



**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 7<sup>th</sup> February 2023 at 7pm**

Present	Cllrs Donaldson (Vice-chair), Calcutt, Green, King, O'Connor, Parry, Veck, Wallin	
Also, in attendance	Mrs Gill Gray (Town Clerk) and four residents	
3635	<b>To receive apologies for absence</b> Cllr Cornford, Cllr Scott and Cllr Crow-Brown (KCC) Cllr Donaldson welcomed Cllr Veck to his first meeting.	
3636	<b>Members' Declarations of Interest</b> None	
3637	<b>Minutes</b> It was <b>MOVED</b> by Cllr Calcutt and seconded by Cllr Green and <b>RESOLVED</b> : that the minutes of the Full Council meeting held on 10 <sup>th</sup> January 2023 be signed and approved as a true record of the meeting. 1 Member abstained, 1 Member Against. It was <b>MOVED</b> by Cllr Parry and seconded by Cllr Calcutt and <b>RESOLVED</b> : that the minutes of the PH&E Committee held on 13 <sup>th</sup> December 2022 were received. It was <b>MOVED</b> by Cllr O'Connor and seconded by Cllr Wallin and <b>RESOLVED</b> : that the minutes of the ET&D Sub-Committee held on 5 <sup>th</sup> December 2022 were received.	
3638	<b>Public Participation Session</b> Three residents requested to speak to the Council. Two residents spoke about the 35 Bus Service for Westgate and handed over a petition to request that the service is reinstated to running every hour. One resident spoke about the state of cleanliness in the town of Westgate and raised concerns about the supervising of the Ops Team at the Town Council.	
3639	<b>Report from Community Warden and PCSO</b> The report from the Community Warden was read by the Town Clerk in his absence. The report contained details on the following items: <ul style="list-style-type: none"> <li>• Working with local shops to give support</li> <li>• Recent attendance in 2-day operation Zig Zag at a local school in St Peters</li> <li>• Shared a presentation at a local church to young adults on raising awareness for drugs and alcohol</li> </ul>	

	<ul style="list-style-type: none"> <li>• Reporting to Kent County Council Highways, traffic light problems, potholes and street lighting faults</li> <li>• Reporting flytipping to Thanet District Council</li> <li>• Sharing intelligence to the local PCSO</li> <li>• Undertaking welfare checks and visits to vulnerable residents</li> </ul>	
3640	<b>Town Clerk Report</b> Town Clerk reported on the following items: <ul style="list-style-type: none"> <li>• Westgate Neighbourhood Development Plan</li> <li>• Town Council magazine</li> <li>• Town Council office personnel update, new jigsaw exchange initiative and groups returning to use front office community space</li> <li>• Budget 2023/2024</li> <li>• Play area update for War Memorial Recreation Ground</li> <li>• Number 35 Bus Service update</li> <li>• Elections May 2023 and registering to vote</li> </ul>	
3641	<b>KCC/TDC Councillor Reports</b> Cllr Crow-Brown shared a report with the Town Clerk which was read and included: <ul style="list-style-type: none"> <li>• Tree planting on Westgate Bay Avenue update</li> <li>• Thanet Infrastructure and government consultation on a proposed approach to update the National Planning Policy Framework; opportunity taken to raise concerns about utility road works and water outages</li> </ul> Cllr Scott shared a report with the Town Clerk which was read and included: <ul style="list-style-type: none"> <li>• Empire of Light and Carlton Cinema red carpet event</li> <li>• Winter Gardens comments received via "Your Voice Thanet" by TDC as part of the engagement phase now being answered about the temporary closure of the building and its future</li> <li>• Thanet Shelter changes – RISE centre being relocated and details to be shared when available</li> <li>• May 2023 Elections – new national requirement for all voters to bring photo ID to the polling station; communications team at TDC will be sharing the national media updates.</li> </ul>	
3642	<b>Councillor Reports</b> Cllr Calcutt reported that there are more volunteers required for the Pancake Races event on Tuesday 21 <sup>st</sup> February 2023. Cllr O'Connor reported that there were reports that the charity shops in Birchington had experienced pick	



