

TONBRIDGE AND MALLING BOROUGH COUNCIL

FINANCE AND PROPERTY ADVISORY BOARD

Wednesday, 29th September, 2010

Present: Cllr Mrs F A Kemp (Chairman), Cllr P J Homewood (Vice-Chairman), Cllr A W Allison, Cllr Mrs S J Boakes, Cllr J R H Clements, Cllr M O Davis, Cllr D W P Evans, Cllr Miss A Moloney, Cllr H S Rogers and Cllr A K Sullivan.

Councillors Aikman, Mrs Anderson, Baldock, Balfour, Bolt, Coffin, Heslop, Mrs Simpson, Thornewell and Worrall were also present pursuant to Council Procedure Rule No 15.21.

An apology for absence was received from Councillor C Smith.

PART 1 - PUBLIC

**FP
10/055**

DECLARATIONS OF INTEREST

Councillors Heslop, Mrs Simpson and Worrall declared personal and prejudicial interests in the item relating to Applications for Discretionary Rate Relief on the grounds of being respectively a member of the Board of The Bridge Trust, the Chairman of the St James Centre Trust and the Director of Age Concern Malling and they withdrew from the meeting during consideration of that item.

The following Members declared personal interests in relation to the item on Financial Arrangements with Parish Councils on the grounds of membership of the parish/town councils indicated:

Councillor Balfour (Birling)
Councillor Mrs Boakes (Snodland)
Councillor Homewood (Aylesford)
Councillor Mrs Kemp (Trottiscliffe)
Councillor Miss Moloney (Snodland)
Councillor Mrs Simpson (East Malling and Larkfield)
Councillor Thornewell (East Malling and Larkfield)
Councillor Worrall (West Malling).

**FP
10/056**

MINUTES

RESOLVED: That the notes of the meeting of the Finance and Property Advisory Board held on 21 July 2010 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

FP
10/057

CONCESSIONARY FARES UPDATE

The joint report of the Central Services Director and Director of Finance provided an update on the transfer of responsibility for the administration of concessionary fares to Kent County Council (KCC) from April 2011 and considered the future of the discretionary rail concession option. It was noted that the County Council had indicated that it would not be offering any discretions beyond those currently applying to the bus pass and the report examined the legal and financial implications for those district councils that offered rail (or other) discretionary concessions. It was recognised that, in the current climate of financial cutbacks throughout the public sector, a cost benefit analysis of this potential concession would need to be considered with the assistance of an Equality Impact Assessment.

Members referred to a local campaign for the extension of the concessionary fares scheme to include rail travel which, it was believed, had received indications of support from a number of Kent local authorities including KCC. It was therefore considered that in seeking clarification of the position, the scheme as currently operated in the Borough should be commended to KCC on transfer of the function in order to maintain service to recipients and avoid the confusion of different authorities dealing with various elements of concessionary travel.

In commenting on the future arrangements for face-to-face contact with customers, Members suggested that applicants for travel concessions should be able to use any of the Gateways in Kent.

RECOMMENDED: That

(1) the position regarding transfer of responsibility for concessionary fares be noted subject to clarification of Kent County Council's position regarding the offer of rail concessions and commending the Borough Council's approach, and to future face-to-face contact being available to applicants at any Gateway facility; and

(2) it be noted that at a later date, if appropriate, the Council may need to consider the future provision of discretionary rail concessions and the associated impact in the light of potential further consultation with service users and the completion of the Equality Impact Assessment.

***Referred to Cabinet**

FP
10/058

APPLICATIONS FOR DISCRETIONARY RATE RELIEF

Decision Notice D100105MEM

The joint report of the Director of Finance and Cabinet Member for Finance gave details of renewal and new applications for discretionary rate relief which were considered in accordance with the revised guidelines for the grant of such relief. Two letters from

The Bridge Trust explaining the reasons for expansion of their operation at the site were taken into account.

RECOMMENDED: That the applications be determined as follows:

(1) Age Concern Malling, 6 West Street, West Malling and Rotary House, Norman Road, West Malling – 20% discretionary relief be awarded in respect of each property, time limited to 31 March 2011;

(2) The Bridge Trust, Units 1a, 3, 4, 5 and 7 at 9 Cannon Lane, Tonbridge – no discretionary relief be awarded on the grounds that use of the units does not meet the criteria for the award of such grant, being removed from the main work of the charity; and

(3) St James Centre Trust, The St James Centre, Chapman Way, East Malling – 20% relief be awarded, time limited to 31 March 2011.

