



**Minutes of the Meeting of the Full Council of
Westgate-On Sea Town Council**

on Tuesday 3rd July 2018

Held at

**United Reform Church, 54 Westgate Bay Avenue,
Westgate-On-Sea, Kent CT8 8SN**


Present	Cllrs Pennington (Chairman), Cornford, King, Nightingale, O'Connor, Page, Rolfe, H Scott, M Scott	
Also, in attendance	Mrs Gill Gray (Town Clerk), 5 members of the public	
	Chairman's Welcome The Chairman opened the meeting and gave the usual "housekeeping" instructions. 1 member of the public expressed a wish to record the meeting. The Chairman thanked Cllr M Scott for the filming suggestion and advised that this will be implemented in the near future.	
1320	To receive apologies for absence Laura Bungard, KCC Cllrs Bambridge and Messenger.	
1321	Minutes It was moved by Cllr O'Connor and seconded by Cllr Cornford and RESOLVED : that the minutes of the meeting of 12th June 2018 be signed and approved as a true record of the meeting.	
1322	Members' Declarations of Interest There were none.	
1323	Co-Option Vacancy It was RESOLVED to re-advertise the vacancy for a Town Councillor to invite a wider choice of candidate. 2 Members were against and 2 Members abstained.	
1324	Report of the Community Warden The Clerk read the report from the Community Warden to Members and the public; this included items in relation to the following, drains, cigarette butt container, homeless people in the area, bins in Adrian and Ethelbert Square, parking enforcement for St Crispin's school and lack of grass cutting.	
1325	County and Thanet District Councillors' Reports There were no reports available as the District Councillors had advised they had another meeting to attend. It was agreed that the Clerk should request a report from the District Councillors in future if they are	

	unable to attend in person.	
1326	<p>Public Participation Session There were no requests received by the Clerk for public participation at this meeting.</p>	
1327	<p>Big Conversation Members discussed the current consultation exercise being carried out by KCC for the proposed rural transport review. It was agreed that the Clerk would collate any comments and Members should provide these by 24th July 2018. Members were encouraged to respond on an individual basis as well to this consultation exercise. Members felt that the promotion material was misleading and did not make the message clear that this was a discussion about future bus services for the community. Members agreed that copies of the consultation questionnaire should be delivered to key points in the town such as the doctor's surgery, Residents association, community centre and library. It was further suggested that Birchington Parish Council could be approached to discuss possible liaison on this topic.</p>	
1328	<p>Review of Governance Arrangements The Town Clerk advised that following the adoption of the Financial Regulations last month a revised version was required to ensure the Council meets current legislation. It was moved by Cllr King and seconded by Cllr Rolfe and RESOLVED: that the financial limit on 1.14 and 4.1 of the Regulations be amended to £6000.00 and that any future amended versions should be dated to reflect the date of the alteration to prevent confusion. 2 Members were against and 2 Members abstained.</p>	
1329	<p>Finance Reports The Town Clerk presented Members with the Budget versus Expenditure Report and the Actual Year to Date Comparison Report. It was moved by Cllr Page and seconded by Cllr Nightingale and RESOLVED: that the Finance Reports were received and that the Clerk would prepare a detailed report at the conclusion of each quarter.</p>	
1330	<p>Policies and Procedures a. Volunteer Policy It was RESOLVED: that the HR Committee would review the Volunteer Policy and consider incorporating into existing policies</p>	

