



To all members of the Finance and General Purposes Committee
of Westgate on Sea Town Council

You are summoned to attend a meeting of the
Finance and General Purposes Committee

on Tuesday 19th October 2021 commencing at 6.30pm at the Town Council
office, 78 St Mildreds Road, Westgate on Sea CT8 8RF

Members of the public are welcome, please ensure that you wear a face covering and use the hand sanitiser at the entrance. There will be socially distanced seating available for 4 members of the public.

Signed: *Gill Gray*

Town Clerk & RFO

Committee Members: Cllr O'Connor (Chairperson); Cllr Donaldson; Cllr Green; Cllr Nightingale; Cllr D Wallin

1. Apologies for Absence

To receive and accept apologies for absence and substitutes

2. Members' Interests

To receive declarations of pecuniary and non-pecuniary interests

3. Minutes

To receive and approve the minutes of the previous meeting held on 20th July 2021 (**Copy attached – Appendix A**)

4. Public Participation Session

The meeting will adjourn to allow 15 minutes for the purposes of public participation. Subject to standing order 3(f) a member of the public shall not speak for more than 3 minutes and in accordance with standing order 3(e) a question shall not require a response at the meeting nor start a debate on the question.

Written notice of the desire to exercise the right to speak on a particular subject and of the topic to be addressed must be given to the Town Clerk prior to 4pm on the Friday before the meeting but questions can be asked at this point in the meeting.

5. RFO Report

RFO to report on items since the last meeting.

6. Finance Reports

- a) Budget Forecast to end of September 2021 be received.
- b) Earmarked Reserves Report be received.

7. Small Grants Fund Scheme Application and Donations

Town Clerk to provide the documentation for the application for a Grant under the Small Grants Scheme for the amount of £500.00 from St Saviours Church for the various items of equipment to support the toddler group – Members invited to debate and consider the application: **Decision required (Copy attached – Appendix B)**

8. Glow in the Dark Signs to Deter Dog Fouling

Town Clerk to share a report on a Keep Britain Tidy campaign ‘Don’t Mess with Me’ and details of the campaign guidance pack, A3 glow in the dark signs and A4 bin stickers that can be purchased: **Decision required**

Next Meeting – TBC