

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, 16th May, 2017 at 7.30 pm, when the following business is proposed to be transacted:-

PART 1 - PUBLIC

- | | | |
|----|--|---------|
| 1. | Election of Mayor | 5 - 6 |
| | To elect the Mayor for the ensuing year. | |
| 2. | Vote of Thanks to Retiring Mayor | 7 - 8 |
| | To propose a vote of thanks to the outgoing Mayor. | |
| 3. | Election of Deputy Mayor | 9 - 10 |
| | To elect the Deputy Mayor for the ensuing year. | |
| 4. | Apologies for absence | 11 - 12 |
| 5. | Minutes | 13 - 20 |
| | To confirm as a correct record the Minutes of the meeting of Council held on 11 April 2017 | |
| 6. | Mayor's Announcements | 21 - 22 |
| 7. | Election of Member for Aylesford North and Walderslade Ward | 23 - 24 |
| | Returning Officer's certificate of result of by-election | |

8. Political Balance Arrangements 25 - 26
9. Appointment of Cabinet 27 - 28
- To note the Leader's appointments to the Cabinet and the portfolios they will hold.
(Details will be circulated at the meeting).
10. Appointment of Committees 29 - 30
- 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).
11. Appointment of Chairmen and Vice-Chairmen 31 - 32
- To appoint the Chairmen and Vice-Chairmen of each Committee.
(Details of nominations will be circulated at the meeting).
12. Appointment of Advisory Panels and Boards and Other Member Groups 33 - 34
- To appoint Advisory Panels and Boards and Other Member Groups for the ensuing year.
(Details of nominations will be circulated at the meeting).
13. Appointment to Outside Bodies 35 - 36
- To appoint representatives to serve on outside bodies.
(Details of nominations will be circulated at the meeting).
14. Scheme of Delegations 37 - 38
- 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.
15. Programme of Meetings 2017/18 39 - 44
- To approve the programme of meetings for the ensuing year.

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, 8 May 2017

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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Agenda Item 1

Election of Mayor

To elect the Mayor for the ensuing year.

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Agenda Item 2

Vote of Thanks to Retiring Mayor

To proposed a vote of thanks to the outgoing Mayor.

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Agenda Item 3

Election of Deputy Mayor

To elect the Deputy Mayor for the ensuing year.

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Apologies for absence

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TONBRIDGE AND MALLING BOROUGH COUNCIL

COUNCIL MEETING

Tuesday, 11th April, 2017

At the meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 11th April, 2017

Present: His Worship the Mayor (Councillor M R Rhodes), the Deputy Mayor (Councillor R W Dalton), Cllr O C Baldock, Cllr M A C Balfour, Cllr Mrs S M Barker, Cllr Mrs P A Bates, 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 D A S Davis, Cllr M O Davis, Cllr T Edmondston-Low, Cllr B T M Elks, 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 D Lettington, Cllr B J Luker, Cllr D Markham, Cllr P J Montague, Cllr Mrs A S Oakley, Cllr J O'Toole, Cllr M Parry-Waller, Cllr S C Perry, Cllr H S Rogers, Cllr Miss J L Sergison, Cllr T B Shaw, Cllr Miss S O Shrubsole, Cllr Ms S V Spence, Cllr A K Sullivan, Cllr Miss G E Thomas, Cllr F G Tombolis and Cllr T C Walker

Apologies for absence were received from Councillors Mrs J A Anderson, M C Base, Mrs S Bell, Mrs T Dean, R D Lancaster, R V Roud, C P Smith, M Taylor and B W Walker

PART 1 - PUBLIC

C 17/19 DECLARATIONS OF INTEREST

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

C 17/20 MINUTES

RESOLVED: That the Minutes of the proceedings of the meeting of the Council held on 14 February 2017 be approved as a correct record and signed by the Mayor.

C 17/21 MAYOR'S ANNOUNCEMENTS

The Mayor reported that since the last meeting he had attended a number of events throughout the Borough, including the Tonbridge Lions Dinner Dance, Tonbridge School's Combined Cadet Force Event, the Annual Concert of 17th Tonbridge Scout and Guide Band and the LAMPS Book Launch reception and show at Tonbridge School.