**FP
10/059**

RURAL RATE RELIEF - RURAL SETTLEMENT LIST

Decision Notice D100106MEM

The report of the Director of Finance referred to the requirement to review the Council's rural settlement list and recommended that the current list be retained, unaltered, for the financial year 2011/12.

RECOMMENDED: That the current rural settlement list remain in force for the year 2011/12.

**FP
10/060**

MEDIUM TERM FINANCIAL STRATEGY AND INITIAL BUDGETARY GUIDANCE

Decision Notice D100107MEM

Consideration was given to the joint report of the Director of Finance and Cabinet Member for Finance which set out the factors that were likely to impact on the Council's finances for both the forthcoming budget cycle and Medium Term Financial Strategy. Endorsement was sought of the budgetary guidance issued to staff for the 2011/12 budget cycle.

It was noted that once the outcome of the Spending Review in October was known it would be necessary to update the Medium Term Financial Strategy and evaluate the size of the financial challenge faced by the Council. Early projections suggested a budget funding gap of between £1.9m and £2.6m depending on the extent of the cut in Government grant although there were more recent indications that this might be targeted at specific rather than formula grant.

RECOMMENDED: That

(1) the objectives of the Medium Term Financial Strategy be revisited as the budget cycle progresses and the financial challenge faced by the Council is assessed and updated; and

(2) the budgetary guidance issued to Chief Officers preparing and considering estimates and fees and charges for 2011/12, as set out at paragraph 1.4.2 of the report, be endorsed.

**FP
10/061**

FINANCIAL PLANNING AND CONTROL

Decision Notice D100108MEM

The report of the Director of Finance provided information on the Council's key budget areas of salaries, major income streams, investment income and the trading position of the Leisure Services Business Unit. It also gave an update on the variations agreed in relation to the revenue budget and areas identified through budgetary control. This was summarised to provide an indicative overall budget position. An update was also given on capital expenditure and variations agreed in relation to the capital plan.

RECOMMENDED: That the contents of the report be noted and endorsed.

**FP
10/062**

FINANCIAL ARRANGEMENTS WITH PARISH COUNCILS

Decision Notice D100109MEM

The joint report of the Director of Finance and Cabinet Member for Finance gave details of the proposed allocations to individual parish councils under the Scheme of Financial Arrangements with Parish Councils for the financial year 2011/12.

RECOMMENDED: That allocations to individual parish councils under the Scheme of Financial Arrangements for 2011/12, as set out at Annex 1 to the report, be noted and endorsed.

**FP
10/063**

TREASURY MANAGEMENT UPDATE

The report of the Director of Finance provided an overview of treasury management activities undertaken during the financial year to date in the context of the national economy and invited endorsement of the action taken. Attention was drawn to a temporary breach in duration limit following the purchase of 10 year gilts by the external fund manager and the fact that the system error had now been corrected.

RECOMMENDED: That

(1) the action taken by officers in respect of recent treasury management activities be endorsed; and

(2) the temporary breach in duration limit following the purchase of 10 year gilts by the external fund manager be noted.

***Referred to Cabinet**



FP
10/064

COUNCIL TAX AND BUSINESS RATES UPDATE REPORT

Decision Notice D100110MEM

The report of the Director of Finance gave details of recent developments in respect of council tax and business rates and sought endorsement of a change to the council tax collection procedure including the discontinuance of initial 'soft' reminders and an increase of the threshold limit for sending reminder notices.

RECOMMENDED: That the changes to the council tax collection procedure as outlined in the report be endorsed, subject to a review of the wording of the official reminders issued to ensure that customer care is not compromised.

FP
10/065

EFFICIENCY MONITORING STATEMENT AS AT JUNE 2010

Decision Notice D100111MEM

The joint report of the Director of Finance and Cabinet Member for Innovation and Improvement provided details of the efficiency gains achieved and projected as at June 2010 and of the Efficiency Statement due to be returned to the Department for Communities and Local Government in October.

RECOMMENDED: That

(1) the content of the Efficiency Monitoring Statement as at June 2010 be noted; and

(2) the Chief Executive and Director of Finance, in conjunction with the Leader and Cabinet Member for Innovation and Improvement, be authorised to approve the submission of the 2010/11 Statement to the Department for Communities and Local Government.

FP
10/066

LOCAL GOVERNMENT FINANCE FORMULA GRANT DISTRIBUTION CONSULTATION PAPER AND CONSULTATION ON REVENUE SUPPORT GRANT TOP-SLICE FOR IMPROVEMENT SERVICES TO LOCAL AUTHORITIES

Decision Notice D100112MEM

Consideration was given to the report of the Director of Finance which set out proposed responses to the consultation paper on proposed changes to local government formula grant funding arrangements and to the consultation on revenue support grant top-slice for improvement services.

