

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 4<sup>th</sup> July 2023 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.

### 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 6<sup>th</sup> June 2023 **(Copy attached)**

To receive the minutes of the Planning, Highways & Environment Committee held on 30<sup>th</sup> May 2023 **(Copy attached)**

To receive the minutes of the Events, Tourism & Development Committee held on 31<sup>st</sup> May 2023 **(Copy attached)**

To receive the minutes of the Local Transport Sub-Committee held on 28<sup>th</sup> March 2023 **(Copy attached)**

**4. 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.

**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. REPORT FROM COMMUNITY WARDEN AND PC**

Reports to be shared with Members in person or via email from the Community Warden and/or PC for Westgate on Sea if available.

**8. REVIEW OF GOVERNANCE ARRANGEMENTS**

Members are invited to debate, approve and adopt the following:

a. Standing Orders: **Decision required**

b. Financial Regulations: **Decision required**

**9. POLICIES FOR THE TOWN COUNCIL**

Members are invited to approve and adopt the following:

a. Code of Conduct

b. Social Media Policy

## **10. FINANCE REPORTS**

- a. Bank reconciliations 30.04.23 & 31.05.23 be received
- b. Payment and Receipt Reports 30.04.23 & 31.05.23 be received
- c. Receipts and Payments by Budget Heading 31.05.23 be received
- d. Annual Budget by Combined Account Code to end of May 2023 be received

## **11. FACEBOOK AND MARKETING SUPPORT**

Deputy Town Clerk to seek an extension of the bespoke Facebook support and promotion until the end of June 2024: **Decision required**

## **12. COMMUNITY PICNIC EVENT**

Deputy Town Clerk to provide an update and report for the event and to seek agreement for final arrangements: **Decision required**

## **13. CO-OPTION VACANCY UPDATE**

Deputy Town Clerk to report on the expressions of interest for the co-option vacancy and seek agreement for the process to continue to the interview stage: **Decision required**

## **14. ALLOTMENT PLOT WATER CHARGES FOR LYMINGTON ROAD ALLOTMENTS**

Deputy Town Clerk to share a report with Members and request a review of the water charges for the Lymington Road Allotments and agree the fees for the year 2023-2024: **Decision required**

## **15. MEMORIAL PLAQUE REINSTATEMENT – WAR MEMORIAL RECREATION GROUND**

Members to consider the reinstatement of the Memorial Plaque, War Memorial Recreation Ground and agree the expenditure for an Advertisement Consent application: **Decision required**

## **16. ADDITIONAL MEMBER FOR LOCAL TRANSPORT SUB-COMMITTEE**

Members are invited to agree that Cllr Veck joins as an additional member for the LT Sub-Committee: **Decision required**

## **17. REVIEW OF THE TOWN COUNCIL MEETING SCHEDULE**

Members to review the current Town Council meeting schedule. **Decision required**

## **18. WESTGATE COMMUNITY CIC**

Cllr Fenning to deliver a presentation to Members on the merits of a CIC for the community, Cllr Donaldson to report on the proposed creation of a community CIC to support local economic and community development and the proposed appointment of three interim directors required for the new Company: **Decision required**

## **19. WAR MEMORIAL RECREATION GROUND PLAY AREA**

Deputy Town Clerk to share a report on the proposed works for the play area to upgrade and repair four gates for pedestrian access to park; three quotations to be considered by Members: **Decision required**

## **19. HR COMMITTEE REPORT FROM CLLR DONALDSON**

Update on the recommendations from the HR Committee including the proposed expenditure for the recruitment of a new Town Clerk/RFO: **Decision required**

## **EXCLUSION OF PRESS AND PUBLIC**

Council is requested to pass a resolution to exclude Press and Public from the remainder of the meeting 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, the public will be asked to leave the meeting during consideration of the following items: staffing matters.

## **20. PENSION LGPS POSITION**

Members to consider a report on the pension LGPS position with a verbal recommendation from the HR Committee: **Decision required**

G Gray

**Signed: Gill Gray**

**Town Clerk & RFO**

**Westgate-on-Sea Town Council**

**29<sup>th</sup> June 2023**