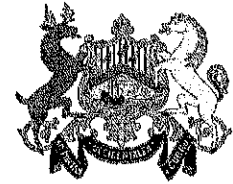


Westgate on Sea Town Council
78 St Mildreds Road
Westgate on Sea
Kent CT8 8RF
Tel: 01843 836182



Sir/Madam,

You are hereby summoned to attend a meeting of the Town Council of Westgate-on-Sea at 7 pm, Tuesday 7th November 2023 in Town Council Office, 78 St Mildreds Road, Westgate-on-Sea CT8 8RF 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.

If you are unable to attend this meeting will you, please advise the Town Clerk's Office in advance by email so that your apologies and reasons for absence can be given at the meeting.

Members of the public are welcome.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. MEMBERS' INTERESTS

Members are requested to disclose any interest they may have in any of the items contained within the agenda.

3. MINUTES

- a) To receive and approve the minutes of the Full Council meeting held on 3rd October 2023 **(copy attached)**
- b) To receive and approve the minutes of the extra ordinary Full Council meeting held on 10th October 2023 **(copy attached)**
- c) To receive the minutes of the Planning, Highways & Environment Committee held on 12th October 2023 **(copy attached)**
- d) To receive the minutes of the Events, Tourism & Development Committee held on 17th October 2023 **(copy attached)**
- e) To receive the minutes of the Finance and General Purposes Committee held on 24th October 2023 **(copy attached)**
- f) To receive the minutes of the Human Resources Committee held on 24th October 2023 **(copy attached)**

4. PUBLIC RIGHT TO SPEAK

The meeting will be adjourned for a maximum of 15 minutes to allow for members of the public from Westgate-on-Sea to speak and address Council. The public right to speak includes non-residents with Westgate-on-Sea residents having priority.

5. INTERIM CLERK REPORT

Update from the Interim Town Clerk.

6. COUNTY AND THANET DISTRICT WARD COUNCILLORS' REPORT

KCC and/or TDC Ward Councillors to report on issues affecting Westgate-on-Sea.

7. COUNCILLORS' REPORTS

Councillors to report on any matters dealt with since the last meeting, if appropriate.

8. REPORT FROM COMMUNITY WARDEN AND PC

Reports to be shared with Members in person or via email from the Community Warden and/or PC for Westgate on Sea if available.

9. FINANCE REPORTS AND DRAFT BUDGET FOR 2024/2025

Finance reports to be received.

a) September 2023

- Current Account – Bank Reconciliation and Payment and Receipts Reports.
- Deposit Account – Bank Reconciliation and Payment Report.
- Petty Cash Account – Bank Reconciliation and Payment Report.

b) Draft Budget for 2024/2025

10. WESTGATE AND GARLINGE ACTION GROUP AGAINST HOUSING DEVELOPMENT (WAGAGAHD)

Members to be updated on the actions and ongoing work to support the Westgate and Garlinge Action Group Against Housing Development.

11. CO-OPTION OF WESTGATE-ON-SEA TOWN COUNCILLOR

Following interviews held on 10th October 2023 members to discuss and recommend the recruitment of one of the two candidates who applied. **Decision required:**

12. WESTGATE-ON-SEA TICKET OFFICE CLOSURE CONSULTATION

Members to be updated on the Southeastern Ticket Office Closure consultation.

13. REMEMBRANCE 2023

Members to be updated on the Remembrance parade and service and to discuss and decide roles on the day. **Decision requested.**

14. TOWN COUNCIL MAGAZINE JANUARY 2024

Members to discuss articles for the next issue of the magazine.

EXCLUSION OF PRESS AND PUBLIC

Council is requested to pass a resolution to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public will be asked to leave the meeting during consideration of the following items: staffing matters.

15. STAFFING MATTERS

To receive a report from the Interim Town Clerk on staffing matters including:

- Town Clerk and RFO Vacancy.
- Former Town Clerk Role

Decisions Required.

C. Wheatley

Signed: Chloe Wheatley

Interim Town Clerk - Westgate-on-Sea Town Council

02.11.2023



Minutes of the Full Council Meeting of
Westgate on Sea Town Council held in Town Council Office
78 St Mildreds Road, Westgate on Sea CT8 8RF
Held on Tuesday 3rd October 2023 at 7.00pm

Present	Cllrs Donaldson (Chair); Veck (Vice Chair), Fenning; King; Mulyina; Wallin	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk) and eight residents.	
	To receive apologies for absence Cllr Crow-Brown (KCC), Cllr Wright (KCC), Cllr Braidwood (TDC), Cllr D'Abbro and Cllr Green	
	Members' Declarations of Interest Cllr King declared a potential interest in Agenda item 12 – Ticket Office Closure as he is currently Kent branch chairman of Unite the union retired members and campaigning on transport services.	
	Minutes It was moved by Cllr Wallin and seconded by Cllr Donaldson and RESOLVED: that the minutes of the Full Council held on 5th September 2023 be signed and approved as a true record of the meeting. It was moved by Cllr Fenning and seconded by Cllr Mulyina and RESOLVED: that the minutes of the PH&E Committee held on 12th September 2023 were received. It was moved by Cllr Scott and seconded by Cllr King and RESOLVED: that the minutes of the ET&D Committee held on 19th September 2023 were received.	
	Public Participation Session Representatives from the Westgate and Garlinge Action Group Against Housing Development (WAGAGAHd) requested an update on the Council's agreed actions to support the group's fight against the planned houses.	
	At 6.20pm Cllr Scott left the meeting due to feeling unwell.	
	Interim Clerk Report <u>Temporary Mast</u> A public meeting will be held with Waldon Communications. The date for this meeting has not yet been confirmed.	

