

TONBRIDGE AND MALLING BOROUGH COUNCIL

COUNCIL MEETING

Tuesday, 19th May, 2015

At the Statutory Annual Meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 19th May, 2015

Present: Her Worship the Mayor (Councillor Mrs S L Luck), the Deputy Mayor (Councillor O C Baldock) Cllr Mrs J A Anderson, Cllr Ms J A Atkinson, Cllr M A C Balfour, Cllr Mrs S M Barker, Cllr M C Base, Cllr Mrs P A Bates, Cllr Mrs S Bell, Cllr R P Betts, Cllr T Bishop, Cllr P F Bolt, Cllr J L Botten, Cllr V M C Branson, Cllr Mrs B A Brown, Cllr T I B Cannon, Cllr M A Coffin, Cllr D J Cure, Cllr R W Dalton, Cllr D A S Davis, Cllr M O Davis, Cllr Mrs T Dean, Cllr T Edmondston-Low, Cllr B T M Elks, Cllr Mrs S M Hall, Cllr S M Hammond, Cllr Mrs M F Heslop, Cllr N J Heslop, Cllr S R J Jessel, Cllr D Keeley, Cllr Mrs F A Kemp, Cllr S M King, Cllr R D Lancaster, Cllr D Lettington, Cllr B J Luker, Cllr D Markham, Cllr P J Montague, Cllr Mrs A S Oakley, Cllr L J O'Toole, Cllr M Parry-Waller, Cllr S C Perry, Cllr M R Rhodes, Cllr H S Rogers, Cllr Miss J L Sergison, Cllr T B Shaw, Cllr Miss S O Shrubsole, Cllr C P Smith, Cllr Ms S V Spence, Cllr A K Sullivan, Cllr M Taylor, Cllr F G Tombolis, Cllr B W Walker and Cllr T C Walker

Apologies for absence were received from Councillor R V Roud

PART 1 - PUBLIC

C 15/31 ELECTION OF MAYOR

It was proposed by Councillor V Branson, seconded by Councillor M Rhodes and

RESOLVED: That Councillor O C Baldock be elected Mayor for the ensuing municipal year.

The Mayor, having made and subscribed the statutory declaration of acceptance of office, was invested with the Badge and Chain of Office, assumed the Chair and thanked Members for his election.

C 15/32 VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor B Luker, seconded by Councillor N Heslop and

RESOLVED: That the Council's sincere appreciation be recorded of the excellent manner in which the retiring Mayor, Councillor Mrs S L Luck

had performed her duties both in the Council Chamber and throughout the Borough during the preceding year.

C 15/33 ELECTION OF DEPUTY MAYOR

It was proposed by Councillor C Smith, seconded by Councillor N Heslop and

RESOLVED: That Councillor M R Rhodes be appointed Deputy Mayor for the ensuing municipal year.

The Deputy Mayor made and subscribed the statutory declaration of acceptance of office and thanked Members for his appointment.

C 15/34 MINUTES

RESOLVED: That the Minutes of the proceedings of the meeting of the Council held on 14 April 2015 be approved as a correct record and signed by the Mayor.

C 15/35 MAYOR'S ANNOUNCEMENTS

The Mayor announced that his nominated charities were The Bridge Trust, Tonbridge and Slide Away based in Wrotham, a charity offering bereavement support to children who had lost a sibling or near relative. He had appointed the Reverend Paul White as his Chaplain and the Civic Service would be held at St Mary's Church, Hadlow on Sunday 5 July.

The Mayor indicated that his Garden Party would be held at Hadlow College on 22 July. He offered congratulations to the College's floristry department on being awarded a Gold medal at the Chelsea Flower Show and to Dyson's Nurseries at Great Comp for winning a Silver-Gilt medal.

C 15/36 RETURNING OFFICER'S CERTIFICATE

The Chief Executive, as Returning Officer, submitted her report listing persons who had been elected as Councillors at the Borough Council Elections held on 7 May 2015.

The Council's thanks were recorded to the Returning Officer and all staff involved for their efficiency during the polling and count for all elections and for the transmission of results.

