



Minutes of the Meeting of the Full Council of

Westgate on Sea Town Council

on Tuesday 2nd April 2019

Held at

United Reformed Church, 54 Westgate Bay Avenue,
Westgate-On-Sea, Kent CT8 8SN

Present	Cllrs Pennington (Chairman), Cornford, King, Micallef, Nightingale, O'Connor, Page, Rolfe, H Scott, M Scott	
Also, in attendance	Mrs Gill Gray (Town Clerk), Cllr Messenger (TDC), 1 member of the public	
	<p>Chairman's Welcome</p> <p>The Chairman opened the meeting with the usual "housekeeping" instructions and advised that the meeting was being recorded on a video camera. The Chairman clarified the position for the public filming following a request at the previous meeting. The filming of a meeting is covered by paragraph 3.1 & m of Standing Orders which permits all kinds of reporting, and, in particular where the Council requests that anyone filming declares the fact; this is done as a courtesy to others at the meeting. The Chairman advised that Item 14 would be moved to be included with Item 20.</p>	
1 724	To receive apologies for absence Laura Bungard	
1 725	<p>Minutes</p> <p>a)RESOLVED: that the minutes of the Council meeting held on 5th March 2019 be signed and approved as a true record of the meeting.</p> <p>b) One Councillor requested that the minutes of the HR Committee meeting of 12.02.19 be withdrawn; the Chairman explained that these minutes were to be received and had already been signed and approved as a true record of the meeting by the Human Resources Committee.</p> <p>RESOLVED: to receive the minutes of the Human Resources Committee dated 12th February 2019, to receive the minutes of the Events and Tourism Committee dated 18th February 2019, to receive the minutes of the Finance and General Purposes Committee dated 19th February 2019.</p>	
1 726	Members' Declarations of Interest	


	There were none.	
1727	Report of the Community Warden Town Clerk reported on behalf of the Community Warden which included various issues – blocked drains, pot holes, talks on scams, age appropriate awareness in schools, vehicles not taxed and an update on the number of homeless people in the area. The report finished with contact details for the Warden.	
1728	County and Thanet District Councillors' Reports Cllr Messenger (TDC) provided a report which included various issues including cannabis smoking and drug taking on Lymington Recreation Ground, camper vans on Sea Road and Local Plan meetings. Cllr Messenger (TDC) added that Cllr Bambridge (TDC) sent her apologies.	
1729	Public Participation Session There were no requests.	
1730	Chairman's Report The Chairman reported that he had attended the Local Plan Inspectorate Hearing to represent the Town Council and will be continuing to attend next week to witness proceedings and attempt to challenge the numbers of houses proposed in the Local Plan. The Chairman added that a report on the proposed Community Asset transfers will be covered later in the meeting.	
1731	Clerk's Report The Town Clerk reported that after the last meeting a play pen at the URC had been unfortunately damaged when the tables were returned to the storage area; the information will be shared at the next F & GP Committee meeting and the Town Clerk will recommend that the Town Council fund the replacement cost of £80.00. The Town Clerk has worked with Cllr Micallef on researching a recycling opportunity and we have joined initiatives that Terracycle promotes and we hope to engage with community groups to encourage participation.	
1732	Councillor's Reports Cllr H Scott reported that following the 129 Sea Road report sent to the Planning Inspectorate the appeal has been dismissed. There is a Community Meeting planned at the URC on Saturday 6 th April at 10am to discuss the proposed housing allocations. The Local Plan Hearing is on-going, and Cllr H Scott and Cllr Pennington will be attending to represent the Town Council and Neighbourhood Plan Steering Group. Cllr Micallef reported on a new recycling scheme initiative which the Town Council is now promoting and	

	<p>involves items collected raising funds for national charities. Westgate in Bloom is due to have a tree planting session approved by TDC and arranged for Friday 5th April at Lymington Road green next to the Community Centre meeting at noon. There have been a few press releases recently providing increased coverage for initiatives and projects.</p> <p>Cllr Page reported that the Westgate Day event preparations were well underway and that there has been a positive response; the dates to remember are 18th July for the Anniversary Day and 21st July for the Celebration Day for the town and surrounding community.</p> <p>Cllr M Scott reported that the recent Community Surgery format had been slightly altered and that he hosted every surgery now with a guest Cllr to provide bespoke advice and information on certain topics. Speedwatch sessions are regularly taking place and it is hoped that further volunteers can be recruited soon.</p> <p>Cllr O'Connor reported that the new finance package software was now all updated for the whole financial year and that the reports in future will be from the new system; the next F & GP Committee will receive two types of report for comparison purposes, the Excel version and the finance software report from RBS.</p>	
1 733	<p>Finance Reports</p> <p>The Town Clerk presented Members with the Bank Reconciliations for February; Budget versus Expenditure Report to end of February 2019; Forecast Report to end of February 2019 and Payment Report for February.</p> <p>A, B, C and D It was RESOLVED: that the Finance Reports were received.</p>	
1 734	<p>Planning Applications</p> <p>F/TH/19/0340</p> <p>It was RESOLVED: that no objections were raised by Council.</p> <p>FH/TH/19/0267</p> <p>It was RESOLVED: that no objections were raised by Council.</p> <p>F/TH/19/0276</p> <p>It was RESOLVED: that objections were raised by Council for material considerations including the area being paved over and a lack of landscaping. Cllr Messenger (TDC) agreed to call in this planning application at TDC.</p> <p>FH/TH/19/0361</p> <p>It was RESOLVED: that no objections were raised by</p>	

