



**Minutes of the Meeting of the Full Council of
Westgate on Sea Town Council
on Tuesday 3rd September 2019
Held at 78 St Mildreds Road, Westgate-On-Sea, Kent
CT8 8RF**


Present	Cllrs Pennington (Chairperson), Cornford, Donaldson, Nightingale, O'Connor, H Scott, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk), Cllr Dawson (KCC) 2 members of the public	
	Chairperson's Welcome The Chairperson opened the meeting and followed with the usual "housekeeping" instructions and advised that the meeting was being recorded on a video camera.	
1903	To receive apologies for absence Cllr Page, Cllr M Scott, Laura Bungard, and Cllr Bambridge (TDC)	
1904	Members' Declarations of Interest There were none.	
1905	Minutes It was proposed by Cllr Wallin and seconded by Cllr Cornford and RESOLVED: that the minutes of the Council meeting held on 6th August 2019 be signed and approved as a true record of the meeting.	
1906	County and District Councillor Reports Cllr Dawson (KCC) reported that there had been a problem this summer with weeds and leaves on the footpaths and highways. The use of weed sprays was not taking place until the autumn and then there will be the issue of clearing the dead weeds; it was suggested that the Town Council liaise with TDC to co-ordinate this work. Cllr Dawson added that the study for the proposed pedestrian crossing by the Ursuline School was being undertaken and expected to be completed soon. Cllr M Scott provided a report which the Town Clerk read on his behalf; it included his attendance to NHS East Kent engagement events and committee meeting, attending the Thanet Community Safety Partnership Neighbourhood Engagement meeting, assisting with the restoration works that have been undertaken by a team of local residents led by Mr Michael Wiseman on the shelter and the gardens on Sea Road of which Cllr M Scott thanked them for all their efforts. Cllr M Scott	

	added that the Saturday Surgeries were now fortnightly to encourage more residents to attend with their enquiries.	
1907	<p>Report of the Community Warden</p> <p>There was a report available from the Warden which the Town Clerk read in her absence. The report covered topics such as drains causing flooding, dog excrement being fly tipped, travellers and campers, overflowing bins issue and attending the Scripture Union event in Minnis Bay during the summer.</p>	
1908	<p>Chairperson's Report</p> <p>Cllr Pennington reported that there seemed to be a large number of camper vans on Sea Road this year and this has caused some complaints. It was suggested that signage could be utilised next year to remind visitors and seafront users of the responsibility for disposal of litter and being mindful of others. Following a discussion about the beach huts and disposal of rubbish it was agreed that the Town Clerk should contact Your Leisure to ascertain the licence conditions and terms for the beach hut users. Cllr Pennington added that he had visited the Swan Public House following the Westgate Day event and this was a useful meeting with discussions how to improve for next year. Cllr Pennington thanked Rev G Kalu for his work whilst Chaplain for the Town Council and wished him well in his new role and his move away from the Town.</p>	
1909	<p>Councillor's Reports</p> <p>Cllr O'Connor reported that she had attended the Allotment Association Plot opening ceremony for the new shed on the community plot, they also planted a tree in memory of a resident on the plot which had been donated by the Town Council.</p> <p>Cllr H Scott confirmed that a letter had been sent to Rt Hon Robert Jenrick MP and Rt Hon Theresa Villiers MP with a copy sent to Sir Roger Gale MP. The finalised version of the Neighbourhood Plan has now been shared with TDC officers and it was a pleasure to experience the hospitality of the new restaurant Finbars. Cllr H Scott added that a tree planting programme would be prepared for the autumn and winter months.</p>	
1910	<p>Town Clerk's Report</p> <p>The Town Clerk reported that the next Events, Tourism and Improvements Steering Group had been successful, a Craft Fair had been held in the Community Space, Westgate in Bloom was still progressing albeit a bit slower and wanted to congratulate the residents and Cllr</p>	

