



Minutes of the Meeting of the Events, Tourism and Development Sub-Committee of Westgate-On Sea Town Council

Held on Wednesday 5th October 2022

at Town Council Office, 78 St Mildreds Road, Westgate on Sea CT8 8RF

Present	Cllr Calcutt (Chair), Cllr Cornford and Cllr Donaldson	
Also, in attendance	Chloe Wheatley - Finance Assistant Jeanette Bell, Paul Glicksman and Karen	
3431	To receive apologies for absence Cllr Pauline O'Connor	
3432	Declaration of interests None	
3433	Minutes It was proposed by Cllr Cornford and seconded by Cllr Calcutt and RESOLVED : that the minutes of the Events, Tourism and Development Sub-Committee held on Wednesday 7 th September 2022 be signed and approved as a true record of the meeting.	
3434	Lighting and Improvements Committee Christmas Fair 2022 Jeanette, Paul and Karen from the Lighting and Improvements Committee (L&I Committee) updated members on the plans for the upcoming Christmas Fair and thanked the Town Council for the Small Grant it awarded to cover the cost of the Christmas Tree.	

Signed C. M. Calcutt

In response to feedback received after the 2021 event the set up this year will be different from previous years. The second stage will now be situated at the Roxburgh Road end of Station Road with the Fun Fair attractions being spread out along the high street.

The L&I Committee asked if the Town Council could support the Christmas Fair in the following areas:

- Volunteers for the day. Stewards are required over three main times of the day. Early to mid-morning, mid-morning to late afternoon and late afternoon to close.

ACTION: Finance Assistant to request volunteers through the Town Council and refer them directly to the L&I Committee.

- Venue for the Stewards Briefing on Friday 2nd December 2022.

ACTION: Finance Assistant to check the availability of the Town Council offices and to confirm back to the L&I Committee.

- Christmas Lights. The L&I Committee wish the switching on of the Christmas lights to have more of an impact and requested if the lights along the canopies could be placed on a timer to come on at the same time as the Christmas Tree. The Committee is happy to provide the timers.

ACTION: Finance Assistant to liaise with Town Clerk and local businesses to see if it is possible to put the lights on timers and confirm back to L&I Committee.

- Gift Wrapping. Volunteers are required for wrapping the gifts for the Santa's Grotto. The L&I Committee will be approaching the Westgate Residents Association to see if they can provide gift wrappers and ask if the Town Council Offices can be used as a venue.

ACTION: Finance Assistant to check the availability of the Town Council offices and to confirm back to the L&I Committee.

- Finally Finance Assistant to share contact details for the TDC Commercial Waste Team and to contact Stage Coach to check if a free bus service is available.

Signed 

<p>3435</p>	<p>Chairs Update</p> <p><u>PA System</u> It was agreed at the Full Council meeting held on 4th October 2022 to offer the sum of £600.00 for the PA System.</p> <p>ACTION: Finance Assistant to contact the seller and confirm back to the Sub-Committee if the offer is accepted.</p> <p><u>Blue Plaque Walking Tour - Westgate</u> Here Before Us provided a sample vinyl sticker to examine and are very keen to work with the Town Council to create a Blue Plaque walking tour.</p> <p>ACTION: Cllr Calcutt to contact the Heritage Centre to arrange a meeting to discuss potential properties.</p> <p><u>B24 Memorial</u> Taken from the Town Clerk's update Cllr Calcutt informed the Sub-Committee a local tradesperson has offered to re-install the memorial for free if the Town Council can cover the cost of the materials. The Town Clerk is currently waiting for clarification from Thanet District Council on whether Planning Consent is required.</p> <p><u>Jubilee Queen's Portrait Competition</u> The Jubilee Queen's Portrait Competition finalists' and winners' artwork has been placed on display at the Galleria. All finalists were invited to view their work and first place winners are due to receive printed cards as part of their prizes.</p>	
<p>3436</p>	<p>Coronation of King Charles III</p> <p>Members discussed the option of combining the already planned Westgate Community Picnic to coincide with the Coronation of King Charles III (date to be confirmed).</p> <p>It was AGREED to move the date of Community Picnic to coincide with the Coronation.</p> <p>ACTION: Once the date is confirmed Finance Assistant to contact everyone who has agreed to be involved with the new date and to start the Event Application Process with Thanet District Council.</p>	

3437	<p>Remembrance Sunday 13th November 2022</p> <p>The Event Application is still being processed by Thanet District Council. Right Guard Security has confirmed they will be providing the Traffic Management for the day.</p> <p>ACTION: Finance Assistant to advertise for volunteers to put out Poppy Displays.</p>	
3438	<p>Town Council Magazine</p> <p>Next issue is due out at the end of November 2022.</p> <p>It was AGREED that Cllr Calcutt would provide an article on bullying to coincide with Anti Bullying Week (Monday 14th to Friday 18th November 2022) and to mark the Town Council signing the Civility and Respect Pledge.</p> <p>It was AGREED that Cllr Cornford would provide the View from the Chair which would include a section on recycling and promoting the use of alternatives to single use plastics.</p>	
3439	<p>Budget for 2023/24 – Draft Preparation</p> <p>Members discussed projects/events that would require expenditure for the 2023/24 Budget.</p> <p>Cllr Cornford to prepare and submit the Budget Report to the Town Clerk on the re-installation of the Memorial/Dedication Plaque at the Lymington Road Recreation Ground.</p> <p>Finance Assistant to prepare and submit the Budget Report to the Town Clerk for the Skate Jam April 2023, Coronation/Community Picnic 2023, Remembrance Parade 2023 and Pancake Race 2024</p> <p>Deadline for the reports to be submitted is 14th October 2022.</p>	
3440	<p>Public Participation Session</p> <p>No requests received.</p>	

3441	<p>Timing of Events, Tourism and Developments Sub-Committee</p> <p>Members discussed the different possible timings for the Events Sub-Committee. It was AGREED to keep the time of the Sub-Committee to 4.00pm (on the first Wednesday of each month).</p>	
3442	<p>Next Meeting</p> <p>Wednesday 2nd November 2022 at 4.00pm</p>	

Signed E. J. C. C. C. C.

Date 2/11/22

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Signed _____

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