	<p>pockets in the area; Town Clerk to alert the Community Warden.</p> <p>Cllr Wallin reported on the following items:</p> <ul style="list-style-type: none"> <li>• Defib at the Fish Inn, email sent to Town Clerk</li> <li>• Recordings of meetings and how important it was to ensure the practice continues</li> <li>• The office move of the Town Council in 2019</li> <li>• Request for an Extraordinary meeting to discuss the 35 Bus Service</li> <li>• Complaint to TDC Monitoring Officer</li> <li>• Recent attendance to Margate Charter Trustees and the opinion of the Trustees on the subject of the Westgate on Sea Town Council and forming a Town Council for Margate</li> </ul> <p>Cllr King reported that following receipt of an email from Cllr David Brazier there should be an investigation/follow up to ascertain where the assumption has arisen that the Town Council support the expansion of the 35 Bus Service to Broadstairs. Cllr Green and Cllr Veck raised concerns and agreed that this situation should be looked into as soon as possible.</p>	
3643	<p><b>Finance Reports</b></p> <p><b>A) Bank Reconciliations December 2022</b></p> <p><b>B) Payment and Receipt Reports December 2022</b></p> <p><b>C) Annual Budget by Combined Account Code December 2022</b></p> <p><b>D) Budget Forecast Report as at 31<sup>st</sup> December 2022</b></p> <p><b>It was moved by Cllr Calcutt and seconded by Cllr O'Connor and RESOLVED: that the Bank Reconciliations December 2022; Payment and Receipt Reports December 2022; Annual Budget by Combined Account Code December 2022 and Budget Forecast Report for 31<sup>st</sup> December 2022 be received.</b></p>	
3644	<p><b>Westgate Neighbourhood Plan Update</b></p> <p>Town Clerk shared an update on the examination phases of the Westgate NDP with Members. There were queries raised on procedural matters which required responses to questions posed by the Examiner. The Town Clerk sought the services of the planning consultant to produce a report for Members to consider. Members debated the benefits of the potential asset transfer for both the Westgate Library and Community Centre. The Town Council has submitted a report to the Planning Officer at TDC who dealt with the outline planning application for the Gallops with a request for £106,000 from any housing development to be spent on the Westgate Community Centre.</p> <p><b>It was moved by Cllr Donaldson and seconded by Cllr Parry and RESOLVED: that the report was adopted and the Town Clerk should now progress to</b></p>	

	<b>share the report with the Examiner as the Town Council response to the queries raised on procedural matters to progress the matter and complete the Examination of the Westgate NDP.</b>	
3645	<b>Appointment of Internal Auditor</b> Town Clerk requests that the internal auditor Mr David Buckett is appointed for the Town Council for 2023 internal audit. <b>It was moved by Cllr O'Connor and seconded by Cllr Parry and RESOLVED: that Mr David Buckett is appointed as internal auditor for the Town Council for the 2023 annual audit.</b>	
3646	<b>Maintenance for Football Pitch at Lymington War Memorial Recreation Ground</b> Town Clerk shared a report on the requirement for maintenance for the football pitch at the War Memorial Recreation Ground, including three quotations for the works required and the opportunity to secure funding. <b>It was moved by Cllr Donaldson and seconded by Cllr Wallin and RESOLVED: that the contractor GR7SS was appointed to undertake pitch maintenance for the Town Council and the Town Clerk to pursue the funding opportunity to assist with the expenditure.</b>	
3647	<b>Next Meeting</b> The next meeting is 7 <sup>th</sup> March 2023	
3648	<b>Meeting Closed at 20.13 hours</b>	

Signed.....

Dated.....7/8/2023.....

Chair of the Council