C 15/37 ELECTION OF LEADER

It was proposed by Councillor M Coffin, seconded by Councillor A Sullivan and

RESOLVED: That Councillor N Heslop be elected as Leader of the Council for the ensuing four years.

C 15/38 APPOINTMENT OF CABINET

The Leader presented details of the composition of the Cabinet.

RESOLVED: That it be noted that the Cabinet will comprise five Members (in addition to the Leader) with the responsibilities indicated:

Councillor Mrs J Anderson - Housing and Environment Services
Councillor M Coffin - Finance, Innovation and Property and Deputy Executive Leader
Councillor Mrs M Heslop – Community Services
Councillor B Luker – Community Safety
Councillor H Rogers - Planning and Transportation
The Economic Regeneration portfolio to be held by the Leader

C 15/39 CHANGES TO THE CONSTITUTION

The report of the Director of Central Services and Monitoring Officer sought approval of changes to the Constitution to reflect the responsibilities of the new Cabinet Members together with consequent changes to the terms of reference of Advisory Boards. In addition a minor amendment to the Executive Procedure Rules was proposed to address an anomaly arising from the Leader holding a Cabinet portfolio.

RESOLVED: That the Monitoring Officer be authorised to make the appropriate consequential changes to the Council's Constitution to give effect to

- (1) the proposed portfolios for Cabinet Members as set out at Annex 1 to the report;
- (2) the proposed terms of reference for Advisory Boards as set out at Annex 2 to the report; and
- (3) the proposed changes to the Executive Procedure Rules set out at paragraph 1.1.6 of the report.

C 15/40 POLITICAL BALANCE ARRANGEMENTS

The report of the Director of Central Services and Monitoring Officer set out details of the political balance arrangements required to be applied to the Council's committees, sub-committees, advisory boards and panels following the elections held on 7 May 2015.

RESOLVED: That the composition of all committees, sub-committees, advisory boards and panels be approved in accordance with the table set out at paragraph 1.1.4 of the report and the Monitoring Officer make

any consequential amendments to the Council's Constitution in respect of political balance.

C 15/41 APPOINTMENT OF COMMITTEES

RESOLVED: That appointments to the Committees of the Council for the ensuing municipal year be made as follows:-

Overview and Scrutiny Committee

Councillor Ms J Atkinson	Councillor P Montague
Councillor M Base	Councillor Mrs A Oakley
Councillor P Bolt	Councillor M Rhodes
Councillor J Botten	Councillor Miss J Sergison
Councillor R Dalton	Councillor Miss S Shrubsole
Councillor S Hammond	Councillor Ms S Spence
Councillor S Jessel	Councillor A Sullivan
Councillor Mrs F Kemp	Councillor M Taylor
Councillor D Lettington	Councillor T Walker

Licensing and Appeals Committee

Councillor Mrs J Anderson	Councillor Mrs F Kemp
Councillor O Baldock	Councillor S King
Councillor M Base	Councillor H Rogers
Councillor Mrs P Bates	Councillor R Roud
Councillor Mrs B Brown	Councillor A Sullivan
Councillor M Coffin	Councillor M Taylor
Councillor R Dalton	Councillor F Tombolis
Councillor B Elks	

General Purposes Committee

Councillor M Balfour	Councillor S Perry
Councillor Mrs S Bell	Councillor H Rogers
Councillor P Bolt	Councillor R Roud
Councillor M Coffin	Councillor C Smith
Councillor Mrs S Hall	Councillor Ms S Spence
Councillor N Heslop	Councillor M Taylor
Councillor D Markham	Councillor T Walker

Audit Committee

Councillor M Base	Councillor S Jessel
Councillor T Bishop	Councillor S King
Councillor V Branson	Councillor Mrs S Luck
Councillor T Edmondston-Low	Councillor M Parry-Waller
Councillor B Elks	

Joint Standards Committee

Councillor Ms J Atkinson
Councillor Mrs P Bates
Councillor Mrs S Bell
Councillor R Betts
Councillor Mrs B Brown
Councillor D Cure
Councillor D Davis
Councillor Mrs T Dean
Councillor T Edmondston-Low
Councillor D Lettington
Councillor P Montague
Councillor Miss J Sergison
Councillor C Smith

(Parish members to be appointed from a pool of nominated representatives)

A Hearing Panel will be appointed from members of the Joint Standards Committee as necessary.