More recently he had opened a new subway at Tonbridge Station, attended lunches at Tonbridge Rotary and Age UK and taken a trip around Tenterden town.

The Mayor also shared his experience of participating in a local Pancake Race and he was pleased to announce the receipt of a medal for successfully completing the course.

C 17/22 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 17/23 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 17/24 LEADER'S ANNOUNCEMENTS

Reflecting upon the dreadful events in Westminster on 22 March 2017 where a police officer and four members of the public were killed and many more were injured, the Leader paid particular tribute to the Police but also recognised those other organisations which strived to maintain security and protect citizens.

The Leader was pleased that the Borough Council had marked its own respect to PC Keith Palmer in flying the flag at half-mast and in doing so reflected the bravery and dedication of individual police officers. The Leader advised that Tonbridge and Malling not only maintained close liaison with the police in many routine matters but there were occasions when this was done at a strategic level and in the days following the London attack the Chief Executive represented the Borough Council in a county wide multi-agency response.

Referring to other items, the Leader announced that through the West Kent Partnership the Borough Council had recently hosted a jobs and training fair at the Angel Centre. This had proved popular with twenty-nine employers attending and more than three hundred job seekers of all ages visiting.

The Borough Council's track record in collecting both Council Tax and Business Rates was amongst the highest in the county. The Director of Finance and Transformation had advised that the collection rates for the year 2016/17 were 99.03% for Council Tax and 99.19% for Business Rates.

The Leader made particular reference to the Litter Strategy for England, published by Government on Monday 10 April 2017, and was pleased to advise that a programme within Tonbridge and Malling was highlighted as an example of best practice. The main theme running through the Strategy was how many authorities, businesses and volunteers were using innovative new approaches to manage litter resources, educate and enforce to reduce littering.

The Larkfield Voluntary Litter Code was identified as an example of high street businesses working together to make their own high street more welcoming, thereby increasing footfall and creating vibrant shopping areas. The Leader congratulated all involved and was pleased that the code was now being taken up by other High Street businesses and areas within the Borough.

Finally, the Leader was delighted that improvements to River Walk in Tonbridge were completed and linked the High Street at one end and the Memorial Garden at the other. This project of externally funded investment into the town was greatly welcomed and was entirely supported from the Government's Local Growth Fund. The Leader also added that it was also an excellent example of joint working between the County and Borough Councils.

C 17/25 MEMBERS' ALLOWANCES

Item GP 17/4 referred from General Purposes Committee minutes of 6 March 2017.

In presenting the recommendation for approval, the Chairman of the Committee (Councillor Baldock) proposed the following amendment, which was seconded by Councillor Coffin:

- That the Special Responsibility Allowances for Vice-Chairmen of Committees, as set out in the first column of Annex 1 to GP 17/4 be replicated into the columns representing allowances effective after the Borough Council elections in 2019

Members voted in favour of this motion.

RESOLVED: That the recommendations at Minute GP 17/4 be approved, subject to the amendment proposed, seconded and agreed to continue Special Responsibility Allowances for Vice-Chairmen of Committees after 2019 (summarised in the schedule of Members' Allowances attached to the Minutes)

C 17/26 LOCALISM ACT - PAY POLICY

Item GP 17/5 referred from General Purposes Committee minutes of 6 March 2017.

RESOLVED: That the recommendations at Minute GP 17/5 be approved.

C 17/27 SEX ESTABLISHMENTS AND SEXUAL ENTERTAINMENT VENUES - POLICY FOR 2017-2020

Item LA 17/4 referred from Licensing and Appeals Committee minutes of 14 March 2017.

RESOLVED: That the recommendations at Minute LA 17/4 be approved.

C 17/28 PUBLIC SPACE PROTECTION ORDER - CONSULTATION RESPONSES

Item CB 17/33 referred from Cabinet minutes of 21 March 2017.

RESOLVED: That the recommendations at Minute CB 17/33 be approved.