	<p>ACTION: Interim Clerk to update members when the date has been set for the public meeting.</p> <p><u>Westgate-on-Sea Neighbourhood Plan</u> The Westgate Neighbourhood Plan was <i>made</i> by Thanet District Council at their Cabinet meeting held on Thursday 21st September 2023.</p> <p><u>Entrance Update</u> As per the resolution made at the Finance and General Purposes meeting held on Tuesday 25th July 2023 for the internal UPVC Double Glazed door unit be removed, the new door had been ordered and would be fitted by the end of October.</p>	
	<p>KCC/TDC Ward Councillor Reports</p> <p>Cllr Crown-Brown from KCC reported:</p> <ul style="list-style-type: none"> ▪ That he was saddened to hear Chloe Wheatley would be leaving WosTC. He had always found her to be highly professional, diligent and innovative in her ideas for the betterment of the council and wished her all the best for the future. ▪ That following the numerous road closures in Thanet in recent weeks, with several at short notice, he had raised the issue at the Environment and Transport Cabinet committee. In particular highlighting the economic effect on businesses. KCC Highways are enhancing their resources and lobbying the Department of Transport to improve the powers of enforcement on utilities companies. <p>Cllr Donaldson reminded members the Kent Association of Local Councils Annual Meeting was being held on 18th November 2023 at Ditton Community Centre and confirmed he would be attending.</p>	
	<p>Councillor's Report</p> <p>Cllr Wallin updated members on residents' issues he had been working to resolve, these included:</p> <ul style="list-style-type: none"> ▪ Lack of lighting in Elm Grove. ▪ Noise complaints at Abby Court. 	
	<p>Report from Community Warden and PC</p> <p>The Community Warden updated members on his recent work in the community. This included:</p> <ul style="list-style-type: none"> ▪ Dealing with a road traffic incident on Westgate Bay Avenue. ▪ Supporting an elderly resident who had been hit by a car in Birchington. ▪ Supporting Westgate businesses who had received fake £20 notes and one business who had items stolen from their shop. ▪ Engaging with the RISE Team and the Westgate PC in relation to three homeless men. He confirmed the tents which had been set up by the War Memorial had now moved. 	

	<p>The Warden's role is now split between Birchington and Westgate-on-Sea. The consultation of the restructure of the Warden Scheme closed on 03.10.23.</p>	
	<p>Finance Reports</p> <p>August 2023</p> <ul style="list-style-type: none"> ▪ Current Account – Bank Reconciliation and Payment and Receipts Reports. ▪ Deposit Account – Bank Reconciliation and Payment Report. ▪ Petty Cash Account – Bank Reconciliation and Payment Report. <p>It was proposed by Cllr Wallin and seconded by Cllr Fenning and RESOLVED: that the Bank Reconciliations and Payment and Receipt Reports for August 2023 be received.</p>	
	<p>Westgate Lighting and Improvements Committee</p> <p>Members were updated by representatives of the Westgate Lighting and Improvements Committee on the plans for the 2023 Christmas Fair. The Committee requested an update on the town's festive lights.</p> <p>The Interim Clerk updated that the Permit for festive lights from Thanet District Council had been applied for and the electricians were booked to switch on the Lamp Post festive lights on 30th November 2023. Canopy lights were still to be arranged.</p> <p>The Committee had ordered the Christmas tree. The cost of the tree is expected to be approximately £1300. A breakdown of the cost for the Christmas Tree would be sent to the Interim Clerk to share at the Events, Tourism and Developments Committee to review and agree.</p> <p>The Committee asked if the Council could provide any volunteers to support the event on the day. The Community Warden confirmed he had extended the opening time for the public toilets.</p> <p>ACTION: Interim Clerk to place purchasing of the town's Christmas tree on the Events, Tourism and Developments Agenda.</p>	
	<p>WESTGATE AND GARLINGE ACTION GROUP AGAINST HOUSING DEVELOPMENT (WAGAGAHD)</p> <p>An update was given to WAGAGAHD on actions set at the Finance and General Purposes and Full Council meetings held in September:</p> <ul style="list-style-type: none"> ▪ To add an agenda item to the Full Council meeting on 5th September 2023 to update all Council Members. -Completed. ▪ Cllr Veck and Cllr Donaldson to speak at the next Thanet Area Committee to gauge interest from other local parish and town councils in providing financial support to the WAGAAH Action Group to obtain legal advice. -Completed. Cllr Veck discussed. ▪ Cllr D'Abbro to share the report commissioned by Thanet District Council, when published, ahead of the next F&GP Committee. -Ongoing. 	

