

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 5th July 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. If you wish to make written representations instead of attending please ensure these are emailed by 4pm on Friday 1st July 2022.

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 meeting held on 7th June 2022 (**Copy attached**)

To receive the minutes of the Planning, Highways & Environment Committee held on 10th May 2022 (**Copy attached**)

To receive the minutes of the Events, Tourism & Development Sub-Committee held on 4th May 2022 (**Copy attached**)

To receive the minutes of the Finance & General Purposes Committee held on 18th January 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.

Written notice of the desire to exercise the right to speak and of the topic to be addressed must be given to the Town Clerk by Wednesday 1st June no later than 4pm.

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. REVIEW OF GOVERNANCE ARRANGEMENTS

Members are invited to debate, approve and adopt the following:

- a. Standing Orders: **Decision required**
- b. Financial Regulations: **Decision required**

9. POLICIES FOR THE TOWN COUNCIL

Members are invited to approve and adopt the following:

- a. Code of Conduct
- b. Social Media Policy

10. FINANCE REPORTS

- a. Bank reconciliations 31.05.22 be received
- b. Payment and Receipt Reports 31.05.22 be received
- c. Receipts and Payments by Budget Heading 31.05.22 be received
- d. Annual Budget by Combined Account Code to end of May 2022 be received
- e. Budget Forecast Report to end of May 2022 be received

11. TOWN COUNCILLOR VACANCIES UPDATE

Town Clerk to provide an update on the vacancies and in particular the process for the Co-option vacancy.

12. UTILITY PROVISION FOR THE TOWN COUNCIL RENEWAL

Town Clerk to share a report with Members including quotations for the renewal of an annual contract for electricity (2 sites) and gas (1 site) – including green energy: **Decision required**

13. WESTGATE ON SEA NEIGHBOURHOOD PLAN – SCHEDULE OF PROPOSED CHANGES AND REPORT FOR RESPONSES TO REPRESENTATIONS

Town Clerk to share a report for the proposed schedule of changes for the draft Westgate on Sea Neighbourhood Plan, as recommended by the PH&E Committee and consultant. Town Clerk to share a report for the proposed responses to representations received during the Regulation 14 Neighbourhood Plan consultation. Members to debate and adopt to enable the draft Westgate NP to progress to Regulation 15 with TDC: **Decision required**

14. INSURANCE FOR THE TOWN COUNCIL

Town Clerk to share a report on the insurance renewal for the Town Council including quotations: **Decision required**

15. WAR MEMORIAL RECREATION GROUND PLAY AREA

Town Clerk to share a report on the proposed works using the capital spend budget allocated for this year for the play area to upgrade and repair play equipment; three quotations to be considered by Members: **Decision required**

16. THANET SHARED PROSPERITY AND LEVELLING UP SURVEY

Thanet District Council are seeking stakeholder feedback via engagement opportunities to help inform the Investment Plan for Thanet. TDC are keen to identify gaps in provision and priorities for change: **Decision required**

17. MEMBERSHIP OF FINANCE AND GENERAL PURPOSES COMMITTEE & EVENTS, TOURISM AND DEVELOPMENT SUB-COMMITTEE

Cllr King requests to join F&GP Committee and E,T&D Sub-Committee: **Decision required**

G Gray

Signed: Gill Gray

Town Clerk & RFO

Westgate-on-Sea Town Council

30th June 2022