

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

Gibson Building

Gibson Drive

Kings Hill, West Malling

Kent ME19 4LZ

West Malling (01732) 844522

To: MEMBERS OF THE COUNCIL

Dear Sir/Madam

I hereby summon you to attend the Statutory Annual Meeting of the Tonbridge and Malling Borough Council which will be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 19th May, 2015 at 7.30 pm, when the following business is proposed to be transacted:-

PART 1 - PUBLIC

1. Election of Mayor

To elect the Mayor for the ensuing year.

2. Vote of Thanks to Retiring Mayor

To propose a vote of thanks to the outgoing Mayor.

3. Election of Deputy Mayor

To elect the Deputy Mayor for the ensuing year.

4. Apologies for absence

5. Minutes

5 - 10

To confirm as a correct record the Minutes of the meeting of Council held on 14 April 2015

6. Mayor's Announcements

7. Returning Officer's Certificate

To Follow

To receive the Returning Officer's Certificate of the result of the elections.

8. Election of Leader
To elect the Leader for the ensuing four years.
9. Appointment of Cabinet To Follow
Subject to the outcome of the above, the Council to note the Leader's appointment of a deputy executive leader and appointments to the Cabinet and the portfolios they will hold. (Details will be circulated at the meeting).
10. Changes to the Constitution To Follow
11. Political Balance Arrangements To Follow
12. Appointment of Committees To Follow
To consider the establishment and composition of the Committees of the Council and their Sub-Committees for the ensuing year. (Details of nominations will be circulated at the meeting).
13. Appointment of Chairmen and Vice-Chairmen To Follow
To appoint the Chairmen and Vice-Chairmen of each Committee. (Details of nominations will be circulated at the meeting).
14. Appointment of Advisory Panels and Boards and Other Member Groups To Follow
To appoint Advisory Panels and Boards and Other Member Groups for the ensuing year. (Details of nominations will be circulated at the meeting).
15. Appointment to Outside Bodies To Follow
To appoint representatives to serve on outside bodies. (Details of nominations will be circulated at the meeting).
16. Scheme of Delegations
 - a) To agree those parts of the scheme of delegation set out in Part 3 of the Constitution which are for the Council to approve.
 - b) To receive the Leader's recommendations concerning the arrangements for decision-making by individual executive Members and the re-adoption of the current scheme of delegation to officers in respect of executive functions set out in Part 3 of the Constitution.
17. Programme of Meetings 2015/16 To Follow
To approve the programme of meetings for the ensuing year.

18. Sealing of Documents

To authorise the Common Seal of the Council to be affixed to any Contract, Minute, Notice or other document requiring the same.

JULIE BEILBY
Chief Executive
Monday, 11 May 2015

At the conclusion of the meeting the Mayor, Deputy Mayor and the Chief Executive will leave the Council Chamber. Members and guests are requested to remain in the Chamber until an announcement is made that the Mayor is ready to receive guests for the Reception in the Dining Hall.

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TONBRIDGE AND MALLING BOROUGH COUNCIL

COUNCIL MEETING

Tuesday, 14th April, 2015

At the meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 14th April, 2015

Present: Her Worship the Mayor (Councillor Mrs S Luck), the Deputy Mayor (Councillor O C Baldock), Cllr A W Allison, Cllr Mrs J A Anderson, Cllr J Atkins, Cllr Ms J A Atkinson, Cllr J A L Balcombe, Cllr M A C Balfour, Cllr Mrs J M Bellamy, Cllr P F Bolt, Cllr V M C Branson, Cllr Mrs B A Brown, Cllr C Brown, Cllr F R D Chartres, Cllr M A Coffin, Cllr D J Cure, Cllr D A S Davis, Cllr M O Davis, Cllr Mrs C M Gale, Cllr Mrs M F Heslop, Cllr N J Heslop, Cllr Mrs E M Holland, Cllr P J Homewood, Cllr D Keeley, Cllr Mrs F A Kemp, Cllr S M King, Cllr B J Luker, Cllr Miss A Moloney, Cllr Mrs S Murray, Cllr M Parry-Waller, Cllr M R Rhodes, Cllr A G Sayer, Cllr Miss J L Sergison, Cllr Miss S O Shrubsole, Cllr Mrs E A Simpson, Cllr C P Smith, Cllr A K Sullivan, Cllr R Taylor, Cllr D J Trice and Cllr Mrs C J Woodger

Apologies for absence were received from Councillors Mrs P Bates, T Bishop, R W Dalton, T Edmondston-Low, R D Lancaster, Mrs A S Oakley, T J Robins, H S Rogers, D W Smith, Ms S V Spence and M Taylor

PART 1 - PUBLIC

C 15/19 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

C 15/20 MINUTES

RESOLVED: That the Minutes of the proceedings of the meeting of the Council held on 17 February 2015 be approved as a correct record and signed by the Mayor.

C 15/21 MAYOR'S ANNOUNCEMENTS

The Mayor reported on some of the memorable events since the last meeting including the final concert of the Kent international piano courses; the Mayor of Medway's visit to the Oliver Fisher neonatal baby unit; Tonbridge Lions Charter Night and the Lord Lieutenant of Kent's Civic Service at Rochester Cathedral. The Mayor had also attended Heusenstamm Friendship Circle's annual general meeting and dinner;

the Cadet Force annual inspection and gala dinner; Tonbridge Camera Club's exhibition and the naming ceremony and launch of the new boat and river trip in Tonbridge. She then displayed a gift received from the Federation of UK Guangdong Chinese.

