

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140001MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Applications for Discretionary Rate Relief**

**Details were given of renewal applications for discretionary rate relief and new applications for discretionary rate relief and rural rate relief which were considered in accordance with the previously agreed criteria for determining such applications.**

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

- 1) in respect of the reapplications for relief set out at Annex 2 to the report, 20% discretionary rate relief be awarded in each case with effect from 1 April 2013, time limited to 31 March 2015;
- 2) the new applications for discretionary rate relief be determined as follows:  
  
Tonbridge and Malling Leisure Trust Facilities at 1-5 Martin Square, Larkfield; Larkfield Leisure Centre; Angel Centre, Tonbridge; Tonbridge Swimming Pool and Poulton Wood Golf Centre – 20% discretionary relief be awarded as set out at Annex 3 to the report, time limited to 31 March 2015;  
  
Think Twice Limited in respect of 17 Kings Hill Avenue and Suite 1, 35 Kings Hill Avenue, Kings Hill, West Malling – no discretionary relief be awarded; and
- 3) in respect of the new application for rural rate relief for the Post Office at 30 Swan Street, West Malling, 40% discretionary relief be awarded time limited to 31 March 2015.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014.

Signed Cabinet Member for  
Finance, Innovation and  
Property

M Coffin

Signed Leader:

N Heslop

Signed Chief Executive:

J Beilby

Date of publication:

10 January 2014

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.

**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140002MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Council Tax and Business Rates Update Report**

**The report gave details of recent developments in respect of council tax and business rates and recommended a change to the options available for the payment of council tax.**

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

Payment books no longer be produced for council tax payments.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      10 January 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140003MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Extension of Insurance Arrangements**

**Consideration was given to the extension of the Council's current insurance contract for a further three years.**

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

The existing insurance arrangements with Zurich Municipal be extended for a period of three years to June 2017.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      10 January 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140004MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

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

**Approval of the writing-off of debts considered to be irrecoverable. The circumstances surrounding one particular business rate debt were drawn to the attention of Members and discussed. Details were also given of debts under £1,000 which had been written off in accordance with Financial Procedure Rule 17.2 together with cumulative totals of debts in the current and previous financial years and information on budgeted bad debt provision.**

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

The 55 items shown in the schedule totalling £201,159.56 be written off for the reasons stated without adjustment.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      10 January 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140005MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Proposed New Leases of Shop Units at Twisden Road, East Malling (Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)**

**The report gave details of proposed terms and conditions for new leases on four premises located at Twisden Road, East Malling.**

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

The new leases be offered on the terms outlined in the report.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140006MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Proposed Licence Agreements for Catering and Fishing Arrangements at Leybourne Lakes Country Park (Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)**

**Further to Decision No D130146MEM, the report gave details of proposed licences for catering and fishing arrangements to be granted following the results of competitive quotations.**

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

- 1) licences be granted to the two local fishing clubs as detailed in the report; and
- 2) on the results of the 'Best Quotations' exercise, the catering and main fishing licences be granted to the successful applicants on the basis set out in the report.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

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**Decision Taken By: Cabinet Member for Finance,  
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**Decision No:  
D140007MEM**

**Date: 08 January 2014**

**Decision(s) and Reason(s)**

**Proposals for the Future of Two Disused Public Conveniences (Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)**

**Following the decision to close the Council's public conveniences at Lamberts Yard and The Ridgeway, Tonbridge with effect from 1 April 2013 (Decision No D120156MEM), consideration was given to the future options for the buildings.**

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

The future of the disused public conveniences be progressed via public auction on the basis set out in the report.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 8 January 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

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