Area 1 Planning Committee

Councillor Mrs J Anderson	Councillor B Elks
Councillor Ms J Atkinson	Councillor Mrs M Heslop
Councillor O Baldock	Councillor N Heslop
Councillor Mrs P Bates	Councillor R Lancaster
Councillor P Bolt	Councillor M Rhodes
Councillor J Botten	Councillor H Rogers
Councillor V Branson	Councillor Miss J Sergison
Councillor D Cure	Councillor C Smith
Councillor M Davis	Councillor Ms S Spence
Councillor T Edmondston-Low	Councillor F Tombolis

(For the Wards of Cage Green; Castle; that part of the Hadlow and East Peckham Ward within the parish of Hadlow; Higham; Hildenborough; Judd; Medway; Trench; and Vauxhall)

Area 2 Planning Committee

Councillor Mrs J Anderson	Councillor P Montague
Councillor M Balfour	Councillor L O'Toole
Councillor Mrs S Barker	Councillor S Perry
Councillor R Betts	Councillor H Rogers
Councillor M Coffin	Councillor Miss J Sergison
Councillor S Jessel	Councillor T Shaw
Councillor Mrs F Kemp	Councillor Miss S Shrubsole
Councillor Mrs S Luck	Councillor M Taylor
Councillor B Luker	

(For the Wards of Borough Green and Long Mill; Downs and Mereworth; that part of the Hadlow and East Peckham Ward outside the parish of Hadlow; Kings Hill; Wateringbury; West Malling and Leybourne; and Wrotham, Ightham and Stansted)

Area 3 Planning Committee

Councillor M Base	Councillor D Keeley
Councillor Mrs S Bell	Councillor S King
Councillor T Bishop	Councillor D Lettington
Councillor Mrs B Brown	Councillor D Markham
Councillor T Cannon	Councillor Mrs A Oakley
Councillor R Dalton	Councillor M Parry-Waller
Councillor D Davis	Councillor R Roud
Councillor Mrs T Dean	Councillor A Sullivan
Councillor Mrs S Hall	Councillor B Walker
Councillor S Hammond	Councillor T Walker

(For the Wards of Aylesford North and Walderslade; Aylesford South; Burham and Wouldham; Ditton; East Malling; Larkfield North; Larkfield South; Snodland East and Ham Hill; and Snodland West and Holborough Lakes)

C 15/42 APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN

RESOLVED: That appointment of the Chairman and Vice-Chairman of each Committee, Board, Panel and Group for the ensuing municipal year be made as follows:-

<u>COMMITTEE</u>	<u>CHAIRMAN</u>	<u>VICE-CHAIRMAN</u>
Overview and Scrutiny Committee	Councillor A Sullivan	Councillor Mrs A Oakley Councillor Miss S Shrubsole
Licensing and Appeals Committee	Councillor R Dalton	Councillor Mrs P Bates
General Purposes Committee	Councillor Ms S Spence	Councillor P Bolt
Audit Committee	Councillor V Branson	Councillor T Edmondston-Low
Joint Standards Committee	Councillor Miss J Sergison	Councillor D Cure Councillor D Davis
Area 1 Planning Committee	Councillor R Lancaster	Councillor V Branson

Area 2 Planning Committee	Councillor Mrs F Kemp	Councillor S Jessel
Area 3 Planning Committee	Councillor M Parry Waller	Councillor D Lettington
Parish Partnership Panel	Councillor N Heslop	Councillor M Coffin
Tonbridge Forum	Councillor N Heslop	Councillor C Smith
Communities Advisory Board	Councillor M Rhodes	Councillor D Keeley
Economic Regeneration Advisory Board	Councillor S King	Councillor S Jessel
Finance, Innovation and Property Advisory Board	Councillor Mrs F Kemp	Councillor Mrs B Brown
Housing and Environment Services Advisory Board	Councillor M Davis	Councillor Ms J Atkinson
Planning and Transportation Advisory Board	Councillor D Davis	Councillor Miss Shrubsole
Electoral Review Working Group	Councillor N Heslop	Councillor M Balfour
Housing Associations Liaison Panel	Councillor Mrs J Anderson	
Joint Employee Consultative Committee	Councillor M Coffin	Councillor M Balfour
Joint Transportation Board	Councillor H Rogers	Vice-Chairmanship with KCC