	M Scott for all their efforts over the summer with the works on the shelter on Sea Road.																	
1911	<p>Public Participation Session</p> <p>There was one request received by the Town Clerk for public participation at this meeting. There was a presentation from a local resident in relation to the Paint the Town Poppy Red initiative. Cllr Cornford and Cllr O'Connor were thanked for their support for the project to date. The appropriate dates for installation would be sought and an update provided at the next meeting. A workshop is proposed to be held in the Community Space at half term for children to participate.</p>																	
1 912	<p>Finance Reports</p> <p>The Town Clerk presented Members with the Bank Reconciliations for 30th June 2019 and 31st July 2019; Payments and Receipts Report for June and July 2019; and Receipts and Payments Report by Budget Heading to 29th August 2019.</p> <p>Cllr O'Connor reported that following the completion of receipt of invoices for the office move the gross costs had amounted to £17,211.00 in total and there was a £3,726.00 saving in the budget due to some costs no longer required due to the improved space. This resulted in a net cost of £13,451.00. Old rental costs for five years were £14,400.00 per annum which equates to £72,000.00. New rental costs for five years are stepped and equates to £60,000.00 for the period; this results in a £12,000.00 saving in rental costs over the five-year period.</p> <table border="1" data-bbox="395 1368 1203 1697"> <thead> <tr> <th colspan="2">Rental Costs Westgate on Sea Town Council Office</th> </tr> <tr> <th>78 St Mildreds Road</th> <th>11 & 11A Ethelbert Square</th> </tr> </thead> <tbody> <tr> <td>Year 1 - £10,000.00</td> <td>£14,400.00</td> </tr> <tr> <td>Year 2 - £11,000.00</td> <td>£14,400.00</td> </tr> <tr> <td>Year 3 - £12,000.00</td> <td>£14,400.00</td> </tr> <tr> <td>Year 4 - £13,000.00</td> <td>£14,400.00</td> </tr> <tr> <td>Year 5 - £14,000.00</td> <td>£14,400.00</td> </tr> <tr> <td>Total - £60,000.00</td> <td>Total - £72,000.00</td> </tr> </tbody> </table> <p>The income generation in the two-month period since the move has been an average of £150.00 per month and if this is forecast for a total of 60 months for the five-year period would equate to a total of £9,000.00. Therefore, the total savings on rent of £12,000.00 plus projected income of £9,000.00 equates to £21,000.00 against the £17,211.00 cost to move results in a real saving of £3,789.00 over the five-year period.</p>	Rental Costs Westgate on Sea Town Council Office		78 St Mildreds Road	11 & 11A Ethelbert Square	Year 1 - £10,000.00	£14,400.00	Year 2 - £11,000.00	£14,400.00	Year 3 - £12,000.00	£14,400.00	Year 4 - £13,000.00	£14,400.00	Year 5 - £14,000.00	£14,400.00	Total - £60,000.00	Total - £72,000.00	
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	<p>To ensure that that figures are open and transparent Members are in receipt of a detailed report and assured that the projected incomes will be monitored regularly.</p> <p>It was reported that the feedback to date from the community was that the space was appreciated and an improvement.</p> <p>A, B and C It was moved by Cllr Donaldson and seconded by Cllr Nightingale and RESOLVED: that the Finance Reports were received.</p>	
1913	<p>VE Day Commemoration/Celebration 08 & 09.05.19</p> <p>It was RESOLVED: that the Town Clerk should research costs for road closure of Station Road to facilitate a street party and this can be incorporated for the budget discussions; Town Councillors who have confirmed involvement for a proposed Working Party are Cllrs Cornford, Nightingale, O'Connor and Wallin.</p>	
1914	<p>Appointment of Chaplain for the Town Council</p> <p>It was RESOLVED: that Rev Susan Wing is appointed as Chaplain for the Town Council.</p>	
1915	<p>Community Asset Transfer for Lymington Road Recreation Ground</p> <p>It was moved by RESOLVED: that the Town Council will progress with the Community Asset Transfer for Lymington Recreation Ground and two shelters on Sea Road; the Members agreed that the appointment of the legal services to act for the Town Council was delegated to the Town Clerk from the three quotations obtained.</p>	
1916	<p>Emergency Planning</p> <p>Cllr Cornford reported that resilience was needed for the community and in the midst of an incident it would be essential to know whom to contact for equipment, shelter and access to facilities. There were parts of Westgate that were vulnerable, and a prepared plan should be in place.</p> <p>It was RESOLVED: that Cllr Cornford work with the Town Clerk to draft a plan to be debated by Members soon.</p>	
1917	<p>Westgate Day 2020</p> <p>The Town Clerk reminded Members of the main tasks for the event preparation for Westgate Day for 2020 and invited volunteers to progress with these commencing in September this year.</p> <p>It was RESOLVED: that the following Cllrs would</p>	

	<p>work on the nominated tasks –</p> <ul style="list-style-type: none"> • Cllr H Scott – Bus route and stops for the Open Top Bus • Cllr Donaldson – Research funding and sponsorship for the whole event • Cllr Wallin - Source prizes for the projects from the local businesses • Cllr M Scott – Organise multimedia attendance, eg local tv, radio, newspapers and post event coverage • Cllr Nightingale – Engage local bands for performance for the stage • Cllr Cornford – Organise volunteers and recruit stewards • Cllr O'Connor – Recruit community activities, stall pitches and food/drink providers • Cllr Pennington – Engage with local businesses and encourage participation to incorporate more of the Town next year 	
1918	<p>Next Meeting The next meeting is 1st October 2019</p>	
1919	<p>Meeting Closed at 20.37pm</p>	

Signed.....
Chairperson of the Council

Dated.....