



**To all Members of the Finance and General Purposes Committee  
of Westgate on Sea Town Council**

**You are summoned to attend a meeting of the  
Finance and General Purposes Committee**

**on Tuesday 19th July 2022 commencing at 6.30pm at the Town Council Office,  
78 St Mildreds Road, Westgate on Sea CT8 8RF.**

**Members of the public are welcome.**

Signed: *Gill Gray*

Town Clerk & RFO

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Committee Members: Cllr O'Connor (Chair); Cllr Donaldson (Vice-chair); Cllr Cornford; Cllr Wallin

- 1. To receive and accept apologies for absence and substitutes**
- 2. To receive declarations of pecuniary and non-pecuniary interests**
- 3. Minutes – to receive and approve the minutes of the previous meeting held on 21<sup>st</sup> June 2022 (Copy attached)**
- 4. Public Participation Session**

The meeting will adjourn to allow 15 minutes for the purposes of public participation. Subject to standing order 3(f) a member of the public shall not speak for more than 3 minutes and in accordance with standing order 3(e) a question shall not require a response at the meeting nor start a debate on the question.
- 5. RFO Report**

RFO to report on items since the last meeting.
- 6. Finance Reports**
  - a) Annual Budget by Code to end of June 2022 be received.
  - b) Budget Forecast Report to end of June (1<sup>st</sup> quarter) be received.
- 7. Allotments Working Group Updates**

Town Clerk to share a report prepared by the Finance Assistant for the update and review of fees in relation to the Lymington Road Allotment Gardens site:  
**Decision required**
- 8. Town Council Insurance Renewal**

Town Clerk to share a report on the insurance renewal for the Town Council following the deferral of the item from Full Council on 5<sup>th</sup> July; three quotations to be shared with Members for consideration – including agreement options: **Decision required**

**Next Meeting – 18.10. 2022**