	<ul style="list-style-type: none"> ▪ To source and provide quotes for legal advice for the Town Council on the impact financially supporting the Action Group would have on the Town Council. -Ongoing. ▪ To provide 250 objection forms for the Action Group open days. -Completed. ▪ To contact TDC to request an extension on the application for 2000 houses. -Completed. ▪ To contact potential Planning Consultants to review the application - Completed. <p>ACTION: Town Council to chase quotes from potential Planning Consultants. An extraordinary meeting to be called if the quotes were not received before the agenda for the next Full Council meeting was published.</p>	
	<p>Westgate-on-Sea Ticket Office Closure Consultation</p> <p>The Department for Transport and Train Operators across England have proposed major changes to rail station ticket offices. These proposals are to move staff onto station platforms and concourses, creating multi-skilled customer help roles resulting in the permanent closure of ticket offices.</p> <p>Consultation on the potential closure of Westgate-on-Sea Ticket Office is due to open before Christmas 2023.</p> <p>It was proposed by Cllr King and seconded by Cllr Donaldson to write a letter, in advance of the consultation, strongly disagreeing with the closure of the town's Ticket Office.</p> <p>ACTION: Interim Town Clerk to inform members when the consultation opens.</p>	
	<p>Remembrance 2023</p> <p>Members were updated on the Remembrance parade and service. An information pack was passed to the Chair containing all the details in order to run the event on Sunday 12th November 2023.</p> <p>ACTION: To place an item on the Events, Tourism and Developments Agenda to discuss in detail and to hand to Cllr D'Abbro as the Chair of the committee.</p>	
	<p>EXCLUSION OF PRESS AND PUBLIC</p> <p>It was RESOLVED: to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public will be asked to leave the meeting during consideration of the following items: staffing matters.</p>	
	<p>Staffing Matters</p> <p>Members were updated on the:</p> <ul style="list-style-type: none"> ▪ Town Clerk and RFO Vacancy. ▪ Co-Option Vacancy. 	

	<ul style="list-style-type: none"> ▪ Resignation of the Deputy Town Clerk/Interim Town Clerk and provision of interim financial and administrative cover. ▪ Previous Town Clerk role. 	
	Next Meeting The next meeting 7 th December 2023 at 7pm.	
	Meeting Closed to the public at 8.50pm	

Signed.....

Dated.....

Chair of the Council

DECLASSIFIED



**Minutes of the Extraordinary Full Council Meeting of
Westgate on Sea Town Council held in Town Council Office**

78 St Mildreds Road, Westgate on Sea CT8 8RF

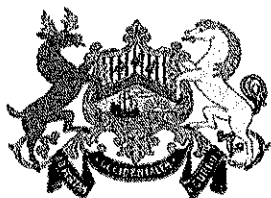
Held on 10th October 2023 at 6.00pm

Present	Cllrs Donaldson (Chair); Veck (Vice Chair); Wallin	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk)	
	To receive apologies for absence Cllr D'Abbro, Cllr Fenning, Cllr King, Cllr Green, Cllr Mulinya and Cllr Scott	
	Members' Declarations of Interest None.	
	Public Participation Session None	
	Co-option of Councillor Two candidates were interviewed for the Westgate-on-Sea Town Councillor vacancy.	
	Meeting Closed to the public at 7.00pm	

Signed.....

Dated.....

Chair of the Council



Minutes of the Planning, Highways and Environment Committee

Westgate-On-Sea Town Council

Held on Tuesday 10th October at 7.00pm at the Town Council Office,
78 St Mildreds Road, Westgate-on-Sea CT8 8RF

Present	Cllr Wallin (Chair); Cllr Donaldson and Cllr Veck	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk)	
	Apologies for Absence Cllr D'Abbro & Cllr Scott	
	Member's Interests None	
	Minutes It was moved by Cllr Donaldson and seconded by Cllr Veck and RESOLVED: that the minutes of the Planning, Highways and Environment Committee meeting held on Tuesday 12 th September 2023 were signed and approved as an accurate record of the meeting.	
	Public Participation Session None.	
	Planning Decisions by Thanet District Council None	
	Planning Applications for Consultation a) TCA/TH/23/1208 Priory Grove, 3 The Grove, Westgate-on-Sea 1 no Cherry (T1) – Fell, 2 no Holly (T2,T3) - Fell It was moved by Cllr Wallin and seconded by Cllr Veck and RESOLVED: that the Town Council comments – No objection to fell of T2 and T3 Holly Trees. Request the T1 Cherry Tree situated outside of the property be relocated.	
	Next Meeting The next meeting is Tuesday 14 th November 2023.	
	Meeting closed 7.15pm	

Signed.....

Dated.....



Minutes of the Events, Tourism and Development Committee

Westgate-On-Sea Town Council

Held on Tuesday 17th October 2023 at 6.00pm at the Town Council Office, 78 St Mildreds Road, Westgate on Sea CT8 8RF

Present	Cllrs D'Abbro (Chair); Donaldson; King	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk) 2 Representatives from the Lighting and Improvements Committee and 3 members of the public.	
	Apologies for Absence Cllr Fenning, Cllr Mulinya and Cllr Scott	
	Member's Interests None	
	Minutes It was moved by Cllr Donaldson and seconded by Cllr King and RESOLVED: that the minutes of the E,T&D Committee meeting held on Tuesday 19 th September 2023 were signed and approved as an accurate record of the meeting.	
	Public Participation Session None.	
	Westgate-on-Sea Photography Project – The Pulse Mareike Guensche's exhibition which included the stories and photos of 19 Westgate businesses/individuals opened on 22 nd July 2023. The opening event had been a great success and was very well attended. Mareike updated members on the cost of printing a 44-page colour brochure of the exhibition. £774 for 250 copies (£474 for printing. £300 for design and layout) £1120 for 500 copies (£820 for printing. £300 for design and layout)	

