



**Minutes of the Virtual Meeting of the Finance and
General Purposes Committee of**

Westgate-On-Sea Town Council

on Tuesday 15th September 2020 6.30pm

Present	Cllrs O'Connor (Chairperson), Donaldson (Vice-chairperson), Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk)	
2 374	To receive apologies for absence Cllr Green, Cllr Pennington and Cllr M Scott sent their apologies	
2 375	Declarations of Interest None	
2 376	Minutes It was moved by Cllr Wallin and seconded by Cllr Donaldson and RESOLVED: that the minutes of the meeting of 21st July 2020 be approved as a true record of the meeting.	
2 377	Public Participation Session There were no requests received by the Town Clerk for public participation at this meeting.	
2378	RFO Report Town Clerk/RFO reported on the following items:- <ul style="list-style-type: none"> • Westgate in Bloom funding position • Update for Flagpole installation • New TC Litter Bins update • Fixology funding received from KCC Town Clerk to investigate with KCC and TDC the possibility of utilising the central reservation on Canterbury Road for low maintenance planting.	
2 379	Finance Reports RESOLVED: That the Annual Budget by Cost Centre to 31st August to be received. Cllr O'Connor confirmed that a Forecast Report will be available for the next F&GP Committee meeting.	
2 380	Allotment Gardens Site – Lymington Road <ol style="list-style-type: none"> a) Town Clerk confirmed that the Town Council does meet costs currently in excess of the water charges for the Allotment Gardens site on Lymington Road after the fees have been collected from allotment holders; this covers the cost of any water taken by the Ops Team. If the situation alters and the Town Council utilises use of the water supply for watering flower beds, trees or jet washing the Town Council will be liable for 	

	<p>the same fee annually as each allotment plot holder, should the fees collected meet the cost of the water charges. Town Clerk has instigated investigation whether the water charges can be paid at agricultural rates and awaits a response from Business Stream.</p> <p>b) Public Liability Insurance is in place for all communal areas, fences and gates and empty allotment plots, this is provided by the Town Council insurance policy. Any plot holder can join the allotment association which provides group cover for individual plot holders for personal public liability cover for individual activities on rented plots. Some plot holders may find they have public liability cover through their household insurance policy, they would need to check with their own insurers. The Town Clerk will make enquiries with the relevant authorities to seek clarification on the position with the rules for the allotment site in relation to PLI and report back to Members.</p>	
2381	<p>Review of Westgate on Sea Town Council Budgets for 2021/22</p> <p>Cllr O'Connor reported that Members should be considering the draft budget for next year for the Town Council, there will be a budget forecast provided for the next meeting. The draft Budget is usually prepared for December and then shared with Full Council for approval. Cllr Donaldson added that it is hoped that funding can be secured via the Margate Town Deal for four projects suggested for Westgate. There should also potentially be funding secured for the Lymington Recreation Ground site as well.</p>	
2382	<p>Town Council AGAR Update</p> <p>Town Clerk reported that the Notice of Conclusion of Audit and External Auditor Report and Certificate have now been received from PKF Littlejohn LLP. The process for the conclusion of the review will commence from Friday 25th September when the public rights of inspection are advertised to meet statutory requirements.</p>	
2383	<p>Small Grants Fund Scheme Application</p> <p>Town Clerk shared the documentation for the Small Grant Scheme application for the amount of £600.00 from Westgate on Sea Lighting and Improvement for the purchase of a Christmas tree and new lights. Following debate and consideration:-</p> <p>It was moved by Cllr O'Connor and seconded by Cllr Donaldson and RESOLVED: that the Westgate on Sea Lighting and Improvement were awarded</p>	

	£600.00 to fund the purchase and siting of a Christmas Tree and new lights for the tree.	
2 384	Next Meeting The next meeting is 17 th November 2020	
2 385	Meeting Closed at 18.56pm	

Signed... 

Dated... 18/11/2020