	<p>for the Council. 1 Member abstained.</p> <p>b. Complaint Procedure It was RESOLVED: That the Complaint Procedure be amended to ensure that Item 5 reflects that ‘the Town Clerk will normally acknowledge or respond to any complaint within five working days’.</p>	
1331	<p>Thanet Big Sing Community Choir The Clerk reported on a communication received from the Thanet Big Sing Community Choir to thank the Town Council for the support for the Summer Concert.</p>	
1332	<p>Matter Raised by Cllr Cornford RESOLVED: That the Clerk should pursue the possibility of an Adopt a Bench Scheme and work with TDC to achieve the basic framework before advising Members of the proposal for decision.</p>	
1333	<p>Planning Applications TPO/TH/18/0787 It was RESOLVED: That TDC planning be advised that Council objects to felling of three trees and would recommend thinning of the three trees instead. F/TH/18/0728 It was RESOLVED: That no objections were raised by Council. F/TH/18/0746 It was RESOLVED: That no objections were raised by Council.</p> <p>Decided Applications Cllr H Scott advised that following the last Full Council meeting the Clerk had provided her with the planning report for 17 Victoria Avenue which had been granted permission. It was agreed that the Clerk should seek clarification from TDC planning team on the planning policy that permits “door step play space” as this does seem to contradict previous policies that insist on garden and amenity space for properties in general.</p>	
1334	<p>Chairman’s Report The Chairman reported that following a meeting at TDC he was pleased to report that the Cabinet had approved the asset transfer for Lymington Road recreation ground to the Town Council. The estimate for legal fees was awaited but it was likely to be approximately £1200.00. Cllr King added that it was important to identify other green areas in the town for potential asset transfer and the kiosk on West Bay as this was a potential income</p>	

	<p>stream. The Chairman added that following the introduction of a policy at TDC the procedure for Asset Transfer should be smoother and easier to work with. The Chairman advised that it was resolved at the F & GP meeting to recruit 2 temporary cleansing operatives for the summer months and review after 3 months.</p>	
1335	<p>Minutes of the Finance and General Purposes Committee RESOLVED: That the minutes of the Finance and General Purposes Committee held on 19th June 2018 be received.</p>	
1336	<p>Minutes of the Extra Ordinary Meeting RESOLVED: That the minutes of the Extra Ordinary Meeting held on 21st June 2018 be received. 2 Members were against and 1 Member abstained.</p>	
1337	<p>Neighbourhood Plan Councillor Hannah Scott provided an update on the Neighbourhood Plan for Council. It was RESOLVED: That the minutes of the Neighbourhood Plan Steering Group held on 13th June 2018 be received. 1 Member was against.</p>	
1338	<p>Thanet Local Plan Council discussed the proposed extra allocations for the Town and the fact that any consultation was scheduled for 6 weeks by TDC. RESOLVED: that the chairman of Birchington Parish Council should be approached and a proposal for a joint campaign to oppose extra allocations be commenced whilst ensuring the promotion of the TDC consultation exercise to the local community. RESOLVED: that the meeting be extended for a further 15 minutes. Cllr Rolfe left the meeting.</p>	
1339	<p>Update on Request to Write to Businesses on Station Road and St Mildred's Road The Clerk reported that the hand delivery of letters to individual businesses and retail outlets on Station road and St Mildred's Road had now been completed.</p>	
1340	<p>Councillor's Reports Cllr M Scott reported that the Speedwatch initiative was now near to going live, there are four volunteers who are awaiting the practical training from the Speedwatch Co-ordinator. Cllr Page reported that following attendance of one of the SONIC meetings to discuss the provision of NHS services locally it would be advisable to write to local MP, County Councillors and District Councillors to raise the issue and</p>	

	<p>request that services should remain at QEQM. It was agreed that Cllr Page and the Clerk should work together to draft a letter to send as soon as possible.</p> <p>Cllr King reported that regrettably oldest social club in the town was in trouble and closing their doors at the weekend; there are avenues being explored and he hoped that will be better news in future.</p> <p>Cllr H Scott reported that the Westbrook and Westgate Residents Association recent summer celebration was a success and that contact was made with a local school music teacher there to suggest local school bands could potentially be involved for the Punch and Judy Shows weekend.</p> <p>Cllr Pennington reported that an incident had occurred in the office and as a result the Lone Working Policy will need to be reviewed and the security arrangements for the offices considered for the future.</p>	
1341	<p>Representation on Thanet Area Committee It was RESOLVED: That the Chairman, Vice Chair and Town Clerk would liaise and attend the future meetings of the Thanet Area Committee to represent the Town Council following Cllr King standing down from this commitment.</p>	
1342	<p>Next Meeting The next meeting is 4th September 2018</p>	
1343	<p>Meeting Closed at 9pm</p>	

Signed.....
Chairman of the Council

Dated.....