RECOMMENDED: That

(1) the proposed response to the consultation paper 'Local Government Formula Grant Distribution', as set out at Annex 1 to the

report, be endorsed; and

(2) the proposed response to the consultation on Revenue Support Grant Top-Slice for Improvement Services, as set out at section 1.3 of the report, be endorsed subject to the addition of comments challenging the principle of top-slicing and seeking assurance that if the Local Government Association becomes the recipient of top-sliced funds, it will support the interests of all its members on an equitable basis.

**FP
10/067**

**CONSULTATION PAPER - 'LOCAL REFERENDUMS TO VETO
COUNCIL TAX INCREASES'**

Decision Notice D100113MEM

The report of the Director of Finance gave details of the response to a Department for Communities and Local Government consultation which had been submitted following consultation with Members of the Cabinet and Chairman of the Scrutiny Committee in order to meet the 10 September deadline for comments.

RECOMMENDED: That the response sent to the Department for Communities and Local Government on behalf of the Council, as set out at Annex 2 to the report, be confirmed.

**FP
10/068**

WELFARE REFORM

Decision Notice D100114MEM

The report of the Director of Finance summarised the Government's consultation document '21st Century Welfare' and put forward a proposed response for consideration.

RECOMMENDED: That the response to the consultation document, as set out at Annex 2 to the report, be endorsed subject to the amplification of the disincentives to a full return to work for people working under 16 hours per week or seeking voluntary experience, and removal of reference to means testing of child benefit.

MATTERS SUBMITTED FOR INFORMATION

**FP
10/069**

BENEFITS UPDATE

The report provided information on current issues arising in the benefits field including performance of the Benefits Service, the continuing increase in workload and several changes to the housing benefits system announced by the Chancellor of the Exchequer in his Emergency Budget.

**FP
10/070**

BENEFITS INVESTIGATION SECTION UPDATE

The report updated the Board on the current position within the Benefits Investigation section which was being managed by a

partnership arrangement with Gravesham Borough Council. Details were given of workload and cases completed to the end of August 2010 together with the introduction of the One Strike loss of benefit sanction.

MATTERS FOR CONSIDERATION IN PRIVATE

**FP
10/071** **EXCLUSION OF PRESS AND PUBLIC**

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

PART 2 - PRIVATE

MATTERS FOR RECOMMENDATION TO THE CABINET

**FP
10/072** **DEBTS FOR WRITE OFF**
(Reason: LGA 1972 Sch 12A Para 2 - Information likely to reveal information about an individual)

Decision Notice D100115MEM

Consideration was given to the writing-off of debts considered to be irrecoverable. Details were also given of debts under £1,000 which had been written-off in accordance with Financial Procedure Rule 17.2 (as updated at the meeting) together with cumulative totals of debts written-off in the current and previous financial years and information on budgeted bad debt provision.

RECOMMENDED: That the 21 items shown in the schedule totalling £110,438.25 be written-off for the reasons stated.

**FP
10/073** **PROPOSED LEASE OF WHITEGATES FIELD, WROTHAM**
(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)

Decision Notice D100116MEM

The report of the Central Services Director gave details of the proposed lease of Whitegates Field, Wrotham to Wrotham School for construction of an all-weather pitch.

RECOMMENDED: That the proposed lease of Whitegates Field to Wrotham School be granted under the terms and conditions outlined in the report.

**FP
10/074** **TONBRIDGE OUTDOOR POOL**
(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)

The joint report of the Chief Leisure Officer and the Cabinet Members

for Leisure, Youth and Arts and Finance sought confirmation of action taken to adjust the Capital Plan provision for the repair of the pipework at Tonbridge Outdoor Pool which enabled the project to proceed in accordance with the agreed time-scale.

RECOMMENDED: That

(1) the action taken in consultation with the relevant Cabinet Members and the Group Leaders to approve additional funding of £26,000 for the repair of the pipework to the outdoor pool in Tonbridge be confirmed; and

(2) the contribution from the Revenue Reserve for Capital Schemes be increased and the increased budget provision be shown in the Council's Capital Plan.

***Referred to Cabinet**

**FP
10/075**

**LARKFIELD LEISURE CENTRE - NEW CATERING, BAR AND
VENDING CONTRACT**

**(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs
of any particular person)**

The joint report of the Chief Leisure Officer, Central Services Director and the Cabinet Members for Leisure, Youth and Arts, and Finance sought approval of a Capital Improvement Scheme for the catering area at Larkfield Leisure Centre and a contracted-out business lease for the new catering, bar and vending contract.

