



Date of Issue 10<sup>th</sup> April 2019

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

**You are hereby summoned to attend a meeting of the  
Finance and General Purposes Committee**

**on Tuesday 16<sup>th</sup> April 2019 commencing at 7pm**

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

**To all those present please at all times treat each other with courtesy, respect  
and dignity.**

**Residents are cordially invited to attend the meeting.**

Signed:

Town Clerk & RFO

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Committee Members: Cllr T King (Chairman); Cllr J Cornford; Cllr H Page; Cllr P O'Connor; Cllr M Pennington; Cllr R Rolfe

1. **To receive and accept apologies for absence and substitutes**
2. **To receive declarations of pecuniary and non-pecuniary interests**
3. **Minutes –**
  - a) **to receive and approve the minutes of the meeting held on 19<sup>th</sup> March 2019 (Copy attached – Appendix A)**
4. **Public Participation Session**
  - a. 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.
5. **Finance and Budget Performance Reports using Excel and Finance System RBS Rialtas**
  - a. Bank Reconciliation March 2019 be received. (Copies attached – Appendix B)
  - b. The Finance Report Budget V Expenditure 31<sup>st</sup> March 2019 be received. (Copies attached – Appendix C)
  - c. The Payments Report for March 2019 (Copy attached – Appendix D)
  - d. The Reserves Report (Copies attached – Appendix E)

- e. Grants and Donations Report March 2019 (**Copies attached Appendix F**)
  - f. Annual Return Report Year by Year Comparison and Current Year (**Copies attached Appendix G**)
- 6. Small Grants Scheme – Applications**
- a) The Town Clerk to provide the Small Grants Scheme application form and information received from Westgate on Sea Lighting and Improvement for the Westgate on Sea Christmas Lights Event 2019 for the sum of £1,000.00 for the supply of a Christmas tree, repairing the Christmas lights and presents for Santa’s Grotto – Members are invited to debate and consider the application: **Decision required (Copy attached – Appendix H)**
  - b) The Town Clerk to provide the Small Grants Scheme application form and information received from Westgate on Sea Cricket Club for the sum of £1,200.00 for the purchase of clothing for the Juniors and the coaches at the Junior section of the Club – Members are invited to debate and consider the application: **Decision required (Copy attached – Appendix I)**
- 7. Replacement of Play Pen at Christ Church, URC, Westgate on Sea**  
Town Clerk to provide a report received from the URC that a play pen at the church was damaged whilst the tables that belong to the Town Council were moved; the replacement cost was £80.00, and it is recommended that the Town Council should fund this under the circumstances: **Decision required**
- 8. Chairman’s Report**  
The Chairman to report on any item dealt with since the last meeting.

**Next Meeting TBC**

Date: 10<sup>th</sup> April 2019