C 17/29 AUDIT COMMITTEE ANNUAL REPORT

Item AU 17/18 referred from Audit Committee minutes of 3 April 2017.

RESOLVED: That the recommendations at Minute AU 17/18 be approved.

C 17/30 LOCAL CODE OF CORPORATE GOVERNANCE

Item AU 17/19 referred from Audit Committee minutes of 3 April 2017.

RESOLVED: That the recommendations at Minute AU 17/19 be approved.

C 17/31 PROGRAMME OF MEETINGS 2017-18

The Director of Central Services presented a draft proposed programme of meetings for 2017/18. Details of arrangements for the remainder of this year, for 2018 and to the commencement of the municipal year 2018/19 were set out in the annex to the report.

RESOLVED: That the programme of meetings be endorsed, subject to any amendments following further considerations and submitted to Annual Council for final confirmation.

C 17/32 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 8.00 pm

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Members' Allowances

Recommendation of GP Committee meeting of 6 March 2017			Proposal made to Full Council meeting of 11 April 2017	
Effective: From AC 2017 until until BC Elections 2019	Effective: After BC Elections 2019	Allowance	Effective: From AC 2017 until BC Elections 2019	Effective: After BC Elections 2019
£	£		£	£
5,283	5,000	Basic Allowance	5,283	5,000
		Special Responsibility (SRA):-		
18,384	20,000	Leader	18,384	20,000
14,000	15,000	Deputy Leader	14,000	15,000
2,250	2,250	Opposition Group Leader	2,250	2,250
			#	#
8,400	8,500	Cabinet	8,400	8,500
		Chair		
2,500	2,500	Overview & Scrutiny	2,500	2,500
2,500	2,500	Standards	2,500	2,500
2,500	2,500	Licensing & Appeals	2,500	2,500
1,300	1,600	General Purposes	1,300	1,600
2,500	2,500	Audit	2,500	2,500
2,500	1,665	Area Planning x 3	2,500	1,665
1,300	1,600	Programmed Advisory Board	1,300	1,600
		Vice Chair		
625	0	Overview & Scrutiny x 2	625	625
625	0	Standards x 2	625	625
625	0	Licensing & Appeals	625	625
325	0	General Purposes	325	325
625	0	Audit	625	625
325	333	Area Planning x 3	325	325
0	0	Programmed Advisory Board	0	0

Note: Opposition Group Leader Allowance made up of £1,250 lump sum plus £250 per member of group. For illustrative purposes, figures above assume group composition remains the same.

- 1 Childcare and Dependent Carers Allowances be set as recommended by the JIRP
- 2 Mileage Allowances and Subsistence Allowances be set as recommended by the JIRP
- 3 Principle of annual indexation of allowances in line with the staff pay award be retained. However, during the 'interim' period (Annual Council 2017 to Borough Council elections 2019) indexation should not apply
- 4 Individual members should not receive more than one SRA (excluding group leaders)

SAVINGS AGAINST BUDGET: (assuming no changes to Committee and Board Structure)

- a. Full Savings accruing based on adoption of JIRP recommendations = £29,450 (immediate)
- b. Savings based on GP Committee Recommendations are:
 - Interim Period (May 17 to May 19) = £12,400
 - growing to: Post BC Election (after May 2019) = £29,450
- c. Savings based on new Proposals to Full Council are:
 - Interim Period (May 17 to May 19) = £12,400
 - growing to: Post BC Election (after May 2019) = £25,400

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Mayor's Announcements

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TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

16 May 2017

Report of the Chief Executive and Returning Officer

Part 1- Public

Matters For Information

1 ELECTION OF MEMBER FOR AYLESFORD NORTH AND WALDESLADE WARD

1.1 Result of By-Election

1.1.1 Following the creation of a vacancy of Borough Councillor for Aylesford North and Walderslade Ward, caused by the resignation of Cllr Sandra Hall, an election was held on Thursday 4 May 2017.

