

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



Sir/Madam,

You are hereby summoned to attend a meeting of the Town Council of Westgate-on-Sea at at 7 pm, Tuesday 6th July 2021 in Function Room, Town Hall Buildings, 31 St Mildreds Road, Westgate-on-Sea CT8 8RE 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, please ensure that you wear a face covering and use the hand sanitiser at the entrance. There will be socially distanced seating available for 4 members of the public. If you wish to make written representations instead of attending please ensure these are emailed by 4pm on Friday 2nd July 2021.

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

To receive and approve the minutes of the Full Council meeting held on 1st June 2021

(Copy attached – Appendix A)

To receive the minutes of the Planning, Highways & Environment Committee held on 17th May 2021 **(Copy attached – Appendix B)**

4. COUNTY AND THANET DISTRICT COUNCILLORS' REPORT

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

5. COUNCILLORS' REPORTS

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

6. TOWN CLERK REPORT

Town Clerk to report on items since the last meeting.

7. COMMUNITY WARDEN INTRODUCTION

Lisa Harrison the new Community Warden and the Team Leader Arron Kluibenschadl attending to introduce themselves to Members.

8. 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.

Written notice of the desire to exercise the right to speak and of the topic to be addressed must be given to the Town Clerk prior to 4 pm on the Friday before the meeting.

9. REVIEW OF GOVERNANCE ARRANGEMENTS

Members are invited to debate, approve, and adopt the following:

- a. Standing Orders: **Decision required**
- b. Financial Regulations: **Decision required**

10. POLICIES FOR THE TOWN COUNCIL

Members are invited to approve and adopt the following:

- a. Code of Conduct: **Decision required**
- b. Social Media Policy: **Decision required**

11. FINANCE REPORTS

- a. Bank reconciliations 31.05.21 be received
- b. Payment and Receipt Reports 31.05.21 be received
- c. Receipts and Payments by Budget Heading 31.05.21 be received
- d. Annual Budget by Combined Account Code to end of May 2021 be received

12. REPRESENTATION ON THANET AREA COMMITTEE

Members are requested to resolve to appoint three Members to represent the Town Council and attend the Thanet Area Committee: **Decision required**

13. DRAFT TERMS OF REFERENCE FOR F&GP COMMITTEE AND E,T&D SUB-COMMITTEE

Following last Full Council meeting Town Clerk to share the reviewed draft Terms of Reference for F&GP Committee and E,T&D Sub-Committee; Members invited to debate and adopt:

Decision required

14. NEIGHBOURHOOD PLAN REGULATION 14 PREPARATION AND BUDGET PROVISION

Town Clerk to share a report which outlines the proposed Regulation 14 consultation process and includes details of the funding secured to meet some of the costs involved. Members invited to debate the proposed additional expenditure from the Ear Marked Reserves Plan Support: **Decision required**

15. UTILITY PROVISION FOR THE TOWN COUNCIL RENEWAL

Town Clerk to share a report with Members including quotations for the renewal of an annual contract for electricity (2 sites) and gas (1 site) – including green energy: **Decision required**

G Gray

**Signed: Gill Gray
Town Clerk & RFO
Westgate-on-Sea Town Council**

1st July 2021