

Westgate on Sea Town Council
11 Ethelbert Square
Westgate on Sea
Kent CT8 8SR



01843 836182

Sir/Madam,

You are hereby summoned to attend a meeting of the Town Council of Westgate-on-Sea at 7 pm, Tuesday 2nd April 2019 in the United Reformed Church, 54 Westgate Bay Avenue, Westgate-on-Sea CT8 8SN 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.

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

Residents are cordially invited to attend the meeting.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

2. MINUTES

- a. To receive and approve the minutes of the Council meeting held on 5th March 2019. (Copy attached – Appendix A)
- b. To receive the minutes of the Human Resources Committee dated 12th February 2019 (Copy attached – Appendix B)
- c. To receive the minutes of the Events and Tourism Committee dated 18th February 2019 (Copy attached – Appendix C)
- d. To receive the minutes of the Finance and General Purposes Committee dated 19th February 2019 (Copy attached – Appendix D)

3. MEMBERS' INTERESTS

Members are requested to disclose any interest they may have in any of the items contained within the agenda.

4. REPORT OF THE COMMUNITY WARDEN

The Community Warden or Town Clerk will report as appropriate.

5. COUNTY AND THANET DISTRICT COUNCILLORS' REPORT

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

6. 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.

7. CHAIRMAN'S REPORT

The Chairman to report on any matter dealt with since the last meeting.

8. CLERK'S REPORT

The Town Clerk to provide a report on items since the March meeting.

9. COUNCILLOR'S REPORTS

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

10. FINANCE REPORTS

To receive the Financial Reports for the Council

- a. Bank Reconciliation for February 2019 (**Copy attached Appendix E**)
- b. Finance Report Budget versus Expenditure 28.02.2019 (**Copy attached Appendix F**)
- c. Forecast Report 28.02.2019 (**Copy attached Appendix G**)
- d. Payment Report February (**Copy attached Appendix H**)

11. PLANNING APPLICATIONS

To consider any planning application that may be received since the last meeting and to submit observations to TDC thereon and on any other planning related issues that may arise.

Copies of any plans that may be received can be viewed on the TDC Web site:
<https://planning.thanet.gov.uk/online-applications/>

F/TH/19/0340

Location: Flat 1, 1 Beach Rise, Westgate on Sea CT8

Proposal: Installation of 2 No UPVC windows to rear elevation

FH/TH/19/0267

Location: 13 Cambourne Avenue, Westgate on Sea, Kent CT8

Proposal: Erection of single storey rear extension

F/TH/19/0276

Location: Land rear of 15 Victoria Avenue, Westgate on Sea, Kent CT8

Proposal: Variation of condition 2 of planning reference F/TH/17/0852 for the erection of a 2-storey detached dwelling to allow alterations to landscaping

DECIDED APPLICATIONS (DELEGATED)

F/TH/19/0098

Location: Westgate on Sea United Services Club, 23 St Mildred's Road, Westgate on Sea, Kent, CT8

Proposal: Installation of solar panels

Decision: Grant Permission

12. NEIGHBOURHOOD PLAN

Cllr H Scott to report further thereon and explain the next stage of the process; present the completed draft Neighbourhood Plan to Council for adoption: **Decision required. (Copy attached Appendix I)**

13. BRITISH HEART FOUNDATION FUNDING UPDATE FOR PUBLIC ACCESS DEFIBRILLATOR

Cllr Micallef to provide an update on the funding opportunity for public access defibrillators in the Town: **Decision required.**

14. COMMUNITY ASSET TRANSFER FOR LYMINGTON ROAD RECREATION GROUND

Town Clerk to provide a copy of a report and three quotations received for the fees to complete the transfer for Lymington Road recreation ground and details of the fees that the Town Council will be required to pay on behalf of Thanet District Council to complete the transfer: **Decision required. (Copy attached Appendix J)**

15. POLICIES

To debate and adopt the:-

a. Volunteer Policy: **Decision required (Copy attached Appendix K)**

b. Health and Safety Policy: **Decision required (Copy attached Appendix L)**

16. OFFICE SUPPORT ROLES FOR THE TOWN COUNCIL

Town Clerk to report on the proposals for the office support roles for the Town Council:
Decision required

EXCLUSION OF PRESS AND PUBLIC

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, because of details relating to the legal and commercial sensitivity of the subjects:

17. OFFICE SPACE REVIEW

Town Clerk and Cllr Micallef to report on a proposal to relocate the office space: **Decision required (Copy attached Appendix M)**

18. FRIENDLY PARTNERHIP AGREEMENT BETWEEN THANET DISTRICT COUNCIL AND WESTGATE ON SEA TOWN COUNCIL

Town Clerk to report with an update on the recent meeting with Trevor Kennett, Head of Operational Services at Thanet District Council



Signed: Gill Gray

Town Clerk & RFO

Westgate-on-Sea Town Council

28th March 2019

