



**Minutes of the Annual Town 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 7<sup>th</sup> May 2024 at 7.00pm**

---

Present	Cllrs Donaldson (Chair); Veck (Vice Chair), Wallin; King; Worrow; Scott; Thomason Wallin	
Also, in attendance	Ms Nabila Yakub (Administration Officer); Emma Dublin (Social Media Manager); Cllr Bertie Braidwood (TDC); Jason Gordon (Community Warden) Mike Wiseman (Westgate Lovelies) and a number of residents.	
	<b>To receive apologies for absence</b> Cllr Fenning; Cllr D'Abbro; Cllr Mulinya (all for work commitments)	
2024/01  2024/02	<b>Minutes</b> It was moved by Cllr Veck to nominate Cllr Donaldson as Chair for the upcoming year. Seconded by Cllr Thomason. Cllr King nominates Cllr Wallin as Chair. Seconded by Cllr Worrow. Cllr Donaldson withdraws. Cllr Wallin accepts nomination and, as sole candidate, is declared Chair of the Council. Cllr Veck nominates Cllr Worrow as Vice-Chair. Seconded by Cllr Wallin. Cllr Worrow accepts nomination and, as sole candidate, is declared Vice-Chair. Cllr Wallin thanks Cllr Donaldson for being Chair for the past couple of years. Signs and witnesses their Declaration of Acceptance of Office by Cllr Wallin and Cllr Worrow.	
2024/03	<b>Reaffirmed</b> the results of the Contested Election of Councillor for Westgate-on-Sea Town Council's Ward.  Councillor John Worrow welcomed and Declaration of Acceptance of Office received.	
2024/04	<b>Emergency Evacuation Procedure</b>  RESOLVED with the Chair advising the meeting of the evacuation procedures to follow in the event of an emergency.	
2024/05	<b>To Receive and Accept Apologies and Reasons for Absence</b>  RESOLVED with apologies from Cllrs d'Abbro, Fenning and Mulinya (all work commitments)	
2024/06	<b>Members' Declarations of Interest</b> Cllr King: Non pecuniary, but mentions a union connection to the bus service.	

2024/07	<p><b>Minutes</b></p> <p><b>RESOLVED</b> to adopt the Full Council Minutes dated 16<sup>th</sup> April 2024.</p>	
2024/08	<p><b>Minutes</b></p> <p><b>It was moved by Cllr Wallin, seconded by Cllr Worrow, carried and RESOLVED: that the minutes of the Planning Highways and Environment Committee Meeting dated 16 April 2024 be signed and approved as a correct recording of the meeting.</b></p>	
2024/09	<p><b>Appointment of Council Chaplain</b></p> <p>It was moved by Cllr Donaldson and seconded by Cllr Wallin and 5 others, and <b>RESOLVED: to appoint Rev Susan Wing as Council Chaplain</b></p>	
2024/10	<p><b>Legalities</b></p> <ul style="list-style-type: none"> <li>(i) It was moved by Cllr Wallin, seconded by Cllr Worrow and Thomason, carried and <b>RESOLVED: to Adopt of the Town Council's Standing Orders</b></li> <li>(ii) It was moved by Cllr Wallin, seconded by Cllr Worrow, carried and <b>RESOLVED: to Adopt the Town Council's Financial Regulations</b></li> <li>(iii) It was moved by Cllr Worrow, seconded by Cllr Wallin, carried and <b>RESOLVED: To confirm that Westgate-on-Sea Town Council meets the criteria to maintain eligibility for use of the General Power of Competence under the Localism Act 2011 s.8 Parish Councils (General Power of Competence) Prescribed Conditions Order 2012</b></li> <li>(iv) It was moved by Cllr Worrow, seconded by Cllr Wallin, carried and <b>RESOLVED: to Consider the Asset Register and Inventory and arrangements for insurance cover in respect of insurable risks</b></li> </ul>	
2024/11	<p><b>Finance, Expenditure and Governance including Approval of the 2023-2024 Year End Accounts</b></p> <p>It was moved by Cllr King, seconded by Cllr Wallin, carried and <b>RESOLVED: To defer discussion.</b></p>	
2024/12	<p><b>Committees</b></p> <p>Cllr Worrow moved that sub-committees be formed, seconded by Cllr Wallin, carried and <b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>▪ Finance and General Purposes: Cllrs King, Thomason, Wallin, Worrow, Donaldson</li> <li>▪ Human Resources: Cllrs Worrow, King, Wallin, Donaldson</li> <li>▪ Planning: Cllrs Veck, Wallin, Worrow</li> <li>▪ Events: Cllrs Worrow, Scott, Thomason</li> <li>▪ Emergency Plan: Cllr Wallin</li> <li>▪ Local Transport: Cllrs King, Worrow, Wallin</li> <li>▪ Allotments Working Group: Nabila</li> <li>▪ Any other: None</li> </ul>	

**Progress Reports from Councillors**

Cllr Scott proposes another day for meetings, in that he has training on Tuesdays. It was moved by Cllr Worrow and 4 other Councillors carried and **RESOLVED**: To move Town Council Meetings to Wednesdays at 7pm and Sub-committee meetings on Wednesdays at 6.30pm.

