

Members of the Public and Press are invited to attend this meeting. Persons attending this meeting, whether to participate, or observe, are advised that they may be filmed, recorded, or otherwise reported about. Persons attending this meeting who wish to report on the procedures of the meeting are requested to avoid filming, recording, or otherwise reporting about children and vulnerable adults without the consent of the relevant responsible adult. You should also be aware that the Town Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy. Therefore, by entering the Meeting and speaking you are consenting to being recorded and to the possible use of those sound recordings for training purposes.

**WESTGATE-ON-SEA TOWN COUNCIL**  
**78 St. Mildreds Road**  
**Westgate-on-Sea**  
**Kent**  
**CT8 8RF**  
**Telephone: 01843 836182**



TO ALL MEMBERS OF THE FULL COUNCIL

You are hereby summoned to attend the **next Full Council Meeting of Westgate-on-Sea Town Council** to be held in the **Town Council Office, 78 St. Mildreds Road, Westgate-on-Sea CT8 8RF** on **Tuesday 5<sup>th</sup> March 2024** at **7 PM**. (The purpose of this meeting is to consider and / or pass such resolutions as may be deemed necessary or desirable in respect of all matters contained within the agenda.

All are welcome!

*Trish Hamilton*

Trish Hamilton MPsych BAppSc (Hons) FdCeg MSLCC CILCA  
Town Clerk and Responsible Financial Officer  
Dated: 29<sup>th</sup> February 2024

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MEMBERS: Cllr. David Donaldson (Chair); Cllr. Clive Veck (Vice Chair); Cllr. Elysa D'Abbro; Cllr. Stephen Fenning; Cllr. Tom King; Cllr. Alice Mulyinya; Cllr. Matthew Scott; Cllr. Charlotte Thomason and Cllr. David Wallin

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### AGENDA

- 2024//FC/35 **EMERGENCY EVACUATION PROCEDURE:** The Chair will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures. The Chair will inform the meeting that in the event of an emergency, everybody must leave the building via the nearest safe available exit and gather at the **ASSEMBLY POINT OUTSIDE PAYDEN'S CHEMIST**. Any officers present at the meeting will aid with the evacuation. It is important that the Chair is informed of any person attending who is disabled so that suitable arrangements may be made.
- 2024/FC/36 **APOLOGIES:** To receive apologies and grounds for absence if any
- 2024/FC/37 **MEMBERS' INTERESTS:** Members are requested to disclose any interest they may have in any of the items contained within this agenda.
- 2024/FC/38 **MINUTES:** To consider the adoption of the following as a correct record:--
- (i) Extraordinary Meeting of the Full Council dated 6<sup>th</sup> February 2024 (to follow)
  - (ii) Planning, Highways and Environment Committee dated 13<sup>th</sup> February 2024 (to follow)

(iii) Extraordinary Meeting of the Full Council dated 27<sup>th</sup> February 2024 (to follow)

2024/FC/39 **TO CONSIDER UPDATES FROM PARTNERS SUBJECT TO AVAILABILITY**

- (i) **COMMUNITY WARDEN JASON GORDON AND POLICE CONSTABLE STEVE ENGLAND** to report on issues affecting Westgate-on-Sea.
- (ii) **COUNTY AND THANET DISTRICT WARD COUNCILLORS' REPORTS:** Kent County Council (KCC) and / or Thanet District Councillors (TDC) to report on issues affecting Westgate-on-Sea.

2024/FC//40 **COUNCILLORS' REPORTS:** Westgate-on-Sea Town Councillors to report on any matters dealt with since last meeting, if appropriate.

2024/FC/41 **FINANCE AND EXPENDITURE:**

- (i) To appoint an External Auditor
- (ii) To note preparations for End of Year Returns
- (iii) To consider tenders to improve and update IT and Communications hardware to facilitate the discharge of the Council's functions
- (iv) To consider Members' and Staff Training and Development costs including
  - Introduction to Local Council Administration (£120 for one year course)
  - Kent Association of Local Councils Planning Conference 12<sup>th</sup> March (£70 excluding VAT, £84 including)
  - Local Government Association Annual Conference and Exhibition – 2- 4 July (£728 excluding VAT and accommodation)

2024/FC/42 **MATTERS AFFECTING THE COMMUNITY**

- (i) To consider Cllr King's concerns regarding the **NO.35 BUS SERVICE** and agree contents of a letter to Kent County Council
- (ii) To consider Cllr Kings update on **ANTI-SOCIAL PARKING ON DROPPED KERBS**

2024/FC/43 To consider the work of the Kent Resilience forum and if supported for the Council to set up and agree the membership of a subcommittee (working group) tasked with producing a **COMMUNITY EMERGENCY PLAN** for Westgate-on-Sea  
<https://www.kentprepared.org.uk/community-resilience>

2024/FC/44 **PUBLIC RIGHT TO SPEAK:** The meeting will be adjourned for a maximum of 15 minutes to allow for member of the public from Westgate-on-Sea to speak and address the Council. The public right to speak includes non-residents with Westgate-on-Sea residents having priority.

2024/FC/45 **DATE OF NEXT MEETING:-** Tuesday 2<sup>nd</sup> April 2024 (Time to be confirmed)

**Reports and Minutes:** Copies of reports and minutes are available for inspection from Westgate-on-Sea Town Council's office between the hours of 10 am and 12.30 pm Monday to Thursday. Reports provided by other agencies may not be provided but can be obtained at source from the relevant organisation.