

## WESTGATE-ON-SEA TOWN COUNCIL

Minutes of the meeting of the Finance & General Purposes Committee held at 7pm, Wednesday 2<sup>nd</sup> March 2016 in Room 6, Town Hall Buildings, 31 St. Mildred's Road, Westgate-on-Sea.

Present: Councillors King (Chairman), Ashbee, Charlton, Cornford, Morrish, Pennington, Rickett, Rolfe and Scott

Also present: Roy Wade (Interim Town Council)

### 221. CHAIRMAN'S WELCOME

The Chairman opened the meeting and gave the usual "housekeeping" instructions.

### 222. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. ~~Pennington~~.

*DK  
Nightingale*

### 223. DECLARATIONS OF INTEREST

Declarations of interest were made by (i) Councillor Cornford, in Minute No. 225 Council Office Accommodation, who introduced the item and then took no part in the discussion or voting thereon; and (ii) Cllr. Ashbee in Minute No. 230, Margate Charter Trustees who left the meeting for the whole of the discussion on this item.

### 224. MINUTES

It was moved by Cllr. Rickett and seconded by Cllr. Ashbee and

**RESOLVED:** That the minutes of the meeting held on 30<sup>th</sup> November 2015 be approved and signed by the Chairman.

### 225. COUNCIL OFFICE ACCOMMODATION

Committee considered the merits of vacating the existing Town Clerk's office (Room 2) and re-locating to room 7 which is larger and would give more opportunity for staff accommodation, the ability for Members to meet with the Town Clerk and for the holding of small meetings with TDC and other agencies.

Councillor Cornford gave details of the rental terms for room 7 as follows

Rental per annum	£4680.00
Rental of Council Chamber	1300.00



Insurance 450.32  
TOTAL £6430.32

There was a discussion on the current rental levels in respect of Room 2 in the sum of £5000.00pa plus rates and the hire of the Council Chamber.

It was moved by Cllr. Charlton and seconded by Cllr. Rolfe and

**RESOLVED:** That the Council enter into an agreement with Westgate-on-Sea Investment Co. Ltd for the hire of Office 7 in the sum of ~~£7930.32~~

Cllr. Rickett recorded his vote against this decision

6430.32

## 226. APPOINTMENT OF TOWN CLERK/RFO

Committee considered the appointment of a Town Clerk/RFO and noted that the vacancy had been advertised on the KALC web site and that the closing date for the receipt of applications was 18<sup>th</sup> March 2016. The terms of the appointment would be for 30 hours per week.

Members also noted the comments of Cllr. Ashbee that it would be possible to negotiate with an applicant if that was considered appropriate.

It was moved by Cllr. Rickett and seconded by Cllr. Pennington and

**RESOLVED:** That (A) the Town Council seek to appoint a Town Clerk/RFO for 30 hours per week, and (B) an interview panel of Cllrs. Ashbee, Charlton and Morrish be appointed to interview and appoint a Town Clerk/RFO at 2pm on Monday 21<sup>st</sup> March 2016 with a view to the appointed officer being in post by 4<sup>th</sup> April 2016.

## 227. THE QUEEN'S BIRTHDAY CELEBRATIONS

Cllr. Rickett introduced this item and informed Committee that circumstances had now changed since the meeting of the Planning & Environmental Committee and that Ray Taylor had now made alternative arrangements for litter picking and other equipment by volunteers. However Cllr. Rickett expressed the view that it would be prudent for the Town Council to purchase high viz jackets and litter pickers which could be loaned out for similar future initiatives that may be undertaken.

He had obtained provisional costings for the equipment in the sum of £1000,00 but would make further enquiries and report back.

It was moved by Cllr. Pennington and seconded by Cllr. Scott and

**RESOLVED:** That the litter picking equipment be purchased as outlined by Cllr. Rickett and stored by the Town Council for use by local groups.



Councillor Cornford abstained from voting on this matter.

## **228. FUTURE CLEANSING OPERATIONS**

The Chairman reported that he, Cllr. Rolfe and the Interim Town Clerk had met with officers of TDC to discuss future cleansing arrangements that would complement the services provided by the District Council. In response to a question from Cllr. Morrish the Chairman advised that TDC had confirmed that it would not be necessary to enter into a formal agency agreement and that it could be covered by a memorandum of understanding (mou). Finally the Chairman advised that it had not been possible to draft a report on the meeting and that a full report <sup>on the mou.</sup> would be submitted to Council.

## **229. TOWN COUNCIL'S WEB SITE**

Committee considered the report of the Interim Town Clerk that some residents had expressed frustration at the difficulty of navigating the Council's web site. Cllr. Rickett agreed with these concerns and indicated that the site had now outgrown its original purpose. Members noted that £200 remained within current budgets to expand and improve the site and it was

**RESOLVED:** That a Cllrs. Rolfe and Rickett meet with David Wallin to update the web site.

## **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That the press and public be excluded from the remainder of the meeting in view of the confidential and legal issues pertaining the following item.

## **230. MARGATE CHARTER TRUSTEES**

The Interim Town Clerk reported upon the this matter and expressed a view with regard to the way forward. Members expressed concern that advice received from local government associations had not been reported upon.

The Interim Town Clerk was asked to investigate further and report to Council.



**Time concluded: 10.00pm.**

## WESTGATE-ON-SEA TOWN COUNCIL

Minutes of the meeting held at 7pm, Monday 7<sup>th</sup> March 2016 in the Council Chamber, Town Hall Buildings, 31 St. Mildred's Road, Westgate-on-Sea.

Present: Councillors King (Chairman), Ashbee, Charlton, Cornford, Morrish, Nightingale, Pennington, Rickett, Rolfe and Scott.

Also present: Laura Bungard (Community Warden) and Roy Wade (Interim Town Council)

### 231. CHAIRMAN'S WELCOME

The Chairman opened the meeting, welcomed Members and residents and gave the usual "housekeeping" instructions.

### 232. APOLOGIES FOR ABSENCE

No apologies for absence were submitted.

### 233. DECLARATIONS OF INTEREST

A declaration of interest was disclosed by Councillor Ashbee in respect of the minutes of the Finance and General Purposes Committee and the minute relating to Margate Charter Trustees.

### 234. MINUTES

It was moved by Cllr. Rickett and seconded by Cllr. Scott that the minutes of the meeting held on 3<sup>rd</sup> February 2016, as amended by the insertion of "it was suggested that funds from Margate Charter Trustees should not be used as income to finance current expenditure since this one-off payment would not be available for the 2017/18 budget" into Minute 207 be approved and signed by the Chairman.

### 235. REPORT OF THE COMMUNITY WARDEN

Laura Bungard, the Community Warden, read from her report (attached at appendix A) and responded to questions.

The Chairman thanked Laura for her hard work and commitment to the community and Westgate.

### 236. PUBLIC RIGHT TO SPEAK

The Council received oral representations from the following residents:

