on 2<sup>nd</sup> November 2021 **(Copy attached – Appendix A)**

To receive the minutes of the Planning, Highways & Environment Committee held on 12<sup>th</sup> October 2021 **(Copy attached – Appendix B)**

To receive the minutes of the Events, Tourism & Development Sub-Committee held on 7<sup>th</sup> October 2021 **(Copy attached – Appendix C)**

### **4. TOWN CLERK REPORT**

Town Clerk to report on items since the last meeting.

### **5. COUNTY AND THANET DISTRICT WARD COUNCILLORS' REPORT**

KCC and/or TDC Ward Councillors to report on issues affecting Westgate-on-Sea.

### **6. COUNCILLORS' REPORTS**

Councillors to report on any matters dealt with since the last meeting, if appropriate.

### **7. PUBLIC RIGHT TO SPEAK**

The meeting will be adjourned for a maximum of 15 minutes to allow for members of the public from Westgate-on-Sea to speak and address Council. The public right to speak includes non-residents with Westgate-on-Sea residents having priority.

**Written notice of the desire to exercise the right to speak and of the topic to be addressed must be given to the Town Clerk prior to 4 pm on the Friday before the meeting.**

#### **8. FINANCE REPORTS**

- a. Bank reconciliations 31.10.21 be received
- b. Payment and Receipt Reports 31.10.21 be received
- c. Receipts and Payments by Budget Heading 31.10.21 be received
- d. Annual Budget by Combined Account Code to end of October 2021 be received
- e. Budget Forecast Report to end of October be received

#### **9. RENEWAL OF MEMBERSHIP FOR THE NATIONAL ALLOTMENT SOCIETY**

Town Clerk to request that the membership for the National Allotment Society is renewed for 2021/22 at a cost of £66.00: **Decision required**

#### **10. FIRST DRAFT BUDGET FOR 2022/2023**

Town Clerk to share the first draft budget for 2022/23 and invite debate by Members; final conclusion preparation to be undertaken by Town Clerk and proposed for adoption by Council in January: **Decision required**

#### **11. ACTION PLAN DRAFT FOR 2022/2023**

Town Clerk to share Draft Action Plan report for the Town Council for 2022/2023.

#### **12. YOUTH COUNCIL FOR WESTGATE ON SEA**

Town Clerk to share a report on the research undertaken and to invite Members to debate the proposal for a Youth Council for Westgate on Sea: **Decision required**

G Gray

**Signed: Gill Gray  
Town Clerk & RFO  
Westgate-on-Sea Town Council**

**2<sup>nd</sup> December 2021**