1.1.2 The result of the election was as follows:-

Des KEERS (Conservative)	1249
Frances Mary LONG (Green Party)	148
Mandy MORRISON (Liberal Democrat)	349

1.1.3 The turnout at the election was 34%

1.1.4 Des Keers was therefore elected to serve as Councillor for Aylesford North and Walderslade Ward until the next scheduled Borough Council elections in May 2019. Cllr Keers has duly made his declaration of acceptance of office.

Background papers:

contact: Julie Beilby

Nil

Julie Beilby
Chief Executive and Returning Officer

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TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

16 May 2017

Report of the Director of Central Services and Monitoring Officer

Part 1- Public

Matters For Decision

1 POLITICAL BALANCE ARRANGEMENTS FOR COMMITTEES

To determine the political balance arrangements for the Council's committees, sub-committees, advisory boards and panels.

1.1.1 Under section 15 of the Local Government and Housing Act 1989 (duty to allocate seats to political groups) and the Local Government (Committees and Political Groups) Regulations 1990, the Council is required to review the composition of any of its committees and sub-committees to which those provisions apply at the annual meeting of the Council and after any election.

1.1.2 The number of seats held by each of the political parties is as follows:

Conservative	48	(88.89%)
Liberal Democrat	4	(7.41%)
Independent	2	(3.70%)

1.1.3 The Council is required to determine the composition of its committees so as to reflect this political balance and to ensure that the total number of seats which are allocated to each political group bears the same proportion to the number of all the seats on those committees as is borne by the number of members of that group to the membership of the Council ie 172 seats allocated 153 Conservative, 13 Liberal Democrat, 6 Independent.

1.1.4 The table below shows the number of committees etc of various sizes which need to be politically balanced and the way in which the total number of available seats might be allocated to reflect the proportions on the Council as a whole. In consequence, it is suggested that those committees requiring to be politically balanced be composed as follows:

Size of Committee	Conservative	Liberal Democrat	Independent
18 (x1) O&S	16 (16.00)	1 (1.33)	1 (0.67)
15 (x1) L&A	13 (13.33)	1 (1.11)	1 (0.56)
16 (x5) ABs	#14 (14.22)	1 (1.19)	*1 (0.59)
14 (x1) GP	12 (12.44)	1 (1.04)	1 (0.52)
13 (x1) Jnt Stnds	12 (11.56)	1 (0.96)	0 (0.48)
9 (x3) Audit,ERWG,JECC	8 (8.00)	1 (0.67)	0 (0.33)
5 (x1) HALP	4 (4.44)	*1 (0.37)	0 (0.19)
Total no seats = 172	153	13	6
	# 14 (x3) 15 (x2)	*1 to satisfy overall political balance figures	*1 (x3) 0 (x2)

1.2 Legal Implications

- 1.2.1 The Council is required to review the composition of its committees in accordance with the Local Government and Housing Act 1989 (duty to allocate seats to political groups) and the Local Government (Committees and Political Groups) regulations 1990.

1.3 Financial and Value for Money Considerations

- 1.3.1 Not applicable.

1.4 Risk Assessment

- 1.4.1 Not applicable.

1.5 Equality Impact Assessment

- 1.6 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.7 Recommendations

- 1.7.1 RECOMMENDED that the composition of all committees, sub-committees, advisory boards and panels be approved in accordance with the table at paragraph 1.1.4 and the Monitoring Officer make any consequential amendments to the Council's constitution in respect of political balance.

Background papers:

contact: Claire Fox

Nil

Adrian Stanfield
Director of Central Services and Monitoring Officer

Agenda Item 9

Appointment of Cabinet

To note the Leader's appointments to the Cabinet and the portfolios they will hold. (Details will be circulated at the meeting).

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Agenda Item 10

Appointment of Committees

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).

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Agenda Item 11

Appointment of Chairmen and Vice-Chairmen

To appoint the Chairmen and Vice-Chairmen of each Committee. (Details of nominations will be circulated at the meeting).

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Agenda Item 12

Appointment of Advisory Panels and Boards and Other Member Groups

To appoint Advisory Panels and Boards and Other Member Groups for the ensuing year.
(Details of nominations will be circulated at the meeting).