Cllr King: updates regarding Bus Service 35. KCC will not give WoS TC a review of said Bus Service, which has caused concern since it does not provide service to return home to Lymington Estate. There has never been a consultation, 2 of the factors out of 9 are age and disability.

Cllr King feels we have the right to a review. Since there had been no vote by the Council and no quality impact assessment was done. A letter has been written to KCC, but Cllr King defers until the Town Clerk is present.

Cllr King and Cllr Donaldson regarding the play area: 1 out of 3 sites, all accepted by TDC as far as planning goes, will be identified – Ethelbert Square, Adrian Square or Sea Road. The final choice will be made through consultation with WoS residents. Draft to be finalised with Town Clerk.

Membership of WoS Community Centre and their Committee. A Councillor moves that the Community Centre should be got into order – TDC is considering buying it, which will cause problems because the land that the Community Centre stands on was bequeathed to the people of Westgate-on-Sea in perpetuity. We will have to establish ownership of the Community Centre, which should therefore fall under the domain of the Town Council.

The Library is in the same position. The Councillor moves that this Town Council should be in the forefront of protecting that very important asset.

Westgate Tennis Courts. Cllr Thomason informs that there will be a charge from now on. Each Council will now have to establish whether they want to charge or not. In relation to the Poverty Alleviation Project, Cllr Thomason proposes putting aside £200 to pay for 5 Family Passes.

Cllr Worrow informs that he will make a proposal to TDC about this.

The Garlinge Farmland. Cllr Worrow moves that Councillors should be more vocal about the matter, since the land cannot be retrieved once it has gone.

Dropped kerbs. A Councillor raises the problem in relation to wheelchair users. Cllr Worrow would like to see Garlinge, Westgate and Westbrook come together as a single Council.

Cllr Scott: Supports the Westgate and Garlinge Action Group, has delivered flyers around town and asks Cllr Worrow to please protect our agricultural land.

Cllr Scott suggests to put up signs about dogs and cycling to ensure tidiness around Westgate and Westbrook bays. Also to ensure that we have sufficient provision of bins and that they are emptied as needed. Cllr Scott would also like to bring back activities such as litter picking and speed watch, as well as for areas beyond just the town – for which we need volunteers.

2024/14	<p><b>PUBLIC FORUM</b></p> <p>Residents of Westgate-on-Sea raised their concerns that we are losing historic buildings in Westgate and would like to see the Town Council Planning Committee more involved. Cllr Worrow informs that although we may have some say in it, ultimately the decision lies with TDC.</p> <p>Resident Andrew Baigeant: proposes asking residents their preference regarding litter picking, bin clearing, road sweeping, etc. He mentions the area around the Pavilion, and suggests putting up dog signs on the promenade. Also recommends litter picking along Lynxfield Road.</p> <p>Cllr Bertie Braidwood: regarding the grass verges near the War Memorial. These are left intact because the area is a grass conservation area. Also mentions a certain plant called Alexander which is very invasive. A path will be cut in the hills to make it easier to walk and also create a place to sit.</p>	
2024/15	<p><b>FORWARD PLAN</b></p> <p>To move all meetings to Wednesday at 7 pm, and sub-committee meetings to Wednesday at 6.30 pm.</p> <ul style="list-style-type: none"> <li>(i) The 1<sup>st</sup> Wednesday of each month: Full Council, and then all others moved down by a day. Cllr Veck abstains, while Cllr Scott seconds the motion.</li> <li>(ii) Annual Town Meeting: This is normally held at the Community Centre. Cllr King will talk to the Committee Clerk at the Community Centre to Cllr King recommends advertising in good time, after which Cllr Wallin will send an email to all Councillors asking for consensus.</li> </ul>	
2024/16	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p>It was <b>RESOVLED</b>: 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:</p> <p>To consider update on legal matter.</p> <p>Cllr King moves that this be deferred until the Town Clerk has returned, carried and <b>RESOLVED</b> unanimously.</p>	
	<p><b>Next Meeting</b> The next meeting will be held on the 5<sup>th</sup> June 2024 at 7pm.</p>	
	<p><b>Meeting Closed at 9.04pm</b></p>	

Signed.....

Dated.....

Chair of the Council