

**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 November 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. There will be a limit of five individuals who can speak in the public participation session and this will be organised on a first come first served basis at the meeting with CT8 residents taking priority.

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 meetings held on 29th September and 4th October 2022 **(Copies attached)**

To receive the minutes of the Planning, Highways & Environment Committee held on 27th September 2022 **(Copy attached)**

To receive the minutes of the Events, Tourism & Development Sub-Committee held on 7th September 2022 **(Copy attached)**

To receive the minutes of the Finance & General Purposes Committee held on 19th July 2022 **(Copy attached)**

To receive the minutes of the Human Resources Committee held on 26th July 2022 **(Copy attached)**

4. 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.

5. TOWN CLERK'S REPORT

Town Clerk to report on items since the last 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. FINANCE REPORTS

- a. Bank reconciliations 30.09.22 be received
- b. Payment and Receipt Reports 30.09.22 be received
- c. Annual Budget by Combined Account Code to end of September 2022 be received
- d. Budget Forecast Report to end of September 2022 be received

9. REVIEW OF THE WEBSITE FOR THE TOWN COUNCIL

Town Clerk to share a report with Members and three estimates for a new and improved website; it is proposed that this is incorporated into the budget for 2023/2024 as there will need to be consultation with Members and the community to agree the format of the preferred website: **Decision required**

10. PHOTOCOPIER PROVISION FOR THE TOWN COUNCIL

Town Clerk to share a report with three quotations for a new photocopier contract to run from March 2023 when the existing contract expires: **Decision required**

11. IT SUPPORT AND TELEPHONE/BROADBAND PROVISION FOR THE TOWN COUNCIL

Town Clerk to share a report with three quotations for IT support and comparison for telephony/broadband using voice over internet protocol: **Decision required**

12. KALC AGM 19.11.2022

The KALC AGM is taking place on Saturday 19th November at Ditton Community Centre, Council can send two voting representatives and up to two non-voting representatives if topics on the agenda are of particular interest to Members: **Decision required**

13. DRAFT BUDGET 2023/2024

Members to consider the draft budget prepared following the requests from individual Town Councillors and Committees; the F&GP Committee debated the first draft: **Decision required**

14. THANET DISTRICT COUNCIL NET ZERO STRATEGY

Thanet District Council have announced their first strategy on tackling climate change in Thanet. The TDC Net Zero Strategy 2022 has been shared with Members and TDC are seeking feedback on the strategy from the Council and individual Town Councillors if they choose to complete the engagement survey: **Decision required**

15. PLAY AREA PROVISION FOR THE TOWN

Cllr King to request a debate on the merits of a children's play area north of Canterbury Road, Westgate on Sea.

16. TOWN COUNCIL PERSONNEL UPDATE

Following the resignation of the Administrator, the Town Clerk to share the job description for the new role which is supported and recommended by the HR Committee for a replacement officer: **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 I.C Report:

17. IC REPORT

Following the resolution by Full Council the independent IC Panel/Committee have now met and the Town Clerk to share the report as produced by the IC Panel/Committee which contains recommendations for the Town Council: **Decision required**

G Gray

Signed: Gill Gray

Town Clerk & RFO

Westgate-on-Sea Town Council

27th October 2022