



Minutes of the Meeting of the Full Council of

Westgate on Sea Town Council

on Tuesday 5th February 2019

Held at

**United Reformed Church, 54 Westgate Bay Avenue,
Westgate-On-Sea, Kent CT8 8SN**

Present	Cllrs Pennington (Chairman), Cornford, King, Micallef, Nightingale, Page, Rolfe, H Scott, M Scott	
Also, in attendance	Mrs Gill Gray (Town Clerk), 3 members of the public, Cllr Hurst (KCC), Local PCSO, Neighbourhood Watch Liaison Officer and Carbon Free Group representative.	
	<p>Chairman's Welcome</p> <p>The Chairman opened the meeting with the usual "housekeeping" instructions and advised that the meeting was being recorded on a video camera. It was agreed that Item 17 would be moved to be discussed with Item 12 and Item 18 to be moved to be discussed after Item 11. Members acknowledged the recent sad loss of the Town Hero Ruth Shilling and former District Councillor for Westgate Simon Moores.</p>	
1 614	<p>To receive apologies for absence</p> <p>Cllr O'Connor, Cllr Bambridge (TDC), Cllr Messenger (TDC), Cllr Dawson (KCC) and Laura Bungard</p>	
1 615	<p>Minutes</p> <p>a) RESOLVED: that the minutes of the Council meeting held on 8th January 2019 be signed and approved as a true record of the meeting.</p> <p>b) RESOLVED: to receive the minutes of the Finance and General Purposes Committee dated 20th November 2018.</p> <p>c) RESOLVED: to receive the minutes of the Neighbourhood Plan Steering Group dated 12th December 2018.</p> <p>d) RESOLVED: to receive the minutes of the Finance and General Purposes Committee dated 18th December 2018.</p> <p>e) RESOLVED: that the draft minute for the missed item 10 for Council meeting 4th December 2018 be approved as a true record.</p> <p>It was RESOLVED: that Cllr Micallef was nominated and confirmed as the Councillor for PR & Marketing dedicated role to focus and drive forward to help to</p>	

	<p>raise the profile of the Town, and research to aid Council initiatives. The Sponsorship element to be deferred until the Town Clerk clarified the position for the Council committing to sponsorship deals beyond May 2019; Town Clerk to report for next meeting.</p>	
1 616	<p>Members' Declarations of Interest None</p>	
1 617	<p>Report of the Community Warden Town Clerk reported on behalf of the Community Warden which included the following topics; litter, dumped rubbish, pot holes, drains, nuisance parking, untaxed vehicle, neighbourhood disputes and participated with other KCC employees on preparations for possible disruption following Brexit if required. The Town Clerk reminded everyone to consider the elderly/vulnerable in the cold weather spells and supplied the contact details for the Community Warden for any concerns to be reported directly to.</p>	
1 618	<p>County and Thanet District Councillors' Reports Kent County Councillor Hurst provided a report to Council on various issues including pot holes, a scheme to improve the use of local shops and plans for coping with any potential disruption following Brexit for the county. Cllr Pennington queried a recent meeting of the Health Overview Committee where a request to speak was denied, the circumstances of this are to be investigated by Cllr Hurst who will provide a response to Cllr Pennington. Cllr King raised a problem with the crossing on Westgate Bay Avenue; the zig zag lines permit vehicles to park too closely to the crossing resulting in limited views by drivers of pedestrians on the crossing. This is a health and safety concern, Cllr Hurst agreed to investigate this issue with KCC Highways and report to the next meeting.</p>	
1 619	<p>Public Participation Session There was one request for public participation at this meeting; the report included thanking the Town Clerk and administrator for their hard work, congratulating the Town Council on progress with various initiatives, events and stated that there were ways to improve services for the Town that did not have to rely on additional funds.</p>	
1620	<p>Report of the PCSO for Westgate The PCSO reported on various issues including burglaries, cars being vandalised, reports of homeless people and cold calling problems. The PCSO reminded the meeting of the Library drop-in surgery that she holds</p>	

	on a monthly basis. The Town Council to assist with promotion of the surgery timings and share any literature that is supplied by the PCSO to the community.	
1621	<p>Report of the Volunteer and Neighbourhood Watch Liaison Officer</p> <p>The Liaison Officer reported that as a new officer he was keen to engage with local communities and improve communication, this does rely on regular reporting of crimes and issues. There are new tools being introduced by Kent Police and include live chat as an option when reporting problems, but this is in the early stages of introduction. It was acknowledged that the preferred option for reporting issues was online, but this does present a challenge for elderly residents. There are 15 active NHW Schemes in Westgate, improved signage is being sourced and promotion will be collaboratively undertaken in 2-3 months time. An engagement opportunity was agreed as Westgate Day and this has already been communicated by the Town Clerk. The Westgate and Westbrook Residents Association was another suggested partner to approach for potential collaborative working and promotion.</p>	
1622	<p>Carbon Free Group Presentation</p> <p>Cllr H Scott thanked the representative from the Carbon Free Group for attending the meeting and welcomed a pilot project in the local area for Westgate. The concept was explained and the benefits for the project were outlined for the meeting. The slides from the presentation to be shared with the Town Council following the meeting.</p>	
1623	<p>Chairman's Report</p> <p>The Chairman reported on the recent defibrillator training and deployment of the Town Council equipment in the Town. The recent meeting with South East Rail and Network Rail of which the outcome will aid the regeneration of the Town for the whole community. Following a letter received from Sir Roger Gale on the subject of the health service the Chairman proposed to arrange a meeting with Sir Roger Gale to discuss this issue. The Chairman added that the website new look was welcomed and appeared to be more user friendly and thanked those involved Cllr M Scott, Cllr Micallef and the office staff.</p>	
1624	<p>Councillor's Reports</p> <p>Cllr King requested an update on the recent meetings of the Thanet Area Committee and the KALC Executive Committee and raised concerns about the future of</p>	

