



**Minutes of the Full Council Meeting of**  
**Westgate on Sea Town Council held in Town Council**  
**Office, 78 St Mildreds Road, Westgate on Sea CT8 8RF**  
**Held on Tuesday 6<sup>th</sup> June 2023 at 7pm**

Present	Cllrs Donaldson (Chair), Fenning, King, Veck, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk), Community Warden, Cllr Braidwood (TDC), Town Council Chaplain and six residents	
3786	<b>To receive apologies for absence</b> Cllr Crow-Brown (KCC), Cllr Wright (KCC), Cllr Green work commitment, Cllr D'Abbro travel commitment, Cllr Mulinya travel commitment and Cllr Scott work commitment.	
3787	<b>Agenda Item Moved</b> The Chair, Cllr Donaldson advised that the public participation session to be moved to the end of the Agenda to give one resident an opportunity to attend and speak.	
3788	<b>Members' Declarations of Interest</b> None	
3789	<b>Minutes</b> Two amendments were requested for the draft ATCM Minutes, change the word "the" to "a" Ward Cllr when referring to Cllr Scott's report and add Membership on Outside Bodies for Cllr King – WOSCCA and MS Society Thanet as per the report. <b>It was moved by Cllr Wallin and seconded by Cllr Veck and RESOLVED: that the minutes of the Annual Town Council meeting held on 23<sup>rd</sup> May 2023 be signed and approved as a true record of the meeting with the two requested amendments.</b> <b>It was moved by Cllr Fenning and seconded by Cllr Wallin and RESOLVED: that the minutes of the PH&amp;E Committee held on 14<sup>th</sup> March 2023 were received.</b> <b>It was moved by Cllr Wallin and seconded by Cllr Fenning and RESOLVED: that the minutes of the ET&amp;D Sub-Committee held on 8<sup>th</sup> March 2023 were received.</b>	
3790	<b>Town Clerk's Report</b> The Town Clerk reported on the following items: <ul style="list-style-type: none"> <li>• Update on Co-option</li> <li>• New PC for Westgate and Birchington</li> <li>• Update on Westgate Neighbourhood Development Plan</li> </ul>	

	<ul style="list-style-type: none"> <li>• Skate Skills Event – 1<sup>st</sup> June 2023</li> <li>• Defib/CPR training</li> <li>• Kent Police invitation to help shape policing – local independent Advisory Group</li> </ul>	
3791	<p><b>KCC/TDC Ward Councillor Reports</b></p> <p>Cllr Crow-Brown (KCC) shared a report with the Town Clerk, which was read, the report covered the following items:</p> <ul style="list-style-type: none"> <li>• Skate Skills event and funding from Members allowance</li> <li>• Report of poor workmanship on a pavement in Westgate on Sea</li> <li>• Report of illegal parking in the Lymington Road/Cambourne Avenue area</li> </ul> <p>Cllr Donaldson (TDC) reported on the following items:</p> <ul style="list-style-type: none"> <li>• Training at TDC for Members is excellent quality</li> <li>• The boundary change for Thanet constituencies will take place in October 2023</li> </ul> <p>Cllr Braidwood (TDC) reported on the following items:</p> <ul style="list-style-type: none"> <li>• Alleyway at the side of Ursuline School has had the lighting updated and repaired</li> <li>• Commercial waste handling by TDC has ceased</li> <li>• Surgery at the library, second Saturday each month 10am until 11am</li> </ul>	
3792	<p><b>Councillor's Report</b></p> <p>Cllr King reported the following:</p> <ul style="list-style-type: none"> <li>• that a sign in West Bay does not contain promotion for Westgate on Sea. TDC to be contacted to enquire about the signage.</li> <li>• The idea of a local market should be considered</li> <li>• The potential trial of the Westgate Pound to be spent only in Westgate on Sea</li> <li>• A safer play area should be considered</li> </ul> <p>Cllr Donaldson confirmed that a meeting was arranged for Friday to discuss the proposed safe play area with an approach needed to TDC to verify the planning application process. The Business Forum could be approached to work with on any proposed market.</p> <p>Cllr Wallin reported the following:</p> <ul style="list-style-type: none"> <li>• Westgate on Sea should have less Town Cllrs than 10</li> <li>• Contact cards could be produced and each Town Councillor to be assigned an area of the town.</li> <li>• Live streaming should be undertaken not just on Facebook</li> </ul>	
3793	<b>Annual Return – Risk Assessment and Management Scheme</b>	