	<p>It was proposed by Cllr King and seconded by Cllr Donaldson and resolved: To refer decision to the Finance and General Purposes Committee to be held on 24th October 2023.</p>	
	<p>Remembrance Sunday – 12th November 2023</p> <p>The Interim Clerk handed over to the Committee all the paperwork required for the Remembrance Parade.</p>	
	<p>Christmas Lights</p> <p>The licence for the Lamp Post festive lights had been submitted to Kent County Council.</p> <p>The electricians had been scheduled to turn on lights on 30th November 2023.</p> <p>Canopy lights to be organised.</p>	
	<p>Christmas Fair – 3rd December 2023</p> <p>The lighting and Improvements Committee updated members on the plans for the Christmas Fair. The Town Council was asked if they could support the Committee in negotiating the £110.00 Parking Suspension Bay fees issued by Thanet District Council.</p> <p>ACTION: Cllr Donaldson to contact Thanet District Council to investigate.</p> <p>Members then reviewed the cost for the town's Christmas Tree.</p> <p>670.00 20ft Christmas Tree. 700.00 Putting up, taking down and recycling of the tree. 350.00 Tree Lights 220.00 Risk Assessment Total cost £1940.00</p> <p>ACTION: To refer decision to the Finance and General Purposes Committee to be held on 24th October 2023.</p>	
	<p>D-Day 80th Anniversary 6th June 2024</p> <p>ACTION: to place the item on the agenda for the November Events, Tourism and Developments Committee meeting.</p>	
	<p>Town Council Magazine</p> <p>ACTION: to place the item on the agenda for the November Full Council meeting.</p>	

	Next Meeting 21 st November 2023 at 6.00pm	
	Meeting closed 6.35pm	

Signed.....

Dated.....

DRAFT



**Minutes of the Meeting of the Finance and General Purposes Committee of
Westgate-On-Sea Town Council**

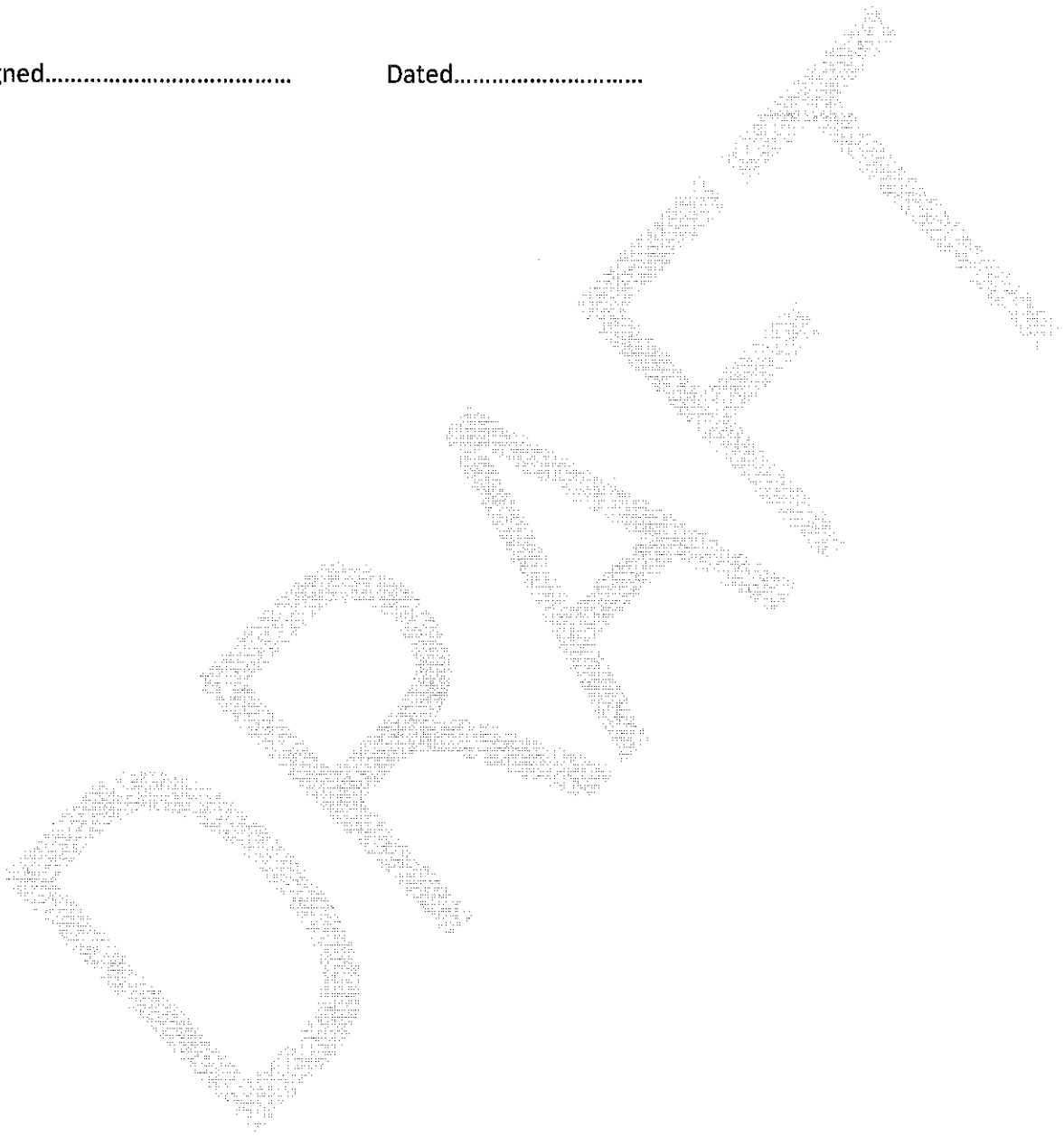
**Held on Tuesday 24th October 2023 6.00pm at 78 St Mildreds Road, Westgate
on Sea CT8 8RF**