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Agenda Item 13

Appointment to Outside Bodies

To appoint representatives to serve on outside bodies. (Details of nominations will be circulated at the meeting).

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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.

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Please note that meeting dates are subject to change. Members will be notified of any changes as they occur but are encouraged to refer to the website and Member Calendar.

An * indicates meetings to be held at the Angel Centre.

TONBRIDGE AND MALLING BOROUGH COUNCIL PROGRAMME OF MEETINGS 2017/19

2017

MAY

Monday	1st	OFFICES CLOSED – BANK HOLIDAY
Thursday	4th	Kent County Council Elections
Tuesday	9th	Licensing and Appeals Committee
Tuesday	16th	ANNUAL COUNCIL
Monday	22nd	Economic Regeneration Advisory Board
Wednesday	24th	Licensing and Appeals Committee, sitting as a Panel (commencing 10 am - To be confirmed)
Wednesday	24th	Area 2 Planning Committee
Monday	29th	OFFICES CLOSED – BANK HOLIDAY

JUNE

Thursday	8th	Parliamentary Election
Monday	12th	Standards Hearing (commencing 09.30)
Tuesday	13th	Standards Hearing (commencing 09.30)
Tuesday	20th	Street Scene and Environment Services Advisory Board
Wednesday	21st	Finance, Innovation and Property Advisory Board
Monday	26th	General Purposes Committee
Wednesday	28th	Cabinet
* Thursday	29th	Area 1 Planning Committee

JULY

Monday	3rd	Audit Committee
Wednesday	5th	Area 2 Planning Committee
Tuesday	11th	COUNCIL
Thursday	13th	Area 3 Planning Committee
Monday	24th	Communities and Housing Advisory Board
Tuesday	25th	Planning and Transportation Advisory Board

AUGUST

* Thursday	3rd	Area 1 Planning Committee
Wednesday	16th	Area 2 Planning Committee
Thursday	24th	Area 3 Planning Committee
Monday	28th	OFFICES CLOSED – BANK HOLIDAY

SEPTEMBER

Monday	4th	Audit Committee
Tuesday	5th	Street Scene and Environment Services Advisory Board

	Wednesday	6th	Economic Regeneration Advisory Board
	Thursday	7th	Parish Partnership Panel
*	Monday	11th	Tonbridge Forum
	Tuesday	12th	Overview and Scrutiny Committee
*	Thursday	14th	Area 1 Planning Committee
	Tuesday	19th	Licensing and Appeals Committee (If required)
	Wednesday	20th	Finance, Innovation and Property Advisory Board
	Thursday	21st	Planning and Transportation Advisory Board
	Monday	25th	Joint Transportation Board
	Wednesday	27th	Area 2 Planning Committee

OCTOBER

	Thursday	5th	Area 3 Planning Committee
	Monday	9th	General Purposes Committee
	Wednesday	11th	Cabinet
	Monday	16th	Joint Standards Committee (If required)
*	Thursday	26th	Area 1 Planning Committee
	Tuesday	31st	COUNCIL

NOVEMBER

	Monday	6th	Street Scene and Environment Services Advisory Board
	Tuesday	7th	Economic Regeneration Advisory Board
	Wednesday	8th	Area 2 Planning Committee
	Monday	13th	Communities and Housing Advisory Board
	Tuesday	14th	Planning and Transportation Advisory Board
	Thursday	16th	Parish Partnership Panel
	Thursday	23rd	Area 3 Planning Committee
	Monday	27th	Joint Transportation Board
	Tuesday	28th	Licensing and Appeals Committee (If required)
*	Thursday	30th	Area 1 Planning Committee

DECEMBER

	Wednesday	13th	Area 2 Planning Committee
	Monday	25th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Tuesday	26th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Wednesday	27th	OFFICES CLOSED – CHRISTMAS HOLIDAY

2018

JANUARY

	Monday	1st	OFFICES CLOSED – NEW YEAR DAY
	Wednesday	3rd	Finance, Innovation and Property Advisory Board
	Thursday	4th	Area 3 Planning Committee
	Monday	15th	Joint Standards Committee (If required)
*	Thursday	18th	Area 1 Planning Committee
	Monday	22nd	Audit Committee

