



**Minutes of the Town Council Meeting of
Westgate on Sea Town Council held in Town Council
Office, 78 St Mildreds Road, Westgate on Sea CT8 8RF**

Held on Tuesday 6th December 2022 at 7pm

Present	Cllrs Cornford (Chair), Donaldson (Vice-Chair), King, Parry, Scott, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk), Community Warden, Chaplain Rev Wing and 3 residents	
3 537	To receive apologies for absence Cllr Crow-Brown (KCC), Cllr Wright (KCC), Cllr Calcutt, Cllr Green and Cllr O'Connor	
3 538	Members' Declarations of Interest None	
3 539	Minutes It was moved by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that the minutes of the Full Council meetings held on 1st November 2022 be signed and approved as a true record of the meeting. 1 Member abstained. It was moved by Cllr Parry and seconded by Cllr Donaldson and RESOLVED: that the minutes of the PH&E Committee held on 11th October 2022 were received. It was moved by Cllr Donaldson and seconded by Cllr Parry and RESOLVED: that the minutes of the ET&D Sub-Committee held on 5th October 2022 were received. It was moved by Cllr Donaldson and seconded by Cllr Parry and RESOLVED: that the minutes of the HR Committee held on 5th October 2022 were received.	
3 540	Public Participation Session No requests received from residents. The Community Warden provided a report including: <ul style="list-style-type: none"> • A computer buddy is available at Westgate Library • Recent support provided to the Remembrance Parade on 13.11.22 • Supported the Christmas Lights Switch On 04.12.22 • Scamming recently occurred in some local shops • Providing talks to the residents about the role of the Community Warden • Drugs and Alcohol Awareness talk to the Boys Brigade • Welfare checks on local vulnerable residents 	
3 541	Town Clerk Report	

	<p>Town Clerk reported on the following items:</p> <ul style="list-style-type: none"> • Westgate Neighbourhood Development Plan • Town Council magazine • Christmas lights • REVS Electric Van • Bowel Cancer Awareness with Social Enterprise Kent • Container Theft and insurance claim • Trademark application for Town Council logo and name • Vehicle MOT • External Auditor Notification • Training update • Town Council office update • Cycle hub at Westgate Train station 	
3542	<p>KCC/TDC Councillor Reports</p> <p>Cllr Crow-Brown shared a report with the Town Clerk which was read by the Chair and which included:</p> <ul style="list-style-type: none"> • Westgate Christmas Lights Switch On event • Housing and the move to housing figures nationally becoming advisory • Blocked drains and other issues can be reported via the online reporting tool that KCC offer • Update on street lighting in Elm Grove 	
3543	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr King reported on the donation of two trees from a local resident – (it was agreed that Cllr King will pass the contact details for the Town Clerk to the resident to arrange delivery of the trees). Cllr King added that the organisers for the Christmas event had reported that there was an additional cost this year for the Road Closure due to the payment for bay suspensions and the installation of signs. Cllr Scott agreed to take this away and research the fees payable for road closures and requested contact from the residents concerned. • Cllr Donaldson reported on recent attendance to the Social Enterprise Kent conference Buy Social Buy Local. Cllr Donaldson added that he had attended a NALC training opportunity Empowering Communities where several topics were discussed; the KALC AGM. Cllr Donaldson confirmed that a contractor had attended site on Sea Road to start work on a scope and design for a proposed new play area with a view to providing an estimated cost. 	

	<p>It was RESOLVED: that the item was deferred and will be added to the Planning, Highways & Environment Committee meeting held on 13.12.22 for debate and comment by the PH&E Committee who have delegated authority from Council to respond to the KCC consultation for the proposed disposal by way of a lease of school playing field land at St Saviours C of E Primary School</p> <p>b) Kent Minerals and Waste Local Plan Regulation 18 Public Consultation</p> <p>Town Clerk shared the details with Members of the KCC consultation on the Kent Minerals and Waste Local Plan Regulation 18 Consultation; this was for information and Members are welcome to comment in response to the consultation opportunity.</p> <p>c) Birchington NDP – Regulation 16 Consultation on the Basic Conditions Statement</p> <p>Town Clerk shared the details of the revised Basic Conditions Statement for Birchington Neighbourhood Plan, the Regulation 16 Consultation period ends on 20.12.22.</p> <p>It was moved by Cllr Parry and seconded by Cllr Wallin and RESOLVED: that Westgate on Sea Town Council were fully supportive of the Birchington Neighbourhood Development Plan and the Town Clerk would comment on behalf of the Town Council via the TDC online portal.</p>	
3	<p>Civility and Respect on Social Media</p> <p>Town Clerk reported on the most recently published Social Media Civility and Respect Guide and Policy Supplement, this has already been shared with the HR Committee who found the document informative. The Guide and Policy Supplement was received by Members. Cllr Scott highlighted the importance of having a Councillor identified Facebook page when posting as a Town Councillor and commenting on Town Council related activities. The Chair reminded Members of the importance of the fact that they are acting as an employer for the proper officer of the Town Council and should treat everyone with respect at all times.</p>	
3	<p>Co-option Vacancy Update</p> <p>Following the HR Committee debate it was recommended that all Members should be involved in the interview process for any potential Co-option for vacancies.</p> <p>It was moved by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that all Members are invited to take part in the interview process for any potential Co-option for the current vacancy; the</p>	

