

WESTGATE-ON-SEA TOWN COUNCIL

78 St. Mildred's 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 Full Council Meeting of Westgate-on-Sea Town Council, to be held in the Town Council Office, 78 St. Mildreds Road, Westgate-on-Sea CT8 8RF, on Wednesday the 26th of June 2024 at 7 pm.

If you are unable to attend this meeting, please advise the Town Clerk's office in advance by email so that your apologies and reasons for absence may be recorded at the meeting.

Members of the public are welcome.

Nabila Yakub

Nabila Yakub, BA (Hons)
Interim Town Clerk
Dated: 20th June 2024

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 this agenda.
3. **Minutes**
To receive and approve the Minutes of the Full Council meeting held on 5th June 2024.
4. **Chairman's Report and public participation**
5. **Finance – Annual Governance**
 - i) To receive and note the recommendations in the Annual Internal Audit Report
 - ii) To consider and approve the Annual Governance Statement (Section 1) for the year ended 31.03.2024
 - iii) To consider and approve the Accounting Statements (Section 2) for the year ended 31.03.2024
 - iv) To receive and approve the year end bank reconciliation
 - v) To note the arrangements for the Exercise of Public Rights

6. Audit Recommendations

To discuss and agree a strategy to ensure that audit recommendations are addressed.

7. Clerk's Correspondence

To receive and consider any matters arising.

8. Date of next meeting: To be confirmed.

Signed by Interim Town Clerk

Nabila Yakub

Dated: 20th June 2024