RECOMMENDED: That

(1) the proposed Capital Plan Improvement Scheme for the kitchen and catering facilities at Larkfield Leisure Centre be transferred from List C to the Capital Plan on a fast track basis, enabling the works to be progressed over the coming Christmas closure period; and

(2) the proposed lease be granted under the terms and conditions outlined in the report.

***Referred to Cabinet**

The meeting ended at 2145 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100105MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Applications for Discretionary Rate Relief

(Joint report of Director of Finance and Cabinet Member for Finance)

(Annex 1)

(Annex 2)

(Annex 3)

(Annex 4)

Details were given of renewal and new applications for discretionary rate relief which were considered in accordance with the revised guidelines for the grant of such relief. Two letters from The Bridge Trust explaining the reasons for expansion of their operation at the site were taken into account.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the applications be determined as follows:

- 1) Age Concern Malling, 6 West Street, West Malling and Rotary House, Norman Road, West Malling – 20% discretionary relief be awarded in respect of each property, time limited to 31 March 2011;
- 2) The Bridge Trust, Units 1a, 3, 4, 5 and 7 at 9 Cannon Lane, Tonbridge – no discretionary relief be awarded on the grounds that use of the units does not meet the criteria for the award of such grant, being removed from the main work of the charity; and
- 3) St James Centre Trust, The St James Centre, Chapman Way, East Malling – 20% relief be awarded, time limited to 31 March 2011.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

[Councillor Worrall declared a personal and prejudicial interest as the Director of Age Concern Malling and he withdrew from the meeting during consideration of this item.]

Signed Cabinet Member for D Aikman

Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100106MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Rural Rate Relief - Rural Settlement List

(Report of Director of Finance)

The report referred to the requirement to review the Council's rural settlement list and recommended that the current list be retained, unaltered, for the financial year 2011/12.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the current rural settlement list remain in force for the year 2011/12.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: **CABINET MEMBER FOR
Finance**

Decision No: **D100107MEM**

Date: **29th September 2010**

Decision(s) and Reason(s)

Medium Term Financial Strategy and Initial Budgetary Guidance

(Joint report of Director of Finance and Cabinet Member for Finance)

Consideration was given to factors that were likely to impact on the Council's finances for both the forthcoming budget cycle and Medium Term Financial Strategy. Endorsement was sought of the budgetary guidance issued to staff for the 2011/12 budget cycle.

It was noted that once the outcome of the Spending Review in October was known it would be necessary to update the Medium Term Financial Strategy and evaluate the size of the financial challenge faced by the Council. Early projections suggested a budget funding gap of between £1.9m and £2.6m depending on the extent of the cut in Government grant although there were more recent indications that this might be targeted at specific rather than formula grant.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that:

- 1) the objectives of the Medium Term Financial Strategy be revisited as the budget cycle progresses and the financial challenge faced by the Council is assessed and updated; and
- 2) the budgetary guidance issued to Chief Officers preparing and considering estimates and fees and charges for 2011/12, as set out at paragraph 1.4.2 of the report, be endorsed.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100108MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Financial Planning and Control

(Report of Director of Finance)

(Annex 1)

(Annex 2)

(Annex 3)

The report provided information on the Council's key budget areas of salaries, major income streams, investment income and the trading position of the Leisure Services Business Unit. It also gave an update on the variations agreed in relation to the revenue budget and areas identified through budgetary control. This was summarised to provide an indicative overall budget position. An update was also given on capital expenditure and variations agreed in relation to the capital plan.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the contents of the report be noted and endorsed.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100109MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Financial Arrangements with Parish Councils

**(Joint report of Director of Finance and Cabinet Member for
Finance)
(Annex)**

**The report gave details of the proposed allocations to individual
parish councils under the Scheme of Financial Arrangements with
Parish Councils for the financial year 2011/12.**

Following consideration by the Finance and Property Advisory Board,
the Cabinet Member for Finance resolved that allocations to individual
parish councils under the Scheme of Financial Arrangements for
2011/12, as set out at Annex 1 to the report, be noted and endorsed.

Reasons: As set out in the report submitted to the Finance and Property
Advisory Board of 29 September 2010.

[Councillor Worrall declared a personal interest in this item on the
grounds of membership of West Malling Parish Council.]