Present	Cllr Veck (Chair), Cllr Donaldson, Cllr King and Cllr Wallin	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk) and four members of the public.	
	To receive apologies for absence Cllr Fenning and Cllr D'Abbro	
	Declarations of Interest None	
	Minutes It was moved by Cllr Wallin and seconded by Cllr Donaldson and RESOLVED: that the minutes of the meeting of 25 th July 2023 be approved as a true and accurate record of the meeting.	
	Public Participation Session Representatives from the Westgate and Garlinge Action Group Against Housing Development (WAGAGAHd) requested and update on the Council's agreed actions to support the group's fight against the planned houses. ACTION: Town Council to chase quotes from potential Planning Consultants. An extraordinary meeting to be called if the quotes come in before the next Full Council.	
	Budget for 2024/2025 Members reviewed the initial draft for the 2024/2025 budget and potential amendments and additions were discussed. Cllr King recommended increasing the grants budget from £3000 to £10,000 and asked for confirmation the £10,000 which was agreed in the 2023/2024 budget was ear marked as it was yet to be spent. ACTION: Cllr Veck to revise the budget and bring a second draft to the next Full Council meeting.	

	<p>Allotment Renewal Update</p> <p>Allotment renewals were sent out to all plot holders in mid-September. To date 60 payments have been received and there are 28 payments outstanding. Outstanding renewals and tenancies will be chased in early November.</p>	
	<p>Town Christmas Tree</p> <p>Following the ET&D Committee, the F&GP Committee were asked to review and agree the cost for the Town Christmas Tree.</p> <p>670.00 Tree – 20ft 700.00 Put up, take down and recycle of tree. 350.00 Tree lights 220.00 Risk Assessment Total Cost £1940</p> <p>It was proposed by Cllr Wallin and seconded by Cllr Donaldson and resolved to pay the total cost of the Christmas tree of £1940.</p>	
	<p>The Pulse Photography Project</p> <p>Following the ET&D Committee, the F&GP Committee were asked to review quotes for the Pulse Photography Booklet and agree funding the printing of a 44 page colour booklet of the exhibition.</p> <p>£774 for 250 copies (£474 for printing. £300 for design and layout)</p> <p>£1120 for 500 copies (£820 for printing. £300 for design and layout)</p> <p>It was proposed by Cllr Wallin and seconded by Cllr Donaldson and resolved that the Town Council pay £500 towards the cost of printing.</p>	
	<p>EXCLUSION OF PRESS AND PUBLIC</p> <p>Council is requested to pass a resolution to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public will be asked to leave the meeting during consideration of the following items: staffing matters.</p>	
	<p>New Clerk - Contract of Employment</p> <p>Members reviewed the new clerk's employment paperwork.</p> <p>ACTION: Refer to Full Council on 7th November 2023.</p>	

	Next Meeting 21 st November 2023 at 6pm.	
	Meeting Closed 7.20pm	

Signed..... Dated.....





Minutes of the Meeting of the extraordinary

Human Resources Committee of Westgate-On Sea Town Council

Held on 24th October 2023 at 7.00pm at the Town Council Offices, 78
St Mildreds Road, Westgate on Sea CT8 8RF

Present	Cllr Donaldson (Chairman), Cllr King, Cllr Mulinya and Cllr Veck	
Also, in attendance	Mrs Chloe Wheatley (Interim Town Clerk) and Cllr Wallin	
	To receive apologies for absence None	
	Declarations of Interest There were none.	
	Minutes It was moved by Cllr Mulinya and seconded by Cllr Veck and RESOLVED: that the minutes of the meeting held on Monday 26th September 2023 were approved as true and accurate record.	
	Public Participation Session There were no public participants for this session.	
	Committee Members were requested to pass a resolution to exclude Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public were excluded from the meeting during consideration of the next items in respect of matters relating to the employment of staff. It was moved by Cllr Mulinya and seconded by Cllr Donaldson and RESOLVED that the public were asked to leave the meeting during consideration of staffing matters.	
	Staffing Matters Members received the Interim Clerk Report on staffing matters including: <ul style="list-style-type: none">▪ New Clerk Contract of Employment.	

	<ul style="list-style-type: none"> ▪ Update on Interim Town Clerk hours. ▪ Update on previous Town Clerk role. ▪ Co-Option Update. 	
	Next meeting: TBC	
	Meeting closed at 7.55PM	

Signed.....

Date.....

DRAFT



Full Council – Tuesday 7th November 2023

INTERIM CLERK REPORT

Date written: 02.11.2023

Interim Clerk Update

Temporary Mast

Since the Full Council meeting on 3rd October a public meeting was held on Wednesday 25th October 2023 at the Westgate Community Centre. The meeting was run by representatives from the Westgate Community Centre Association (WOSCCA) and Mobile Broadband Network Limited (MBNL) who represent EE/Three. Representatives from Thanet District Council (TDC) and Waldon Communications sent their apologies.

The meeting was opened by MBNL who stated the proposed mast would be a temporary structure. It would not have any foundations but instead be anchored to the ground. The mast would be powered by a generator and noise cancelling screening would be installed. During installation a protective track way will be placed across the car park to protect pipework underground. MBNL are currently exploring the option of placing a permanent mast outside Westgate-on-Sea Library. As soon as permanent location for the mast could be organised the temporary mast would be removed.

