



Date of Issue 12<sup>th</sup> December 2018

**To all members of the Finance and General Purposes Committee  
of Westgate-on-Sea Town Council**

**You are hereby summoned to attend a meeting of the  
Finance and General Purposes Committee  
on Tuesday 18th December 2018 commencing at 7pm**

**at 11A Ethelbert Square, Westgate-on-Sea, Kent CT8 8SR 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.**

**To all those present please at all times treat each other with courtesy, respect  
and dignity.**

**Residents are cordially invited to attend the meeting.**

Signed:

Town Clerk & RFO

---

Committee Members: Cllr T King (Chairman); Cllr J Cornford; Cllr H Page; Cllr P O'Connor; Cllr M Pennington; Cllr R Rolfe

- 1. To receive and accept apologies for absence and substitutes**
- 2. To receive declarations of pecuniary and non-pecuniary interests**
- 3. Minutes – to receive and approve the minutes of the meeting held on 20<sup>th</sup> November 2018 (Copy attached – Appendix A)**
- 4. Public Participation Session**
  - a. The meeting will adjourn to allow 15 minutes for the purposes of public participation. Subject to standing order 3(f) a member of the public shall not speak for more than 3 minutes and in accordance with standing order 3(e) a question shall not require a response at the meeting nor start a debate on the question.
- 5. Finance and Budget Performance Reports**
  - a. Bank Reconciliation November 2018 be received. (Copy attached – Appendix B)
  - b. The Finance Report Budget V Expenditure 30th November 2018 be received. (Copy attached – Appendix C)
  - c. The Forecast Report 30th November 2018 be received (Copy attached – Appendix D)
- 6. Small Grants Scheme Funding Application – 1<sup>st</sup> Westgate on Sea Scout Group**

The Town Clerk to provide the Small Grants Scheme application received from 1<sup>st</sup> Westgate on Sea Scout Group for the sum of £800.00 for the purchase of canvas tents for Members who are invited to debate and consider the application: **Decision required.**

7. **Update on Incident at Allotment Gardens Site on Lymington Road**  
The Town Clerk to report on the incident at the Allotment Gardens, Lymington Road with three quotations for the manufacture, delivery and installation of two replacement gates and one post: **Decision required.**
8. **Chairman's Report**  
The Chairman to report on any item dealt with since the last meeting.

**Next Meeting 22<sup>nd</sup> January 2019**

Date: 12<sup>th</sup> December 2018