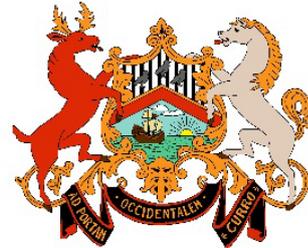


Members of the Public and Press are invited to attend this meeting. Persons attending this meeting, whether to participate, or observe, are advised that they may be filmed, recorded, or otherwise reported about. Persons attending this meeting who wish to report on the procedures of the meeting are requested to avoid filming, recording, or otherwise reporting about children and vulnerable adults without the consent of the relevant responsible adult. You should also be aware that the Town Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy. Therefore, by entering the Meeting and speaking you are consenting to being recorded and to the possible use of those sound recordings for training purposes.

WESTGATE-ON-SEA TOWN COUNCIL
78 St. Mildreds Road
Westgate-on-Sea
Kent
CT8 8RF
Telephone: 01843 836182



TO ALL MEMBERS OF THE FULL COUNCIL

You are hereby summoned to attend an **EXTRAORDINARY MEETING of the FULL COUNCIL of Westgate-on-Sea Town Council** to be held in the **Town Council Office, 78 St. Mildreds Road, Westgate-on-Sea CT8 8RF** on **Tuesday 23rd January 2024** at **7 PM**. The purpose of this meeting is to consider and / or pass such resolutions as may be deemed necessary or desirable in respect of all matters contained within the agenda.

All are welcome!

Cllr. David Donaldson

Councillor David Donaldson
Chair
Dated: 18th January 2024

MEMBERS: Cllr. David Donaldson (Chair); Cllr. Clive Veck (Vice Chair); Cllr. Elysa D'Abbro; Cllr. Stephen Fenning; Cllr. Tim Green; Cllr. Tom King; Cllr. Alice Mulyinya; Cllr. Matthew Scott; Cllr. Charlotte Thomason and Cllr . David Wallin

AGENDA

- 2024//FC/14 **EMERGENCY EVACUATION PROCEDURE:** The Chair will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures. The Chair will inform the meeting that in the event of an emergency, everybody must leave the building via the nearest safe available exit and gather at the **ASSEMBLY POINT OUTSIDE PAYDEN'S CHEMIST** . Any officers present at the meeting will aid with the evacuation. It is important that the Chair is informed of any person attending who is disabled so that suitable arrangements may be made.
- 2024/FC/15 **APOLOGIES:** To receive apologies and grounds for absence if any
- 2024/FC/16 **MEMBER'S INTERESTS:** Members are requested to disclose any interest they may have in any of the items contained within this agenda.

2024/FC/17 **MINUTES:** To consider the adoption of the following as correct records:--

- (i) Full Council meeting held on 5th December 2024 (to follow)
- (ii) Planning, Highways and Environment Committee meeting held on 12th December 2023 (to follow)
- (iii) Full Council meeting held on 16th January 2024 (to follow)
- (iv) Planning, Highways and Environment Committee meeting held on 16th January 2024 (to follow)

2024/FC//18 **EXCLUSION OF THE PUBLIC AND PRESS**

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

- (i) To discuss operational matters and administration
- (ii) To review staff contracts

2024/FC/19 **DATE OF NEXT MEETING:-** Tuesday 6th February 2024 at 7 pm

Reports and Minutes: Copies of reports and minutes are available for inspection by appointment from Westgate-on-Sea Town Council's office between the hours of 10 am and 12.30 pm Monday to Thursday. Please telephone 01843 836182 to book in. Reports provided by other agencies may not be provided but can be obtained at source from the relevant organisation.