Residents' concerns included the safety of the mast, in particular how the radiation omitted would impact the health of the children who use the green and attend nearby schools. Questions were asked around the validity of the ICNIRP Certificate (a statement which confirms that telecommunications equipment would meet the guidelines set out by the ICNIRP – International Commission on Non-Ionising Radiation Protection), the type of generator that would be used and its noise levels, the number of antennas the mast would have, whether MBNL have liability insurance (should people become sick due to the mast), what the criteria is for selecting a mast location and the timelines for installing a permanent mast and a temporary mast.

MBNL responded by stating the mast was safe and is required to have an ICNIRP Certificate. The generator used was a new design which would only be on during the day and would run on a built-in battery during the night. There would be 3 antennas on top of the mast. Selecting a location for a mast was a complicated process which took into consideration the signal reach of nearby masts, the physical layout of the area, nearby trees, access for installation and proximity to residential housing. If the application process went smoothly it could take a minimum of 8 month to install a permanent mast and approximately 3 months to install a temporary mast.

If members or residents require any further information or greater detail about the questions asked, then please email me directly – finance@westgateonsea.gov.uk.

Entrance Update

The new entrance door has now been fitted. Thank you to Vic for completing all the necessary structural work to alter the entrance.

Christmas Tree

It was proposed by Cllr Wallin and seconded by Cllr Donaldson to fund the town's Christmas Tree.

Agenda Item 10 - Westgate and Garlinge Action Group Against Housing Development of Farmland

Please see below updates on the agreed actions in relation to WAGAAGAH.

- To add an agenda item to the Full Council meeting on 5th September 2023 to update all Council Members. **-Completed**
- Cllr Veck and Cllr Donaldson to speak at the next Thanet Area Committee to gauge interest from other local parish and town councils in providing financial support to the WAGAAH Action Group to obtain legal advice. **-Completed. Update to be provided by Cllr Donaldson and Cllr Veck.**
- Cllr D'Abbro to share the report commissioned by Thanet District Council, when published, ahead of the next F&GP Committee. **-Ongoing**
- To source and provide quotes for legal advice for the Town Council on the impact financially supporting the Action Group would have on the Town Council. **-Ongoing**
- To provide 250 objection forms for the Action Group open days. **-Completed.**
- To contact TDC to request an extension on the application for 2000 houses. **-Completed**
- To contact potential Planning Consultants to review the application **-Completed**

New action from the Full Council held in October 2023:

- To chase potential Planning Consultants quotes.

Agenda Item 11 – Co-option of one Westgate-on-Sea Town Councillor

On Tuesday 10th October an extra ordinary meeting was held to interview two candidates for the co-option vacancy. The meeting was attended by the Cllr Donaldson, Cllr Veck, Cllr Wallin and the Interim Clerk. The two candidates were asked the following questions:

- Please can you tell us why you applied to be a Town Councillor and explain what you can contribute to the Town Council?
- What do you think are your specialist skills from personal and work experience that you can bring to the Town Council?
- Can you please demonstrate in your own words that you know how Local Government works?
- Please can you provide details of your community experience and assure us that you have the time to commit to the role of Town Councillor? There is a degree of flexibility needed for example for Saturday Surgeries and Events in the Town
- Please describe your approach to engaging with other people both verbally and practically; the role of Town Councillor is to represent the Town Council which requires good communicating skills with all Members and residents alike.
- Can you please provide your experience of public speaking that you have undertaken and demonstrate that you are able to formulate thoughts and express them effectively?
- Can you please describe the qualities that you possess as an individual to contribute to be an effective team player?

Answers to these questions were then scored using the following system:

2 = met criteria/answered fully

1 = partial met criteria/partially answered

0 = did not met criteria/didn't answer question

Councillors who attended the interviews will be asked to inform members which Candidate scored highest using the above system. A vote will then take place to select a candidate.

Agenda Item 12 – Westgate-on-Sea Ticket Office Closure Consultation

The Department for Transport and Train Operators across England proposed major changes to rail station ticket offices. Proposals were to move staff onto station platforms and concourses, creating multi-skilled customer help roles resulting in the permanent closure of ticket offices.

The Government have now scrapped this scheme following 750,000 responses to their public consultation, 99% of which objected to the closures.

Agenda Item 13 – Remembrance 12th November 2023

Update on the Remembrance Parade and Service due to be held on Sunday 12th November 2023.

Confirmed

- Event Application submitted.
- Road Closure application submitted.
- Road Traffic Management – advance warning notices have been put out.
- First Aid – booked.
- Bugler - booked.
- Wreaths – purchased and received.
- Parade and wreath laying order – draft finalised.

Outstanding:

- Event Application submitted – awaiting approval.
- Road Closure application submitted – awaiting approval.
- Poppy displays. Set a date to put up and take down.
- Volunteers. Required 10.
- Testing of the PA System.
- Printing of service booklets.