	Council.	
1735	<p>Neighbourhood Plan Cllr H Scott reported that the draft Neighbourhood Plan had been updated to include additional policies and was debated further by Members. Cllr H Scott advised of the next stage of the process and that Thanet District Council will need to agree the Neighbourhood Plan before it can go to referendum with the community. Various actions were agreed including contacting the Kent Biological Trust to advise of wildlife present; the need to engage with Kent County Council concerning Section 106 funds and potential projects for the Town and contact the Doctors surgery manager to discuss the needs of the local GP service in relation to the space required for a potential new surgery.</p> <p>It was RESOLVED: to adopt the Neighbourhood Plan.</p>	
1736	<p>British Heart Foundation Funding Update for Public Access Defibrillator Cllr Micallef reported that the Council had been successful in the funding application for only one public access defibrillator due to over subscription and the site identified and designated for this was the Swan Public House on Sea Road</p>	
1737	<p>Policies</p> <p>a) It was RESOLVED: that the Volunteer Policy be adopted by Council.</p> <p>b) It was RESOLVED: that the Health and Safety Policy be adopted by Council.</p>	
1738	<p>Office Support Roles for the Town Council The Town Clerk reported that following the resignation of the Office Administrator who was not returning from maternity leave it was proposed to advertise for two permanent part-time positions for office support for the Town Council; with one role working towards the position of Assistant Town Clerk. This has previously been discussed on the Human Resources Committee and the budget provision was incorporated to allow for this in November when proposing the budget for this financial year.</p> <p>It was RESOLVED: that the two permanent part-time positions for office support for the Town Council be advertised internally and externally with a view to one role working towards the position of Assistant Town Clerk.</p>	
1739	<p>Renewal of Membership for KALC and NALC 2019/20 The Town Clerk provided Members with the details of</p>	

	<p>the proposed renewal for membership for the Town Council with KALC and NALC for 2019/20.</p> <p>It was RESOLVED: that the renewal for the membership with KALC and NALC for 2019/20 be undertaken and the Town Clerk to pay the invoice for the sum of £1,300.00 plus VAT.</p>	
1740	<p>Members were 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 were excluded from the meeting during consideration of the next items in respect of matters relating to the office space review, community asset transfers and community asset transfers.</p> <p>It was RESOLVED that the public were asked to leave the meeting during consideration of the following items.</p>	
1741	<p>Office Space Review</p> <p>Town Clerk and Cllr Micallef reported that the proposed relocation space had been viewed earlier by several Councillors following the invitation provided to all Members.</p> <p>It was RESOLVED: to relocate the Town Council offices to 78 St Mildred's Road, Westgate on Sea, CT8 8RF subject to the necessary legalities being undertaken.</p> <p>A recorded vote was requested;</p> <p>Members for were Cllrs MS, RM, PO, HS, HP, JC, RN and MP. Member against was Cllr TK and Cllr RR abstained.</p>	
1742	<p>Friendly Partnership Agreement between TDC and Town Council</p> <p>Cllr Pennington reported on the outcome of the meeting with Trevor Kennett at TDC; a formal Service Level Agreement will be drafted by TDC officers for consideration by Members in due course.</p>	
1743	<p>Community Asset Transfers</p> <p>Town Clerk reported that heads of terms for Lymington Road recreation ground and the shelters have now been received from TDC and there are one or two items that require clarification.</p> <p>It was RESOLVED: that the item be deferred, and the Town Clerk should contact TDC to request clarification on the trading and permitted use of the assets before the Town Council proceeds with the</p>	

	transfers; this will then be reported to Council following the local elections.	
1 744	Next Meeting The next meeting is TBC	
1 745	Meeting Closed at 9.05pm	

Signed.....
Chairman of the Council

Dated.....