Tuesday	23rd	Overview and Scrutiny Committee
Wednesday	24th	Area 2 Planning Committee
Monday	29th	General Purposes Committee
Tuesday	30th	Cabinet

FEBRUARY

	Thursday	1st	Area 3 Planning Committee
	(Thursday)	8th	KCC budget meeting – To be confirmed)
	Thursday	8th	Cabinet (Budget Meeting)
	Tuesday	13th	COUNCIL (Budget Meeting)
	Thursday	15th	Parish Partnership Panel
	Monday	19th	Street Scene and Environment Services Advisory Board
	Wednesday	21st	Economic Regeneration Advisory Board
*	Thursday	22nd	Area 1 Planning Committee
*	Monday	26th	Tonbridge Forum
	Tuesday	27th	Communities and Housing Advisory Board
	Wednesday	28th	Area 2 Planning Committee

MARCH

	Thursday	1st	Joint Employee Consultative Committee (Full) (commences 09.30)
	Monday	5th	Joint Standards Committee (If required)
	Tuesday	6th	Planning and Transportation Advisory Board
	Monday	12th	Joint Transportation Board
	Tuesday	13th	Licensing and Appeals Committee (If required)
	Tuesday	20th	Cabinet
	Thursday	22nd	Area 3 Planning Committee
	Friday	30th	OFFICES CLOSED – EASTER HOLIDAY

APRIL

	Monday	2nd	OFFICES CLOSED – EASTER HOLIDAY
	Tuesday	3rd	Audit Committee
*	Thursday	5th	Area 1 Planning Committee
	Tuesday	10th	COUNCIL
	Wednesday	11th	Area 2 Planning Committee
	Thursday	26th	Area 3 Planning Committee

MAY

	Monday	7th	OFFICES CLOSED – BANK HOLIDAY
	Tuesday	15th	ANNUAL COUNCIL
*	Thursday	17th	Area 1 Planning Committee
	Monday	21st	Economic Regeneration Advisory Board
	Wednesday	23rd	Finance, Innovation and Property Advisory Board
	Monday	28th	OFFICES CLOSED – BANK HOLIDAY
	Wednesday	30th	Area 2 Planning Committee

JUNE

Monday	4th	Street Scene and Environment Services Advisory Board
Tuesday	5th	Planning and Transportation Advisory Board
Wednesday	6th	Communities and Housing Advisory Board
Thursday	7th	Area 3 Planning Committee
Monday	11th	Joint Transportation Board
Tuesday	12th	Overview and Scrutiny Committee
Wednesday	13th	Joint Standards Committee (If required)
Thursday	14th	Parish Partnership Panel
Tuesday	19th	Licensing and Appeals Committee (If required)
Wednesday	20th	Cabinet
Monday	25th	General Purposes Committee
* Thursday	28th	Area 1 Planning Committee

JULY

Wednesday	4th	Area 2 Planning Committee
Tuesday	10th	COUNCIL
Thursday	12th	Area 3 Planning Committee
Monday	16th	Communities and Housing Advisory Board
Wednesday	18th	Finance, Innovation and Property Advisory Board
Monday	23rd	Audit Committee
Tuesday	24th	Planning and Transportation Advisory Board

AUGUST

* Thursday	2nd	Area 1 Planning Committee
Wednesday	15th	Area 2 Planning Committee
Thursday	23rd	Area 3 Planning Committee
Monday	27th	OFFICES CLOSED – BANK HOLIDAY

SEPTEMBER

Tuesday	4th	Street Scene and Environment Services Advisory Board
Wednesday	5th	Economic Regeneration Advisory Board
Thursday	6th	Parish Partnership Panel
* Monday	10th	Tonbridge Forum
Tuesday	11th	Overview and Scrutiny Committee
* Thursday	13th	Area 1 Planning Committee
Tuesday	18th	Licensing and Appeals Committee (If required)
Wednesday	19th	Finance, Innovation and Property Advisory Board
Monday	24th	Joint Transportation Board
Wednesday	26th	Area 2 Planning Committee