C 15/43 APPOINTMENT OF ADVISORY PANELS AND BOARDS AND OTHER MEMBER GROUPS

RESOLVED: That appointments to the Advisory Panels, Boards and other Member Groups of the Council for the ensuing municipal year be made as follows:-

PANEL/BOARDMEMBERS

Parish Partnership Panel

Councillor Mrs J Anderson
Councillor Mrs S Barker
Councillor R Betts
Councillor T Cannon
Councillor M Coffin *
Councillor R Dalton
Councillor Mrs S Hall
Councillor S Hammond
Councillor N Heslop **
Councillor D Lettington
Councillor D Markham
Councillor R Roud
Councillor T Shaw

Tonbridge Forum

Councillor Mrs J Anderson
Councillor Ms J Atkinson
Councillor Mrs P Bates
Councillor P Bolt
Councillor J Botten
Councillor V Branson
Councillor D Cure
Councillor T Edmondston-Low
Councillor N Heslop **
Councillor R Lancaster
Councillor C Smith*
Councillor Ms S Spence
Councillor F Tombolis

Communities Advisory
Board

Councillor O Baldock
Councillor Mrs S Barker
Councillor Mrs P Bates
Councillor Mrs S Bell
Councillor V Branson
Councillor T Cannon
Councillor Mrs T Dean
Councillor S Hammond
Councillor D Keeley*
Councillor Mrs S Luck
Councillor P Montague
Councillor L O'Toole
Councillor S Perry
Councillor M Rhodes**
Councillor T Shaw
Councillor B Walker

PANEL/BOARD

Economic Regeneration
Advisory Board

Finance, Innovation and
Property Advisory Board

MEMBERS

Councillor Mrs S Barker
Councillor M Base
Councillor R Betts
Councillor T Bishop
Councillor J Botten
Councillor T Cannon
Councillor M Davis
Councillor S Jessel*
Councillor S King**
Councillor R Lancaster
Councillor Mrs S Luck
Councillor Miss J Sergison
Councillor C Smith
Councillor F Tombolis
Councillor B Walker
Councillor T Walker

Councillor O Baldock
Councillor Mrs S Bell
Councillor R Betts
Councillor T Bishop
Councillor J Botten
Councillor Mrs B Brown*
Councillor T Cannon
Councillor D Cure
Councillor M Davis
Councillor Mrs F Kemp**
Councillor R Lancaster
Councillor D Lettington
Councillor L O'Toole
Councillor Miss J Sergison
Councillor A Sullivan
Councillor B Walker

PANEL/BOARD

Housing and Environment
Services Advisory Board

MEMBERS

Councillor Ms J Atkinson*
Councillor M Balfour
Councillor V Branson
Councillor D Cure
Councillor R Dalton
Councillor M Davis **
Councillor Mrs S Hall
Councillor S Hammond
Councillor D Keeley
Councillor D Markham
Councillor Mrs A Oakley
Councillor L O'Toole
Councillor S Perry
Councillor M Rhodes
Councillor T Shaw
Councillor Ms S Spence

Planning and
Transportation Advisory
Board

Councillor M Balfour
Councillor Mrs Barker
Councillor P Bolt
Councillor V Branson
Councillor D Davis**
Councillor T Edmondston-Low
Councillor B Elks
Councillor Mrs F Kemp
Councillor R Lancaster
Councillor L O'Toole
Councillor M Parry-Waller
Councillor S Perry
Councillor R Roud
Councillor Miss S Shrubsole*
Councillor A Sullivan
Councillor M Taylor

Electoral Review Working
Group

Councillor O Baldock
Councillor M Balfour*
Councillor M Coffin
Councillor Mrs T Dean
Councillor N Heslop **
Councillor D Lettington
Councillor D Markham
Councillor P Montague
Councillor A Sullivan

