

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 VIRTUAL meeting of the Town Council of Westgate-on-Sea at 7 pm, Tuesday 3rd November 2020 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 can join the meeting via Zoom, please contact the Town Clerk by email (Townclerk@westgateonsea.gov.uk) with any queries and ensure that your full name is shown when you enter the virtual meeting room. The link for this meeting is:

<https://us02web.zoom.us/j/86942783887> and Meeting ID: 869 4278 3887

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 6th October 2020 **(Copy attached – Appendix A)**

To receive the minutes of the Planning, Highways & Environment Committees held on 14th July & 8th September 2020 **(Copies attached – Appendix B)**

To receive the minutes of the Finance & General Purposes Committee held on 21st July 2020 **(Copy attached – Appendix C)**

4. CHAIRMAN'S REPORT

Chairman to report on items since the last meeting.

5. KCC/TDC COUNCILLOR REPORTS

KCC/TDC Councillors to report on items since the last meeting if appropriate.

6. COUNCILLOR REPORTS

Town Councillors to report on items since the last meeting.

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 31.09.20 be received
- b. Payment and Receipt Reports 31.09.20 be received
- c. Receipts and Payments by Budget Heading 31.09.20 be received
- d. Annual Budget by Combined Account Code

9. MEMBERSHIP OF PLANNING, HIGHWAYS & ENVIRONMENT COMMITTEE

Cllr Donaldson proposes to join P, H&E Committee: **Decision required.**

10. APPOINTMENT OF LEGAL REPRESENTATIVE UPDATE FOR PROPOSED COMMUNITY ASSET TRANSFERS

Town Clerk to advise Members that the previously appointed solicitor for representing the Town Council in relation to the proposed Community Asset Transfers of two shelters and the War Memorial Recreation Ground has now ceased trading and therefore a new representative is required to progress the three Community Asset Transfers; three quotations have been secured and included in a report shared with Members: **Decision required.**

11. PHOTOCOPIER LEASE REVIEW

Town Clerk to provide Members with three quotations and a comparison report on the current leasing arrangements for photo copier function at the Town Council: **Decision required.**

12. KALC AGM 28TH NOVEMBER 2020

Town Clerk to share details of the virtual KALC AGM 2020 including papers and an Agenda; two Members can attend as representatives from the Town Council: **Decision required.**

13. HIGHWAYS IMPROVEMENT PLANS UPDATE

Town Clerk to share a shortlist report as recommended by P,H&E Committee for proposed highway improvement projects for the Town, initial feedback from KCC has been sought; consultation with residents will be undertaken before any commitment of funds: **Decision required.**

14. SATURDAY COMMUNITY SURGERIES

Cllr M Scott would like to propose that the Saturday Community Surgeries are reinstated and occur once a month at the Town Council office: **Decision required.**

G Gray

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

29th October 2020