	<p>QEQM.</p> <p>Cllr Cornford provided a report on the recent Speedwatch training undertaken after volunteering for the initiative and a recent visit undertaken to the Pavilion on Sea Road.</p> <p>Cllr M Scott reported on Speedwatch, Saturday Surgeries and website review, all of which he was supporting and had initiated.</p> <p>Cllr Micallef reported on the work so far on the improvements for the website including the addition of Fix my Street. Cllr Micallef provided an update on the improvements planned by SE Rail and Network Rail for the train station, an update on the knitted poppies initiative he instigated and the recent launch of the Westgate in Bloom project. Cllr Micallef reported the success of press coverage for the recent defibrillator training.</p> <p>Cllr H Scott reported on the extensive work undertaken for the response to the Planning Inspectorate for 129 Sea Road and how this would be reinforced with the introduction of the Neighbourhood Plan.</p> <p>Cllr Page reported on the attendance to the Thanet Area Committee and the items discussed being mostly domestic issues for individual authorities. There was a presentation from the Kent Volunteer Bureau including Offenders in the Community who had recently undertaken works at Pierremont Hall in Broadstairs. This is a potential source for labour for future Town Council projects.</p> <p>Cllr Nightingale welcomed the addition of a new local business on Cuthbert Road in the form of a Physio and Podiatry Clinic, this was good for the Town.</p>	
1 625	<p>Finance Reports</p> <p>The Town Clerk presented Members with the Bank Reconciliations for December; Budget versus Expenditure Report to end of December 2018; Forecast Report to end of December 2018 and Payment Report Year to Date.</p> <p>A, B, C and D It was RESOLVED: that the Finance Reports were received.</p>	
1626	<p>Draft Neighbourhood Plan Document</p> <p>Cllr H Scott introduced the draft document for the Neighbourhood Plan and invited comments from Members. Following discussions, it was agreed that a deadline of two weeks for comments from Members to Cllr H Scott on the document and these should be copied to the Town Clerk for collation purposes.</p>	
1 627	<p>Planning Applications</p>	

	<p>TCA/TH/18/1653 It was RESOLVED: that no objections were raised by Council, maintenance was necessary but that the Town Clerk to advise that any pruning should not exceed 3 metres as per the application.</p> <p>FH/TH/18/1317 It was RESOLVED: that no objections were raised by Council.</p>	
1628	<p>Income Streams Proposal Form Cllr Pennington welcomed this proposal and confirmed that a small group should be formed to initially consider proposals and check for viability. Following discussions and after thanking Cllr O'Connor for the work undertaken for the form it was RESOLVED: to adopt the form for any future proposals for consideration by Council for potential income streams. RESOLVED: that the meeting should continue for a further 15 minutes.</p>	
1629	<p>Motions proposed by Cllr King</p> <p>a) Following debate, it was RESOLVED to amend the original motion which became the substantive motion. The motion: to consider acquiring relevant equipment to provide top-up cleaning service for Westgate – was passed. RESOLVED: that the meeting should continue for a further 15 minutes.</p> <p>b) Following a report from the Town Clerk this motion was withdrawn.</p>	
1630	<p>Draft Council Tax Base Update 2019/20 The Town Clerk provided a report on the two options for Members following communication from Thanet District Council that the Council Tax Base Rate is now confirmed as 2,453.53 for Westgate on Sea Town Council for 2019/20; the final proposed precept figure needs to have Band D equivalent that is directly divisible by 9, therefore proposed precept figure will require rounding up or down as the Council Tax Base figure was not known at the time of the budget setting meeting for 2019/20. Following discussions, it was RESOLVED: to round up the figure proposed to £136,906.00 which results in Band D equivalent of £55.80</p>	
1631	<p>Substitution and Terms of Reference The Town Clerk proposed revised Terms of Reference to reflect the terms of office for substitution at Committee meetings for the Town Council. Following discussions it was RESOLVED: that the amended Terms of Reference were adopted and that in future any</p>	

	<p>proposed substitutions at Committee meetings should be communicated to the Town Clerk in writing by the ordinary Member at least 2 days with the agreement of the substitute Member before the meeting takes place, the appointment of the substitute if agreed by the Committee Members of the meeting to be permitted voting rights for that meeting.</p>	
1 632	<p>Final External Auditor Report and Certificate This item was deferred to the next meeting due to late hour and lack of time.</p>	
1 633	<p>Next Meeting The next meeting is 5th March 2019</p>	
1 634	<p>Meeting Closed at 9.30pm</p>	

Signed.....

Dated.....5/3/2019.

Chairman of the Council