



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

Gibson Building
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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Committee Services
committee.services@tmbc.gov.uk

6 May 2014

To: MEMBERS OF THE FINANCE, INNOVATION AND PROPERTY ADVISORY BOARD

(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Finance, Innovation and Property Advisory Board to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Wednesday, 14th May, 2014 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

1. Apologies for absence
2. Declarations of interest
3. Minutes

5 - 12

To confirm as a correct record the Notes of the meeting of the Finance, Innovation and Property Advisory Board held on Wednesday, 8 January 2014

Matters for recommendation to the Cabinet

- | | | |
|----|---|----------|
| 4. | National Non-Domestic Rates - New Build Empty Property Relief and Reoccupation Relief | 13 - 40 |
| 5. | Corporate Debt Recovery Policy | 41 - 68 |
| 6. | Administration of Business Rates | 69 - 76 |
| 7. | Applications for Discretionary Rate Relief | 77 - 86 |
| 8. | Financial Planning and Control | 87 - 110 |

Matters submitted for Information

- | | | |
|-----|---|-----------|
| 9. | E-Billing Update | 111 - 114 |
| 10. | Flood Support Schemes Update | 115 - 120 |
| 11. | Publication of Allowances Paid to Members During the Financial Year 2013/14 | 121 - 124 |
| 12. | Benefits Update | 125 - 126 |
| 13. | Council Tax and Business Rates Update | 127 - 128 |
| 14. | Fraud Update | 129 - 138 |
| 15. | Urgent items | |

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

16. Exclusion of Press and Public

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

Matters for Recommendation to the Cabinet

- | | | |
|-----|---------------------|-----------|
| 17. | Debts for Write Off | 139 - 144 |
|-----|---------------------|-----------|

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

- | | | |
|-----|---|-----------|
| 18. | Proposed Terms of New Lease for Storage Container at
Leybourne Lakes | 145 - 146 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |
| 19. | Proposed Lease Renewal of Shop at Lodge Oak Lane,
Tonbridge | 147 - 148 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |
| 20. | Licence Agreement with Kent County Council for Permissive
Footpath at Medway Wharf Road, Tonbridge | 149 - 152 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |
| 21. | Proposed Rent Review Change to Lease of River Walk Offices,
Tonbridge | 153 - 154 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |
| 22. | Proposed New Terms for Lease of Car Park to Tonbridge
Farmers Market | 155 - 158 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |
| 23. | Transfer of Land at Tonbridge Sportsground | 159 - 162 |
| | (LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person) | |

Matters submitted for Information

24. Urgent items

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

To be determined at Annual Council