

**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 4th January 2022 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, please ensure that you wear a face covering and use the hand sanitiser at the entrance. There will be socially distanced seating available for four members of the public only. If you wish to make written representations instead of attending please ensure these are emailed by 4pm on Friday 31st December 2021.

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 2nd November 2021 (**Copy attached – Appendix A**)

To receive the minutes of the Planning, Highways & Environment Committee held on 16th November 2021 (**Copy attached – Appendix B**)

4. TOWN CLERK REPORT

Town Clerk to report on items since the last meeting.

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. 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 30.11.21 be received
- b. Payment and Receipt Reports 30.11.21 be received
- c. Receipts and Payments by Budget Heading 30.11.21 be received
- d. Annual Budget by Combined Account Code to end of November 2021 be received
- e. Budget Forecast Report to end of November be received

9. DRAFT BUDGET FOR 2022/2023

Town Clerk to share the finalised draft budget for 2022/23 and invite debate by Members; final conclusion now prepared and proposed for adoption by Council: **Decision required**

10. DRAFT NEIGHBOURHOOD PLAN REPORT

Town Clerk to share a report on the digital survey undertaken by Breakthrough Communications and to invite Members to receive the information and agree the next stage of the process: **Decision required**

11. THANET LOCAL PLAN UPDATE

Thanet District Council is carrying out a partial update of the Thanet Local Plan and have prepared two discussion papers and a number of studies have been undertaken for which they are now inviting comments. Town Clerk to share the documentation with Members and invite debate; consultation is open until 5pm on 4th February 2022: **Decision required**

12. CO-OPTION UPDATE AND SHORTLISTING PROCEDURE

Town Clerk to share details of the six registrations of interest for the two Town Councillor vacancies and proposes to invite Members to shortlist to four who will be then invited for interview; this process will be undertaken blind which involves removing all personal details to enable objective decision based on skills, experience and suitability: **Decision required**

G Gray

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

23rd December 2021