



**Minutes of the Meeting of the Finance and General
Purposes Committee of**

Westgate-On Sea Town Council

on Tuesday 19th September 2017 at 6.30pm

Held at

11 Ethelbert Square, Westgate-on-Sea, Kent CT8 8SR

Present	Cllr King (Chairman); Cllr Rolfe, Cllr Nightingale; Cllr Stewart, Cllr Pennington	
Also in attendance	Miss Julie Pilbeam (Town Clerk), 3 members of the public	
949	To receive apologies for absence There were none	
950	Declarations of Interest There were none	
951	Minutes It was RESOLVED that the minutes of the meeting of 17 th July 2017 and be signed and approved as a true record of the meeting.	
952	Chairman's Announcements There were none.	
953	Public Participation Session There were no public questions.	
954	Responsible Financial Officer Report It was noted that Mr Alan Dolan had been invoiced for the materials for the first beach shelter and the second shelter work would begin in the spring. It was agreed for all members of the Finance and General Purposes Committee to become signatories on the bank account. The RFO will provide the relevant forms. Town Council office signs. It was RESOLVED to purchase the signs of which pictures were circulated at the meeting. Road Closure Signs. It was RESOLVED to purchase Road Closed signs at a total cost of £ Christmas Lights. It was RESOLVED to fund the entertainment acts, Christmas Tree and two banners for the Christmas Lights event of £1000.00	

	<p>It was RESOLVED to set aside £4000 for the Events and Tourism Committee to consider Christmas lighting.</p> <p>..</p> <p>Community Centre refurbishment. It was noted that the chairman and clerk met with representatives from the Community Centre Trust and a 'wish list' is awaited.</p>	
955	<p>To receive report from Internal Auditor</p> <p>The report was noted.</p>	
956	<p>To consider creation of Allotment Sub-Committee</p> <p>It was RESOLVED to form an allotment sub-committee made up of three councillors, the site representative and two members of the allotment society.</p>	Clerk
956	<p>To consider maintenance and storage for Lymington Road Recreation Ground</p> <p>It was RESOLVED to proceed with:</p> <p>Pitch care Programme</p> <p>Storage Unit 8m x 3m per week for 2 year term</p> <p>To approve 6 month licence</p>	
957	<p>Bank Reconciliations</p> <p>It was approved to accept the bank reconciliations for July and August 2017.</p>	
958	<p>Budget Performance</p> <p>It was noted that the council is under budget on expenditure YTD and the clerk was commended for the budget management.</p>	
959	<p>Environment Matters</p> <p>The consultation for the parking restrictions on various roads in Westgate.</p> <p>Request for bollards in St Mildred's Gardens.</p> <p>It was asked for Cllr Cornford to provide more information on what is being suggested.</p>	
960	<p>Questions from Councillors</p> <p>There were none.</p>	
961	<p>Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act 1960, because of the confidential nature of the business to be transacted it was RESOLVED that the public and press were asked to leave the meeting during consideration of the following items.</p>	
962	<p>To consider Freedom of Information Act Request Appeal</p> <p>It was agreed that the document would not be released under the Freedom of Information Act after failing a public interest test</p>	
963	<p>Update on Legal Actions</p>	

	<p>(a) Data Protection Act: Cllr Pennington and Cllr O'Connor agreed to obtain the evidence from Cllr Scott to address the concerns about data protection at the next Neighbourhood Plan Meeting.</p> <p>(b) It was agreed to not pursue with any further legal action with regards to information security</p> <p>(c) It was reported that the solicitor will close the case if there is no further response regarding the Neighbourhood Plan video.</p> <p>(d) It was agreed to send a letter from the council to the resident and demand a written apology for the slanderous comments made at the co-option meeting or the council may consider legal action. Circulate draft letter to members of the committee prior to sending.</p>	
964	<p>Personnel Update</p> <p>(a) Update on Personnel Matters</p> <p>(b) To agree recruitment board for clerk interviews Chair, Vice Chair and Cllr Helen Page</p> <p>(c) To agree locum clerk in the event of any break in coverage</p> <p>It was RESOLVED to extend the meeting until 9.15pm</p>	
965	<p>Next Meeting</p> <p>The next meeting is Tuesday 17th October 2017</p>	
967	<p>Meeting Closed at 21.10pm</p>	

Signed.....

Date.....3/10/2017