Agenda Item 14 – Town Council Magazine

Deadline for submitting articles to the publisher: 5th January 2024. Possible ideas for articles:

- Views from the Chairs of Committees
- Remembrance
- Christmas Fair
- Allotments Update
- Submission from Cllr of Westbrook
- Article on the potential building of 2000 houses/ WAGAAGAHD
- Budget Update
- List of Warm Spaces/Food Banks
- Community Warden update
- Ticket Office Closure Consultation

Date: 17/10/2023

Westgate on Sea Town Council

Page 1

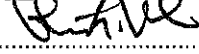
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Bank Reconciliation Statement as at 30/09/2023
for Cashbook 1 - Current Bank A/c

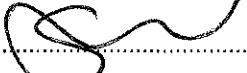
User: CHLOE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	30/09/2023		103,643.25
Allotment Account	30/09/2023		0.00
			<u>103,643.25</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			103,643.25
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			103,643.25
		Balance per Cash Book is :-	103,643.25
		Difference is :-	0.00

Signatory 1:

Name CWE VICK Signed  Date 17/10/23

Signatory 2:

Name C. WHEATLEY Signed  Date 17/10/23

Westgate on Sea Town Council

Current Bank A/c

List of Payments made between 01/09/2023 and 30/09/2023

Date Paid	Payee Name	Amount	Ref	Transaction Detail
04/09/2023	Office Clean 30.08.23	30.00	BACS	Office Clean 30.08.23
04/09/2023	GB Sport & Leisure	2091.60	BACS	Inv:13337 RecGrnd Gates
04/09/2023	GB Sport & Leisure	115.20	BACS	INV:13336-RecGrnd Gates
04/09/2023	KCS Procurement	105.49	BACS	INV:KPS308065-copier rental
04/09/2023	Social Media Matters	385.00	BACS	INV:WTC14 S.Media Management
04/09/2023	Hughes & Son	660.00	BACS	INV:23.0111 Rec Grass Cut
04/09/2023	Hughes & Son	220.00	BACS	INV:23.0097-Rec Grass Cut
04/09/2023	Window Clean	12.00	BACS	INV:21848-Window Clean
04/09/2023	Gr&ss	90.00	BACS	INV:WTC005-White Lining
04/09/2023	Business Stream (Water)	58.54	BACS	INV:2914361 Water Pavilion
11/09/2023	British Petroleum	9.59	BACS	Inv:9005823004 - Fuel
12/09/2023	ClarityWindows & Doors	1200.00	BACS	INV:0545 Dep for office door
12/09/2023	British Petroleum	79.89	BACS	INV:9005822997-Fuel
12/09/2023	Mitec Group Ltd	81.60	BACS	INV:9275-Phone System
12/09/2023	Mitec Group Ltd	187.06	BACS	INV:23351-Office 365
12/09/2023	Eurooffice	208.70	BACS	INV:442917-Stationery
12/09/2023	Westgate Security	120.00	BACS	INV:12499 CCTV/Intercom Maint
12/09/2023	Bloomfields Chartered Town Pla	810.24	BACS	INV:DD/5817 N.Plan
14/09/2023	Octopus Energy	62.99	DD	INV:2BF10- Elec Pavilion
14/09/2023	Eurooffice	148.20	BACS	INV:4429983 Staionery
14/09/2023	Scorcha	400.00	BACS	INV:23 Summer Skate
14/09/2023	Office Clean:13.9.23	30.00	BACS	Office Clean:13.9.23
14/09/2023	KCS Procurement	50.90	BACS	INV:KPS314971 - Copier Rental
15/09/2023	Octopus Energy	157.93	DD	INV:C79-0027 G&E Office
18/09/2023	Society of Local Council Clerk	450.00	CC	Cilca Training - Credit Card
18/09/2023	Land Registry	6.00	CC	LT SC - Ownership of pathway
18/09/2023	Lloyds Bank	3.00	CC	Credit Card Fees
25/09/2023	Land Registry	4.00	300665	Title - Path K.Ethelberts
27/09/2023	Mitec Group Ltd	18.00	BACS	INV: 23399 - Adapter
27/09/2023	Adobe Systems Software Ireland	24.26	PAYPAL	ADB144373256UK - Adobe
27/09/2023	Part refund allot fees	0.55	BACS	INV: 01.23 -Part Rfd Allot Fee
27/09/2023	Gr&ss	90.00	BACS	INV: WTC006 - Pitch Maintenanc
27/09/2023	Peacocks	172.69	BACS	INV: 1309 - New Tyre
27/09/2023	Part refund allot fees	4.55	BACS	INV: 39.23 -Part Rfd Allot Fee
29/09/2023	Lefa Enterprises	4620.00	BACS	INV: 2790 - Rent Oct to Dec 23
30/09/2023	Payroll	8080.23	BACS	Payroll
30/09/2023	Unity Trust Bank	37.05	TRANS	Bank Fees - Services Charge
		20825.26		

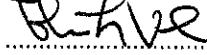
Westgate on Sea Town Council**Current Bank A/c****Cash Received between 01/09/2023 and 30/09/2023**

