



ite of Issue 12th September 2017

**To all members of the Finance and General Purposes Committee
of Westgate-on-Sea Town Council**

You are summonsed to attend the meeting of the

Finance and General Purposes Committee

on Tuesday 19th September 2017 at 7pm

at 11 Ethelbert Square, Westgate-on-Sea, Kent CT8 8SR

Members of the public and press are welcome to attend

Signed: *Julie Pilbeam* Town Clerk

Committee Members: Cllr T King (Chairman); Cllr R Nightingale; Cllr M Pennington;
Cllr R Rolfe; Cllr S Stewart

- 1. To receive and accept apologies for absence and substitutes**
- 2. To receive declarations of pecuniary and non-pecuniary interests**
- 3. Minutes – to receive and approve the minutes of the meeting held on
July 2017** (page 1-2)
- 4. Chairman’s Announcements** – to receive announcements
- 5. Public Participation Session**
The meeting will adjourn to allow 15 minutes for the purposes of public participation. Subject to standing order 3(f) a member of the public shall not speak for more than 3 minutes and in accordance with standing order 3(e) a question shall not require a response at the meeting nor start a debate on the question.
- 6. To receive report from Responsible Financial Officer** (page 3-4)
- 7. To receive report from Internal Auditor** (pages 5-7)
- 8. To consider creation of Allotment Sub-Committee**

9. To consider the following maintenance and storage for Lymington Road Recreation Ground:

- (a) Pitch care programme (pages 8-15)
- (b) Storage Unit 8m x 3 m @ £35 per week for a 2 year term
- (c) To approve 6 month licence (pages 16-17)

10. To receive monthly bank reconciliation reports

- (a) To approve July 2017 (Page 18)
- (b) To approve August 2017 (Page 19)

11. Budget 2017/18

- (a) To receive August 2017 budget performance (page 20)

12. Environment Matters

- (a) To receive Amendment to on street parking and waiting restrictions
(Circulated by email on 6th September)
- (b) To consider resident request for bollard in St Mildred's

13. Questions from Councillors

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 and the press may be asked to leave the meeting during consideration of the following items:

14. To consider Freedom of Information Act Request Appeal (page 21)

15. Update on Legal Actions

16. Personnel Update

- (a) Update on personnel matters
- (b) To agree recruitment board for clerk interviews
- (c) To agree locum clerk in the event of any break in coverage

17. Next Meeting – 17th October 2017