OCTOBER

Monday	1st	Audit Committee
Thursday	4th	Area 3 Planning Committee
Monday	8th	General Purposes Committee
Wednesday	10th	Cabinet
Monday	15th	Joint Standards Committee (If required)

*	Thursday	25th	Area 1 Planning Committee
	Tuesday	30th	COUNCIL

NOVEMBER

	Monday	5th	Street Scene and Environment Services Advisory Board
	Tuesday	6th	Economic Regeneration Advisory Board
	Wednesday	7th	Area 2 Planning Committee
	Monday	12th	Communities and Housing Advisory Board
	Tuesday	13th	Planning and Transportation Advisory Board
	Thursday	15th	Parish Partnership Panel
	Thursday	22nd	Area 3 Planning Committee
	Monday	26th	Joint Transportation Board
	Tuesday	27th	Licensing and Appeals Committee (If required)
*	Thursday	29th	Area 1 Planning Committee

DECEMBER

	Wednesday	12th	Area 2 Planning Committee
	Monday	24th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Tuesday	25th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Wednesday	26th	OFFICES CLOSED – CHRISTMAS HOLIDAY

2019

JANUARY

	Tuesday	1st	OFFICES CLOSED – NEW YEAR DAY
	Thursday	3rd	Area 3 Planning Committee
	Wednesday	9th	Finance, Innovation and Property Advisory Board
	Monday	14th	Joint Standards Committee (If required)
*	Thursday	17th	Area 1 Planning Committee
	Monday	21st	Audit Committee
	Tuesday	22nd	Overview and Scrutiny Committee
	Wednesday	23rd	Area 2 Planning Committee
	Monday	28th	General Purposes Committee
	Tuesday	29th	Cabinet
	Thursday	31st	Area 3 Planning Committee

FEBRUARY

	(Thursday)	7th	KCC budget meeting – To be confirmed)
	Thursday	7th	Cabinet (Budget Meeting)
	Tuesday	12th	COUNCIL (Budget Meeting)
	Thursday	14th	Parish Partnership Panel
	Monday	18th	Street Scene and Environment Services Advisory Board
	Wednesday	20th	Economic Regeneration Advisory Board
*	Thursday	21st	Area 1 Planning Committee
*	Monday	25th	Tonbridge Forum
	Tuesday	26th	Communities and Housing Advisory Board

Wednesday	27th	Area 2 Planning Committee
Thursday	28th	Joint Employee Consultative Committee (Full) (commences 0930hr)

MARCH

Monday	4th	Joint Standards Committee (If required)
Tuesday	5th	Planning and Transportation Advisory Board
Monday	11th	Joint Transportation Board
Tuesday	12th	Licensing and Appeals Committee (If required)
Tuesday	19th	Cabinet
Thursday	21st	Area 3 Planning Committee
Monday	25th	Audit Committee

APRIL

*	Thursday	4th	Area 1 Planning Committee
	Tuesday	9th	COUNCIL
	Wednesday	10th	Area 2 Planning Committee
	Friday	19th	OFFICES CLOSED – EASTER HOLIDAY
	Monday	22nd	OFFICES CLOSED – EASTER HOLIDAY
	Thursday	25th	Area 3 Planning Committee

MAY

	Thursday	2nd	BOROUGH COUNCIL ELECTIONS
	Monday	6th	OFFICES CLOSED – BANK HOLIDAY
	Tuesday	14th	ANNUAL COUNCIL
*	Thursday	16th	Area 1 Planning Committee
	Monday	20th	Economic Regeneration Advisory Board
	Wednesday	22nd	Finance, Innovation and Property Advisory Board
	Monday	27th	OFFICES CLOSED – BANK HOLIDAY
	Wednesday	29th	Area 2 Planning Committee

Please note that meeting dates are subject to change. Members will be notified of any changes as they occur but are encouraged to refer to the website and Member Calendar.

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.

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