



**Minutes of the Extraordinary Virtual Annual Town
Council Meeting of**

Westgate on Sea Town Council

Held on Tuesday 27th May 2020 at 7pm

Present	Cllrs Cornford (Chairperson), O'Connor (Vice-chairperson), Donaldson, Green, Nightingale, Page, Pennington, Dr H Scott, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk)	
2233	Election of Chairperson It was proposed by Cllr Donaldson and seconded by Cllr Green and RESOLVED: that Cllr Cornford was elected as Chairperson. Cllr Cornford read the Declaration of Acceptance of Office to Council	
2234	Election of Vice-chairperson It was proposed by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that Cllr O'Connor was elected as Vice-chairperson.	
2235	To receive apologies for absence Cllr M Scott	
2236	Members' Declarations of Interest There were none.	
2237	Minutes It was proposed by Cllr Dr H Scott and seconded by Cllr O'Connor and RESOLVED: that the minutes of the Council meeting held on 5th May 2020 be signed and approved as a true record of the meeting.	
2238	Chairperson's Announcements Cllr Cornford thanked Cllr Pennington for his time as Chairperson to keep the Council progressing through a difficult time. Cllr Cornford proposed that the next meeting is moved to Tuesday 16 th June 2020.	
2239	Review of Governance Arrangements Town Clerk shared the draft Terms of Reference and Scheme of Delegations with Members for 2020/21; Cllr Cornford provided feedback prior to the meeting. The proposed changes were to the order of the Committees Terms of Reference within the document. It was proposed by Cllr Page and seconded by Cllr O'Connor and RESOLVED: that the Terms of Reference and Scheme of Delegations were adopted with the proposed alteration of order that the	

	<p>Appeals Committee followed the Human Resources Committee and the Neighbourhood Plan Steering Group is moved to follow the Planning, Highways and Environment Committee.</p>	
2240	<p>Committee and Working Group Appointments 2020/21 Members debated the proposed Committee and Working Group appointments for 2020/21; Cllr Pennington and Cllr Green requested to join F & GP Committee and Cllr Nightingale requested to join the E, T & D Steering Group. It was RESOLVED: that the Committee and Steering/Working Group Appointments for 2020/21 were approved with Members remaining on previous memberships with the addition of Cllr Green and Cllr Pennington on the F & GP Committee and Cllr Nightingale on the E, T & D Steering Group.</p>	
2241	<p>Finance and Budget Reports The Town Clerk presented Members with the Bank Reconciliations for 30th April 2020; Payment Report for April 2020 and Year End Account Reports to 31st March 2020. Cllr O'Connor provided an overview of the reports for Council. A, B and C It was RESOLVED: that the Finance Reports were received.</p>	
2242	<p>Annual Review</p> <ul style="list-style-type: none"> i. RESOLVED: that the Inventory List was received and approved as a true record. ii. RESOLVED: that the confirmation of insurance cover was received and approved. iii. RESOLVED: that the Annual Subscriptions of SLCC, NALC and KALC were reviewed and received for the Town Council. iv. RESOLVED: that the list of Direct Debits were reviewed and received for the Town Council. 	
2243	<p>Public Participation Session There were no requests received.</p>	
2244	<p>Update on the proposed use of Agricultural Land in Westgate/Garlinge Cllr Pennington gave a report to Council on the recent Zoom meeting with Sir Roger Gale MP. Town Clerk to share the report that Cllr Dr H Scott prepared for that meeting with Members. Cllr Pennington added that a letter had been sent to all TDC Members prior to the Scrutiny Committee at TDC; Town Clerk to share the copy of the letter with all Members.</p>	

	Cllr Dr H Scott reported that there were actions to pursue including a meeting with the local schools, doctor's surgery and community centre and a potential biodiversity study to confirm the level in existence around the proposed Westgate/Garlinge development site. Town Clerk to contact KCC to explore where the funding bids for the new proposed Shottendane Road layout now stood on progress or a successful outcome.	
2245	Appointment of Chaplain for Town Council It was proposed by Cllr Donaldson and seconded by Cllr Dr H Scott and RESOLVED: that Rev Susan Wing was appointed as Chaplain for the Town Council.	
2246	Appointment of Councillor Internal Auditor for Town Council It was proposed by Cllr Pennington and seconded by Cllr Donaldson and RESOLVED: that Cllr O'Connor was appointed as Councillor Internal Auditor for the Town Council.	
2247	Next Meeting The next meeting is 16th June 2020	
2248	Meeting Closed at 19.44pm	

Signed.....

Dated 16 June 2020

Chairperson of the Council