Date	Cash Received from	Receipt No	Receipt Description	
18/09/2023	Allot Renewal 23 P19A	ALLOT:19A	Allot Renewal	105.67
18/09/2023	Allot Renewal 23-P51A	ALLOT51A	Allot Renewal	35.22
26/09/2023	Barclays Bank Plc	BARCLAYS	Room Rental Income	6000.00
18/09/2023	Allot Renewal 23-P25,26	ALLOTP252	Allot Renewal	140.90
28/09/2023	Allot Renewal 23 - P18B	ALLOT 18B	Allot Renewal	70.45
25/09/2023	Allot Renewal 23 - P53A	ALLOT 53A	Allot Renewal	35.22
25/09/2023	Allot Renewal 23 - P50A	ALLOT 50A	Allot Renewal	35.22
18/09/2023	Allot Renewal 23-P01	ALLOT 01	Allot Renewal	71.00
18/09/2023	Allot Renewal 23-P5A	ALLOT5A	Allot Renewal	35.22
29/09/2023	Allot Renewal 23 - P13b	ALLOT 13B	Allot Renewal	35.22
04/09/2023	Gingers	FOOTWTC9	WTC97 Pitch Hire Gingers	70.00
18/09/2023	Gingers	FOOTWTC9	WTC99-Pitch Hire Gingers	70.00
18/09/2023	Allot Renewal 23-P35B	ALLOT 35B	Allot Renewal	35.22
18/09/2023	Allot Renewal 23-P39	ALLOT 39	Allot Renewal	75.00
18/09/2023	Allot Renewal 23.P 64B	ALLOT 64B	Allot Renewal	35.22
20/09/2023	Allot Renewal 23-P41-42B	ALLOT4142	Allot Renewal	105.67
29/09/2023	Allot Renewal 23 - P23	ALLOT 23	Allot Renewal	70.45
18/09/2023	Allot Renewal 23-P44A	ALLOT 44A	Allot Renewal	35.22
26/09/2023	Red Arrows FC	FOOT	WTC98 - Pitch Hire - R.Arrows	70.00
28/09/2023	Allot Renewal 23 - P04	ALLOT 04	Allot Renewal	70.45
28/09/2023	Allot Renewal 23 - P53B	ALLOT 53B	Allot Renewal	70.45
18/09/2023	Allot Renewal 23-P28,29,30	ALLOT	Allot Renewal	105.67
05/09/2023	Thanet Community Lotto	LOTTO	Fundraising - September	16.00
14/09/2023	Thanet District Council	PRECEPT	Prcept - Installment 2 - Sep	93280.00
29/09/2023	Allot Renewal 23 - P55A	ALLOT 55A	Allot Renewal	35.22
04/09/2023	Unity Deposit Account	SWEEP	Sweep - Dep to Cur	10000.00
14/09/2023	Unity Deposit Account	SWEEP	Sweep - Dep to Cur	10000.00
				120708.7

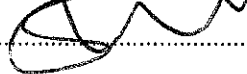
Bank Reconciliation Statement as at 30/09/2023
for Cashbook 3 - Unity Deposit Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Deposit Account	30/09/2023		75,538.34
	30/09/2023		0.00
			<u>75,538.34</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,538.34
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,538.34
		Balance per Cash Book is :-	75,538.34
		Difference is :-	0.00

Signatory 1:

Name CHLOE VECK Signed  Date 17/10/2023

Signatory 2:

Name  Signed C. Wheatley Date 17/10/23

Westgate on Sea Town Council
Unity Deposit Account
Cash Received between 01/09/2023 and 30/09/2023

Date	Cash Received from	Receipt No	Receipt Description	
30/09/2023	Unity Trust Bank	INTEREST	Credit Interest	673.06
				673.06

Westgate on Sea Town Council

Unity Deposit Account

List of Payments made between 01/09/2023 and 30/09/2023

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
04/09/2023	Current Bank A/c	SWEEP	10000.00	Sweep - Dep to Cur
14/09/2023	Current Bank A/c	SWEEP	10000.00	Sweep - Dep to Cur
			20000.00	

Date: 17/10/2023

Westgate on Sea Town Council

Page 1

Time: 11:30

Bank Reconciliation Statement as at 30/09/2023
for Cashbook 2 - Petty Cash


User: CHLOE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	30/09/2023		402.82
			<u>402.82</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			402.82
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			402.82
		Balance per Cash Book is :-	402.82
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name C. WHEATLEY Signed  Date 17/10/23

Westgate on Sea Town Council**Petty Cash****Cash Received between 01/09/2023 and 30/09/2023**

Date	Cash Received from	Receipt No	Receipt Description	
22/09/2023	64B	ALLOT	Allot Renewal 23 - P6B	35.22
22/09/2023	43	ALLOT	Allot Renewal 23 - P43	70.45
26/09/2023	34A	ALLOT	Allot Renewal 23 - P34A	35.22
18/09/2023	46	ALLOT	Allot Renewal 23-P46	70.45
25/09/2023	03B	ALLOT	Allot Renewal 23 - P03B	35.22
18/09/2023	06A	ALLOT	Allot Renewal 23-P6A	35.22
18/09/2023	02B	ALLOT	Allot Renewal 23-P2B	35.22
20/09/2023	Sewing Bees	DONA	Coffee Morning Donation	15.00
26/09/2023	33A	ALLOT	Allot Renewal 23 - P33A	35.22
20/09/2023	34B	ALLOT	Allot Plot NEW 34B	35.22
20/09/2023	34B	ALLOT KEY DEP	Allot Key Dep 34B	15.00
20/09/2023	34B	ALLOT PLOT DEP	Allot Plot Dep 34B	10.00
				427.44

Westgate on Sea Town Council**Petty Cash****List of Payments made between 01/09/2023 and 30/09/2023**

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
18/09/2023	Sainsbury	CASH	11.32	REC:13.9.23 Sainsburys Mop
20/09/2023	Post Office	CASH	7.85	Rec:Stamps for allot letters
22/09/2023	Westgate and Garlinge Action Group	CASH	54.00	A5 Leaflets
26/09/2023	B&Q	CASH	44.82	Receipt: 026947 - Paint
			117.99	