The Mayor highlighted her Royal Agricultural Benevolent Institution (RABI) Charity Dinner, where over £4,000 had been raised, and the successful Oast Theatre Performance of 'When We Are Married'. Forthcoming events included the Dressage Horse Show at Hadlow College on 19 April and the Buckmore Park Karting Evening on 27 April.

C 15/22 QUESTIONS FROM THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 5.6

No questions were received from members of the public pursuant to Council Procedure Rule No 5.6.

C 15/23 QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE NO 5.5

No questions were received from Members pursuant to Council Procedure Rule No 5.5.

C 15/24 LEADER'S ANNOUNCEMENTS

The Leader reported that since the last meeting the devastating news had been received of Aylesford Newsprint going into administration. At the time the company employed some 300 people locally and the news had come as a shock to the staff. In response, officers from the Council had put in place arrangements with JobCentre Plus, neighbouring authorities and the administrators to support those employees affected.

Reference was made to the ongoing impact on the Council in terms of lost recycling income and business rates. In respect of the latter, just before Parliament was dissolved, the Leader was able to secure a meeting with the local government minister, Kris Hopkins, to make him aware of the significant impact on the Council's business rate income. The Chief Executive, Director of Finance and Transformation, Councillor Coffin and Tracey Crouch MP had also attended the meeting and were made aware of a Treasury long term review of business rates. As part of this, there was already a commitment to consider how to respond to situations where the long term loss of a business site had such a crippling effect on the business rate base of a local authority.

The Leader was pleased to record that Dennis Gardner, Waste and Street Scene Manager, had moved with considerable speed, working with Green Waste Recycling, Smurfit Kappa, Snodland and Veolia to ensure a continued paper recycling service for residents.

The Leader reported that over the past 12 months, a number of long standing staff had left the authority and he mentioned each one and their length of service: Shirley Andrews, Kath Armstrong, Phil Beddoes, Roy Edwards, Paul Griffin, Neil Hewett, Bruce Hill, Chris Hughes, Audrey Page and Lindsay Pearson. A further four members of staff were leaving during the coming months: Cliff Cochrane, Janet Maxwell, Mike O'Brien and Mick Sayer. He indicated that the length of service of each one was a testament to their own loyalty to the Council but suggested that it also said something about the organisation - how it treated its staff and the culture that guided how the residents were served.

The Leader stated that this meeting of the Council would also be the last for a number of colleagues stepping down at the election and he paid individual tribute to them during their years of service: Councillors Andy Allison (24 yrs), Julian Atkins (4 yrs), John Balcombe (8 yrs), Jeannett Bellamy (4 yrs), Rodney Chartres (9 yrs), Jessica Elks (4 yrs), Carol Gale (4 yrs), Liz Holland (12 yrs), Peter Homewood (16 yrs), Anne Moloney (8 yrs), Sue Murray (16 yrs), Trevor Robins (12 yrs), Liz Simpson (24 yrs), David Smith (8 yrs), David Trice (4 yrs) and Christine Woodger (16 yrs).

He recorded special personal appreciation to Sue Murray for her dedicated service and professionalism in the planning and transportation portfolio and in taking the position of Mayor in consecutive years; to Anne Moloney for her chairing of the Overview and Scrutiny Committee during the past four years and for her advice and support; to John Balcombe for developing the newly created economic regeneration portfolio and establishing closer links for the Council with local chambers of commerce and the Federation of Small Businesses; and to Liz Simpson who had served the authority as chairman of the Housing Committee, the first cabinet member for housing and leader of the opposition in which capacity he particularly wished to thank her for her constructive approach.

The Leader concluded by remarking that each of the 16 colleagues retiring from the Council deserved recognition and appreciation for public service to the local communities and the whole Borough. He invited Members to join him in wishing them all the best for the future.

C 15/25 PROPOSED LICENCE CONDITIONS FOR THE HOMEBOARDING OF DOGS AND CATS AND DOG DAY CARE ESTABLISHMENTS

Item LA 15/17 referred from Licensing and Appeals Committee minutes of 18 March 2015

RESOLVED: That the recommendations at Minute LA 15/17 be approved.

C 15/26 AUDIT COMMITTEE - ANNUAL REPORT

Item AU 15/17 referred from Audit Committee minutes of 7 April 2015

RESOLVED: That the recommendations at Minute AU 15/17 be approved.

C 15/27 APPOINTMENTS TO OUTSIDE BODIES

Consideration was given to the report of the Director of Central Services regarding the appointment of a Trustee of the Tonbridge Town Lands and Richard Mylls Charity following the resignation of Mr Norman Acaster MBE.

RESOLVED: That Mr Eddie Prescott be appointed as a Trustee of the Tonbridge Town Lands and Richard Mylls Charity for the term of office to October 2018 and the Council's thanks to Mr Norman Acaster be recorded for his long service to the Charity.

C 15/28 DIVERSION OF PUBLIC FOOTPATH MR244 (PART) IGHTHAM

The report of the Director of Central Services sought authority for diversion of part of Public Footpath MR244 at Ightham, there having been no opportunity for the matter to be considered by the Area 2 Planning Committee prior to the Council meeting.

RESOLVED: That approval be given to

- (1) the making of an order under section 257 of the Town and Country Planning Act 1990 to divert Public Footpath MR244 (part) at Ightham, as shown at Appendix A to the report, in order for development to be carried out; and
- (2) the confirmation of the order if unopposed; or
- (3) referral of the order to the Planning Inspectorate if any objections are sustained.

C 15/29 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.

PART 2 - PRIVATE

C 15/30 TONBRIDGE TOWN LOCK SCHEME

(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)

Item CB 15/35 referred from Cabinet minutes of 24 March 2015

RESOLVED: That the recommendations at Minute CB 15/35 be approved.

The meeting ended at 7.53 pm

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