

**Westgate on Sea Town Council
78 St Mildreds Road
Westgate on Sea
Kent CT8 8RF
01843 836182**



Sir/Madam,

You are hereby summoned to attend a meeting of the Town Council of Westgate-on-Sea at 7 pm, Tuesday 1st March 2022 in Town Council Office, 78 St Mildreds Road, Westgate-on-Sea CT8 8RF 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.

Members of the public are welcome. If you wish to make written representations instead of attending please ensure these are emailed by 4pm on Friday 25th February 2022.

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 the agenda.

3. MINUTES

To receive and approve the minutes of the Full Council meeting held on 1st February 2022 **(Copy attached)**

To receive and approve the minutes of the Full Council meetings held on 15th and 16th February 2022 **(Copies attached)**

To receive the minutes of the Planning, Highways & Environment Committee held on 11th January 2022 **(Copy attached)**

To receive the minutes of the Events, Tourism & Development Sub-Committee held on 13th January 2022 **(Copy attached)**

4. REPORT OF THE COMMUNITY WARDEN

Community Warden to report as appropriate.

5. 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.

6. COUNTY AND THANET DISTRICT WARD COUNCILLORS' REPORT

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

7. COUNCILLORS' REPORTS

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

8. TOWN CLERK REPORT

Town Clerk to report on items since the last meeting.

9. FINANCE REPORTS

- a. Bank reconciliations 31.01.22 be received
- b. Payment and Receipt Reports 31.01.22 be received
- c. Receipts and Payments by Budget Heading 31.01.22 be received
- d. Annual Budget by Combined Account Code to end of January 2022 be received
- e. Budget Forecast Report to end of January 2022 be received

10. DRAFT ANNUAL TOWN MEETING AGENDA

Town Clerk to share a draft Agenda and to propose the format for the Annual Town Meeting on 4th April 2022: **Decision required**

11. DRAFT LETTERS TO SECRETARY OF STATE FOR LEVELLING UP, HOUSING AND COMMUNITIES AND MINISTER OF STATE FOR HOUSING

Cllr Cornford to share a draft letter that is proposed to be sent by the Town Council to lobby for a change of law to assure protection of agricultural land: **Decision required**

12. SATURDAY COMMUNITY SURGERIES

Town Clerk to invite debate and review of the current format of the Saturday Community Surgeries and review the frequency, venue and day of the month that they are undertaken: **Decision required**

13. PROPOSED NEW POLICY FOR THE TOWN COUNCIL – ENVIRONMENT POLICY

Town Clerk to share a draft Environment Policy with Members and invite comment/feedback; comments to be collated to revisit draft and report back to Council when ready for proposed adoption.

14. MEMBERSHIP OF PLANNING, HIGHWAYS & ENVIRONMENT COMMITTEE AND EVENTS, TOURISM & DEVELOPMENT SUB-COMMITTEE

Members are invited to nominate an additional member for both the PH&E Committee and the E,T&D Sub-Committee: **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 will be asked to leave the meeting during consideration of the following items in respect of matters relating to Community Asset Transfers:

15. COMMUNITY ASSET TRANSFER REVIEW

Town Clerk to report on a review of the potential Community Asset Transfers.

G Gray

Signed: Gill Gray

**Town Clerk & RFO
Westgate-on-Sea Town Council**

24TH February 2022