	<p>Members were invited to approve the Risk Assessment and Management Scheme for the year ending 31.03.2023. Cllr Veck queried the fact that the risk for the Pension was coded red, this to be debated at the next HR Committee.</p> <p><b>It was moved by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that the Risk Assessment and Management Scheme for year ending March 2023 be approved.</b></p>	
3794	<p><b>Annual Return – Statement of Internal Control</b></p> <p>Members were invited to review the effectiveness of the system of Internal Control. Members considered the Statement of Internal Control in support of the Annual Governance Statement for the year ending 31.03.2023; the Chair and Town Clerk to sign.</p> <p><b>It was moved by Cllr Donaldson and seconded by Cllr Veck and RESOLVED: that the Statement of Internal Control be approved; the Chair and Town Clerk signed the SIC.</b></p>	
3795	<p><b>Annual Return – Governance Statements</b></p> <p>Town Clerk read each one of the governance statements to Members for approval. The AGAR Section 1 for year ending 31.03.2023- AGAR for 2022/2023; the Chair and Town Clerk signed and dated plus minute reference.</p> <p><b>It was moved by Cllr Donaldson and seconded by Cllr Veck and RESOLVED: that the Governance Statements were agreed as yes; the Chair and Town Clerk signed and dated plus the minute reference was recorded. One Member abstained.</b></p>	
3796	<p><b>Annual Return – Accounting Statements</b></p> <p>Members considered the Accounting Statements for the AGAR for 2022/2023 – Section 2 for year ending 31.03.2023. The Chair to sign and date plus minute reference.</p> <p><b>It was moved by Cllr Wallin and seconded by Cllr Veck and RESOLVED: that the Accounting Statements were agreed and approved; the Town Clerk had previously signed them and the Chair signed and dated plus the minute reference was recorded.</b></p>	
3797	<p><b>Planning Application – F/TH/23/0506</b></p> <p>Cllr Wallin gave an outline of the planning application proposed for 14 Suffolk Avenue. The proposal is for the erection of 4No two storey 1-bed terraced dwellings. Members were invited to consider the application after it was deferred by PH&amp;E Committee due to insufficient information.</p> <p><b>It was moved by Cllr Wallin and seconded by Cllr Donaldson and RESOLVED: that the Town Council</b></p>	



	<b>objects to the planning application citing material planning considerations potential overdevelopment and highways issues.</b>	
3798	<b>Westgate Community CIC</b> Cllr Donaldson presented his report that outlined the explanation of a CIC, what it is and how it would work to assist with funding for future asset transfers. Cllr Fenning gave supporting statements to assist Members. Following a short debate Members agreed this item be deferred to the next meeting for further debate. <b>It was moved by Cllr King and seconded by Cllr Donaldson and RESOLVED: that the item will be presented with a short PowerPoint presentation by Cllr Donaldson at the next meeting for Members to consider,</b>	
3799	<b>Forward Plan for the Town Council</b> Members considered the Forward Plan for the Town Council that runs until 2024. Members invited to consider projects and aspirations for the Town Council for the next four-year period until 2027. Cllr Veck to draft a revised Forward Plan for the Town Council to consider at a future meeting. Cllr Veck invited Members to email with ideas so they can be formulated and added to the draft document.	
3800	<b>Membership of the Local Transport Sub-committee</b> <b>It was moved by Cllr King and seconded by Cllr Wallin and RESOLVED: that Cllr Green will join the LT Sub-Committee.</b>	
3801	<b>Public Participation Session</b> One resident spoke about the local economy, visitors and raising the profile of the town. Improved tourism signage would be appreciated and Visit Thanet to be lobbied. The draft Forward Plan should include consultation with the community including businesses. The TC Facebook and Magazine were praised. The Business Forum is looking for a new Chair and directors are required. One resident spoke of the disappointment that a recent meeting held where Town Councillors were invited to discuss the proposed housing development was poorly attended. Cllr Donaldson assured the Action Group that a meeting will be scheduled where the Group will be invited to speak to Members.	
3802	<b>Next Meeting</b> The next meeting is 4 <sup>th</sup> July 2023	
3803	<b>Meeting Closed at 20.33 hours</b>	

Signed... 

Dated... 4/7/2023

Chair of the Council

Council

Page

Initialled 