PANEL/BOARDMEMBERS

Housing Associations
Liaison Panel

Councillor Mrs J Anderson **
Councillor Ms J Atkinson
Councillor M Davis
Councillor D Keeley
Councillor Mrs A Oakley

Joint Employee
Consultative Committee

Councillor M Balfour *
Councillor T Bishop
Councillor P Bolt
Councillor Mrs B Brown
Councillor M Coffin **
Councillor Mrs S Hall
Councillor B Luker
Councillor Miss S Shrubsole
Councillor T Walker

Joint Transportation Board

Councillor D Davis
Councillor N Heslop
Councillor Mrs F Kemp
Councillor R Lancaster
Councillor M Parry-Waller
Councillor H Rogers**
Councillor M Taylor

Chairmanship with TMBC,
Vice-Chairmanship with
KCC in 2015/16

** Denotes Chairman

* Denotes Vice-Chairman

C 15/44 APPOINTMENT TO OUTSIDE BODIES

RESOLVED: That appointments to serve on outside bodies for the ensuing municipal year be made as follows:-

Kent County Playing Fields
Association

Councillor Mrs M Heslop

Age UK Sevenoaks and Tonbridge

Councillor Ms J Atkinson
Councillor D Cure
Councillor Ms S Spence

Age Concern (Malling)

Councillor Brian Luker

Citizens Advice in North and West
Kent

Mrs S Murray

Maidstone and District Care Committee for Chest, Heart and Stroke	Councillor S Hammond
West Kent Relate	Councillor Ms S Spence
Action with Communities in Rural Kent	Councillor R Dalton Councillor Miss J Sergison
Maidstone Mediation Scheme	Councillor Mrs B Brown
Tourism South East	Councillor Mrs M Heslop
Education Area Briefings	Councillor Mrs M Heslop
Kent Downs AONB Joint Advisory Committee	Councillor H Rogers
Basted Mill Public Open Space Joint Committee	Councillor M Coffin Councillor S Perry
Snodland Partnership	Councillor Mrs S Bell Councillor D Keeley Councillor D Lettington
South East England Councils (Leaders' Forum)	Councillor N Heslop (Substitute: Councillor M Coffin)
Youth and Community Centres/Project Management Committees	Councillor Mrs M Heslop
LGA General Assembly	Councillor N Heslop (Substitute: Councillor M Coffin)
West Kent Partnership	Councillor B Luker
Parking and Traffic Regulations Outside London Adjudication Joint Committee	Councillor D Davis (Deputy: Councillor Miss S Shrubsole)
Rochester Airport Consultative Committee	Councillor A Sullivan
Maidstone and Tunbridge Wells NHS Trust Community Involvement Group	Councillor M Rhodes
KCC Health Overview and Scrutiny Committee	Councillor Mrs M Heslop

Malling Holmesdale Federation Trust	Miss A Moloney
Kent and Medway Police and Crime Panel	Councillor B Luker
Kent Flood Risk Management Board	Councillor H Rogers
Tonbridge and Malling Leisure Trust	Councillor R Betts Councillor M Davis

C 15/45 SCHEME OF DELEGATIONS

Members were invited to confirm the Scheme of Delegations in compliance with the Constitution.

RESOLVED: That

- (1) those parts of the Scheme of Delegations set out in Part 3 of the Constitution which are for the Council to approve be confirmed;
- (2) the Leader's recommendations for decision making by individual executive Members set out in Part 3 of the Constitution be adopted; and
- (3) the current scheme of delegation to officers in respect of executive functions set out in Part 3 of the Constitution be re-adopted.

C 15/46 PROGRAMME OF MEETINGS 2015/16

The programme of Council, Cabinet, Committee and Advisory Board and Panel meetings for the ensuing year and to December 2016 was presented for approval.

RESOLVED: That the programme of meetings be approved.

C 15/47 SEALING OF DOCUMENTS

RESOLVED: That authority be given for the Common Seal of the Council to be affixed to any instrument to give effect to a decision of the Council incorporated into these Minutes and proceedings.

The meeting ended at 8.20 pm