	<ul style="list-style-type: none"> • Cllr Cornford reported on recently attending the KALC AGM and the Thanet Area Committee meetings. • Cllr Wallin reported that not all residents had access to the online facilities, it was explained that there is support at the Town Council office and officers are available to offer assistance if required. 	
3544	<p>Finance Reports</p> <p>A) Bank Reconciliations October 2022 B) Payment and Receipt Reports October 2022 C) Annual Budget by Combined Account Code October 2022 D) Budget Forecast Report as at 31st October 2022</p> <p>It was RESOLVED: that the Bank Reconciliations October 2022, Payment and Receipt Reports October 2022; Annual Budget by Combined Account Code October 2022 and Budget Forecast Report for 31st October 2022 be received.</p>	
3545	<p>Draft Budget 2023/2024</p> <p>Members considered the draft budget with three options outlined following the requests from individual Town Councillors and Committees. The Town Clerk explained that the tax base figure provided by Thanet District Council had not been received and therefore it was not possible at this time to calculate an accurate percentage movement in relation to any Precept request. Following debate Members agreed to defer the decision until the next meeting in January 2023.</p> <p>It was moved by Cllr Wallin and seconded by Cllr Donaldson and RESOLVED: that the budget will be debated again at the January 2023 meeting when it is hoped that a provisional Council Tax Base figure for Westgate will be available and can be used to estimate a percentage movement in relation to the proposed Precept request for 2023/2024</p>	
3546	<p>Consultations</p> <p>a) s77 Consent and Consultation for Proposed Disposal by Way of a Lease of School Playing Field Land at St Saviours C of E Primary School</p> <p>Cllr Parry reported that he had been in communication with residents who are concerned about this proposal and suggested that the item is included on the next PH&E Agenda on 13.12.22 for debate and comment in response to the consultation that KCC are facilitating at present. Cllr King added that the proposed 5G mast was a prominent issue and it was disappointing that there was no clear strategy offered by KCC in relation to this technology and the siting of the masts.</p>	

	proposed date for the interviews is Thursday 15.12.22. 1 Member abstained.	
3 547	Town Council Personnel Update Following the HR Committee considering the job description for a new role of Deputy Town Clerk the Town Clerk shared the draft statement of particulars with Members and recommended that this be first advertised within the Town Council. It was moved by Cllr Cornford and seconded by Cllr Donaldson and RESOLVED: that this decision is deferred to a future meeting.	
3 548	Bus Service Number 35 Cllr King reported his concerns on the revised bus timetable for the number 35 bus route that will now run every two hours as opposed to every hour previously. Cllr King added that he has spoken to the Leader of KCC Roger Gough and awaits a response. There are also options that are supported by KCC such as community transport. The Community Bus that is owned by URC Christchurch could be explored for availability if volunteer drivers were recruited. The bus stops for the number 35 bus have been previously raised as a concern as they are not located in the most convenient places on the route. The situation will be monitored and reported with an update at a future meeting.	
3 549	Lymington Road Recreation Ground Play Area Update Town Clerk provided the quotation received from the appointed contractor for the total replacement of the cargo nets and ropes from the multi play unit at the play area in the War Memorial Recreation Ground on Lymington Road. Members were invited to approve the expenditure. It was moved by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that the quotation for the total replacement of the cargo nets and ropes from the MPU at the play area in the Recreation Ground on Lymington was agreed and the expenditure for the project was approved at a total cost of £2,420.00.	
3 550	Next Meeting The next meeting is 15 th December 2022	
3 551	Meeting Closed at 20.32 hours	

Signed.....

Dated...10:01:2023.

Chair of the Council

