



**Minutes of the Virtual Town Council Meeting of  
Westgate on Sea Town Council  
Held on Tuesday 7<sup>th</sup> July 2020 at 7pm**

Present	Cllrs Cornford (Chairperson), Donaldson, Green, Nightingale, Page, Pennington, Dr H Scott, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk)	
2282	<b>To receive apologies for absence</b> Cllr O'Connor and Cllr M Scott sent their apologies. Cllr Cornford proposed that item 11 on the Agenda was considered in place of Item 4; Members agreed.	
2283	<b>Members' Declarations of Interest</b> There were none.	
2284	<b>Minutes</b> It was proposed by Cllr Page and seconded by Cllr Pennington and <b>RESOLVED: that the minutes of the Council meeting held on 16<sup>th</sup> June 2020 be signed and approved as a true record of the meeting.</b>	
2285	<b>Chairperson's Report</b> Cllr Cornford introduced and invited Cllr Dawson to report on the consultation process for the proposed pedestrian crossing on Canterbury Road. Cllr Dawson gave an overview of the proposal and explained the consultation process being undertaken by KCC. Cllr Dawson added that various highway projects were being researched which were intended to be funded from pandemic special budgets; one of these is a potential one-way system for Station Road. Cllr Page gave a report following a site visit undertaken with Cllr Dr H Scott to assess the proposal for a pedestrian crossing on Canterbury Road and the practical implications. Following debate with various suggestions it was <b>proposed by Cllr Wallin and seconded by Cllr Pennington and RESOLVED: that the consultation response for the proposed pedestrian crossing on Canterbury Road be deferred to the P, H &amp; E Committee</b>	
2286	<b>Town Clerk Report</b> Town Clerk reported on the following:- <ul style="list-style-type: none"> <li>• Update for Town Council magazine</li> <li>• Scarecrow Festival event update</li> <li>• Update on the position with the AGAR for the Town Council</li> </ul>	

	<ul style="list-style-type: none"> <li>• Westgate in Bloom report</li> <li>• Fixology have now secured a temporary meeting place from September</li> <li>• Portable pressure washer loaned from Ramsgate Town Council</li> <li>• Training report</li> <li>• Land research with Network Rail and SE Rail</li> <li>• Remembrance Parade events documentation submitted to TDC</li> <li>• Phased return of hot desking at the Town Council office</li> </ul>	
2287	<p><b>Public Participation Session</b> There were no requests received.</p>	
2288	<p><b>Review of the Governance Arrangements</b></p> <p><b>A) Standing Orders</b> Following debate, one Member raised strong disagreement about Standing Order 3j proposed alteration, the objection was noted by the Chair. <b>It was proposed by Cllr Donaldson and seconded by Cllr Page and RESOLVED: that the Standing Orders were adopted; one Member voted against.</b></p> <p><b>B) Financial Regulations</b> <b>It was proposed by Cllr Pennington and seconded by Cllr Green and RESOLVED: that the Financial Regulations were adopted.</b></p>	
2289	<p><b>Policies for the Town Council</b></p> <p><b>A) Code of Conduct</b> <b>It was proposed by Cllr Page and seconded by Cllr Green and RESOLVED: that the Code of Conduct was adopted.</b></p> <p><b>B) Social Media Policy</b> Following debate, one Member raised strong disagreement about point 8.4, which states that the Council is of the view that Councillors should operate separate “public” and “private” social media accounts. <b>It was proposed by Cllr Green and seconded by Cllr Nightingale and RESOLVED: that the Social Media Policy was adopted; one Member voted against.</b></p> <p><b>C) Lone Working Policy</b> <b>D) Data Protection Policy</b> <b>E) Request for Information Policy</b> <b>F) Staff Email and Communication Policy</b> <b>G) Smoking Policy</b></p>	

	<p>Following review by the HR Committee, the following policies were recommended for adoption by Council</p> <p><b>It was RESOLVED: that the Lone Working, Data Protection, Request for Information, Staff Email and Communication and Smoking Policies were adopted.</b></p>	
2290	<p><b>Finance Reports</b></p> <p>A) Bank Reconciliations 31.05.20  B) Payment and Receipt Reports 31.05.20  C) Receipts and Payments by Budget Heading 31.05.20  D) Annual Budget by Combined Account Code</p> <p>It was proposed by Cllr Pennington and seconded by Cllr Green and <b>RESOLVED: that the Bank Reconciliations, Payment and Receipt Reports, Receipts and Payments by Budget Heading for 31.05.20 be received.</b></p> <p>It was proposed by Cllr Pennington and seconded by Cllr Green and <b>RESOLVED: that the Annual Budget by Combined Account Code be received.</b></p>	
2291	<p><b>Representation on Outside Bodies 2020/21</b></p> <p>It was recognised that Cllr Cornford and Cllr Pennington were representing the Town Council at the Thanet Area Committee.</p> <p>It was proposed by Cllr Dr H Scott and seconded by Cllr Page and <b>RESOLVED: that - Cllr Donaldson would represent the Town Council on the Thanet Community Land Trust Steering Group and Social Enterprise Kent CIC.</b></p>	
2292	<p><b>Westgate in Bloom</b></p> <p>Town Clerk shared a report with Members which outlined a proposal for utilising the Lottery Funding for the Westgate in Bloom project providing planting and groundworks on Sea Road.</p> <p>A) It was proposed by Cllr Pennington and seconded by Cllr Dr H Scott and <b>RESOLVED: that the Town Clerk is given delegated authority to purchase plants required to complete the planting programme on Sea Road for the flower beds by utilising part of the Lottery funding up to the value of £1,500.00.</b></p> <p>B) It was proposed by Cllr Pennington and seconded by Cllr Dr H Scott and <b>RESOLVED: that the manufacture of the mould required be commissioned for the replacement balusters for the sundeck/shelter on Sea Road</b></p>	

	<b>up to a number of 15 balusters be ordered including delivery to the site from Kent Balusters for the necessary remedial works up to the sum of £1,250.00.</b>	
2293	<b>Planning Application F/TH/19/0663 Update</b> Cllr Dr H Scott gave a report to Council in relation to a recent tree report provided by TDC Tree Officer for planning application for 117 Canterbury Road, Westgate on Sea.	
2294	<b>Next Meeting</b> The next meeting is 1 <sup>st</sup> September 2020	
2295	<b>Meeting Closed at 20.10pm</b>	

Signed.....

Dated...12-August-2020

Chairperson of the Council