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5
working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100110MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Council Tax and Business Rates Update Report

(Report of Director of Finance)

The report gave details of recent developments in respect of council tax and business rates and sought endorsement of a change to the council tax collection procedure including the discontinuance of initial 'soft' reminders and an increase in the threshold limit for sending reminder notices.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the changes to the council tax collection procedure as outlined in the report be endorsed, subject to a review of the wording of the official reminders issued to ensure that customer care is not compromised.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Innovation and Improvement**

Decision No: D100111MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Efficiency Monitoring Statement as at June 2010

**(Joint report of Director of Finance and Cabinet Member for
Finance and Innovation and Improvement)
(Annex)**

**The report provided details of the efficiency gains achieved and
projected as at June 2010 and of the Efficiency Statement due to be
returned to the Department for Communities and Local
Government in October.**

Following consideration by the Finance and Property Advisory Board,
the Cabinet Member for Innovation and Improvement resolved that:

- 1) the content of the Efficiency Monitoring Statement as at June 2010 be noted; and
- 2) the Chief Executive and Director of Finance, in conjunction with the Leader and Cabinet Member for Innovation and Improvement, be authorised to approve the submission of the 2010/11 Statement to the Department for Communities and Local Government.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Innovation and
Improvement:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: **CABINET MEMBER FOR
Finance**

Decision No: **D100112MEM**

Date: **29th September 2010**

Decision(s) and Reason(s)

**Local Government Finance Formula Grant Distribution
Consultation Paper and Consultation on Revenue Support Grant
Top-Slice for Improvement Services to Local Authorities**

**(Report of Director of Finance)
(Annex 1)
(Annex 2)**

**Consideration was given to proposed responses to the
consultation paper on proposed changes to local government
formula grant funding arrangements and to the consultation on
revenue support grant top-slice for improvement services.**

Following consideration by the Finance and Property Advisory Board,
the Cabinet Member for Finance resolved that:

- 1) the proposed response to the consultation paper 'Local Government Formula Grant Distribution', as set out at Annex 1 to the report, be endorsed; and
- 2) the proposed response to the consultation on Revenue Support Grant Top-Slice for Improvement Services, as set out at section 1.3 of the report, be endorsed subject to the addition of comments challenging the principle of top-slicing and seeking assurance that if the Local Government Association becomes the recipient of top-sliced funds, it will support the interests of all its members on an equitable basis.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100113MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Consultation Paper - 'Local Referendums to Veto Council Tax Increases'

(Report of Director of Finance)

(Annex 1)

(Annex 2)

Details were given of the response to a Department for Communities and Local Government consultation which had been submitted following consultation with Members of the Cabinet and Chairman of the Scrutiny Committee in order to meet the 10 September deadline for comments.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the response sent to the Department for Communities and Local Government on behalf of the Council, as set out at Annex 2 to the report, be confirmed.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100114MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Welfare Reform

**(Report of Director of Finance)
(Annex 1 (2.09 M/bytes))
(Annex 2)**

The report summarised the Government's consultation document '21st Century Welfare' and put forward a proposed response for consideration.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the response to the consultation document, as set out at Annex 2 to the report, be endorsed subject to the amplification of the disincentives to a full return to work for people working under 16 hours per week or seeking voluntary experience, and removal of reference to means testing of child benefit.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010.

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

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TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100115MEM

Date: 29th September 2010

Decision(s) and Reason(s)

Debts for Write Off

(Reason: LGA 1972 Sch 12A Para 2 - Information likely to reveal information about an individual)

(Report of Director of Finance)

(Annex)

Approval of the writing-off of debts considered to be irrecoverable. Details were also given of debts under £1,000 which had been written-off in accordance with Financial Procedure Rule 17.2 (as updated at the meeting) together with cumulative totals of debts written-off in the current and previous financial years and information on budgeted bad debt provision.

Following consideration by the Finance and Property Advisory Board, the Cabinet Member for Finance resolved that the 21 items shown in the schedule totalling £110, 438.25 be written-off for the reasons stated.

Reasons: As set out in the report submitted to the Finance and Property Advisory Board of 29 September 2010 (contains exempt information).

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Finance**

Decision No: D100116MEM

Date: 29th September 2010

Decision(s) and Reason(s)

**Proposed Lease of Whitegates Field, Wrotham
(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs
of any particular person)**

(Report of Central Services Director)

**The report gave details of the proposed lease of Whitegates Field,
Wrotham to Wrotham School for construction of an all-weather
pitch.**

Following consideration by the Finance and Property Advisory Board,
the Cabinet Member for Finance resolved that the proposed lease of
Whitegates Field to Wrotham School be granted under the terms and
conditions outlined in the report.

Reasons: As set out in the report submitted to the Finance and Property
Advisory Board of 29 September 2010 (contains exempt information).

Signed Cabinet Member for D Aikman
Finance:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 01 October 2010

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working days after publication unless it is called in.