

Town Clerk Report 06.12.22

Westgate NDP

Thanet District Council have confirmed that the independent examination via the Neighbourhood Planning Independent Examiner Referral Service will commence in the New Year.

Town Council Magazine

The next issue of the Town Council magazine is now out for delivery. There will be hard copies at the Town Council office by next week.

Christmas Lights

The works were completed last month and we now have lights installed on both Station Road, St Mildreds Road, Cambourne Avenue and Cuthbert Road. The cost for the installation on Station Road was £512.50 and the cost for the installations on the lamp columns was £711.77 with £310.21 for the pre site survey visit.

REVS – Electric Van

The electric van is due to be returned on Thursday this week and it has certainly been interesting to trial. It has proven useful for lots of errands and it is impressive on how long it holds a charge when only using for local journeys.

Bowel Cancer Awareness with Social Enterprise Kent

Social Enterprise Kent are doing a campaign for a year and raising awareness of bowel cancer in East Kent. They have booked the next date to use our Community Space to promote the facts and educate residents on the signs and what to look out for in the case of bowel cancer. There is also the opportunity to learn about testing and how straightforward the process is now. The next pop up is here on Saturday 17th December and this is the Meet the Councillor Surgery date as well.

Container Theft and Insurance Claim

There was an incident of theft from the Town Council container, included in the items was one petrol mower, a petrol hedge cutter and petrol strimmer. This was reported to Kent Police and the insurance company for processing a claim. The insurance company have settled the claim and the Town Council has received the sum of £518.33.

Trademark Application

The Town Council name and logo have now been confirmed as trademark registered and the Intellectual Property Office have sent the trademark registration certificate for the trademark. The total cost was £170.00.

Town Council Truck

The Town Council vehicle has passed the MOT and the minor works needed amounted to a cost of £199.20

External Auditor Notification

The Town Council has received notification from Smaller Authorities' Audit Appointments Ltd that the procurement process is concluded and the award of limited assurance contracts for five years to the external audit firms is completed. The Audit Appointment for 2022-2023 to 2026 – 2027 for

Westgate on Sea Town Council is Mazars LLP. The scale of fees for that five-year period have also been shared by the SAAA.

Training Update

I am pleased to confirm that our Maintenance/Groundsman has successfully completed the ROSPA Operational Playground Inspection Course. I have also completed the Levels 3 and 4 for Safeguarding which is important as I am the nominated Safeguarding Lead for the Town Council.

Town Council Office Update

As there is limited resource at the present time there will be no new projects/initiatives commenced between now and May next year. I am hoping that the interviews for the new Administrator can be conducted before Christmas and that the newly appointed person can then commence in late January 2023. There will then be a period of training which is envisaged to be completed by April 2023.