

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 a meeting of the Tonbridge and Malling Borough Council which will be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 11th July, 2017 at 7.30 pm, when the following business is proposed to be transacted:-.

PART 1 - PUBLIC

- | | | |
|----|--|-----------|
| 1. | Apologies for absence | 5 - 6 |
| 2. | Declarations of interest | 7 - 8 |
| | To declare any interests in respect of recommended items | |
| 3. | Minutes | 9 - 20 |
| | To confirm as a correct record the Minutes of the meeting of Council held on 16 May 2017 | |
| 4. | Mayor's Announcements | 21 - 22 |
| 5. | Questions from the public pursuant to Council Procedure Rule No 5.6 | 23 - 24 |
| 6. | Questions from Members pursuant to Council Procedure Rule No 5.5 | 25 - 26 |
| 7. | Petition - Keep River Lawn Green | 27 - 136 |
| 8. | Leader's Announcements | 137 - 138 |

9. Reports, Minutes and Recommendations 139 - 140

To receive and consider reports, minutes and recommendations from the meetings of the Cabinet and Committees set out in the Minute Book and officers' reports on any matters arising from them, and to receive questions and answers on any of those reports.

Matters for recommendation to the Council are indicated below at items 10 to 12 and 16 (the latter contains exempt information).

10. Human Resources Strategy Update 141 - 154

Item GP 17/13 referred from General Purposes Committee minutes of 26 June 2017

11. Revenues and Benefits - Shared Service 155 - 168

Item CB 17/46 referred from Cabinet minutes of 28 June 2017

12. Treasury Management Update and Annual Report for 2016/17

Item referred from Audit Committee minutes of 3 July 2017 (to follow)

13. Localism Act 2011 - Appointment of Independent Persons 169 - 170

14. Appointments to Outside Bodies 171 - 172

15. Sealing of Documents 173 - 174

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

PART 2 - PRIVATE

16. Revenues and Benefits - Shared Service 175 - 182

(LGA 1972 Sch 12A Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings)

Item GP 17/16 referred from General Purposes Committee minutes of 26 June 2017

17. Petition - Restricted annexes to Cabinet report of 9 February 2017 183 - 358

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

JULIE BEILBY
Chief Executive
Monday, 3 July 2017

This page is intentionally left blank

Apologies for absence

This page is intentionally left blank

Agenda Item 2

Declarations of interest

To declare any interests in respect of recommended items.

This page is intentionally left blank

TONBRIDGE AND MALLING BOROUGH COUNCIL

COUNCIL MEETING

Tuesday, 16th May, 2017

At the Statutory Annual Meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 16th May, 2017

Present: His Worship the Mayor (Councillor M R Rhodes), the Deputy Mayor (Councillor R W Dalton), Cllr Mrs J A Anderson, Cllr O C Baldock, 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 D A S Davis, Cllr M O Davis, Cllr Mrs T Dean, Cllr T Edmondston-Low, Cllr B T M Elks, Cllr S M Hammond, Cllr Mrs M F Heslop, Cllr N J Heslop, Cllr S R J Jessel, Cllr D Keeley, Cllr D Keers, Cllr S M King, Cllr R D Lancaster, Cllr D Lettington, Cllr Mrs S L Luck, 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 H S Rogers, Cllr R V Roud, Cllr T B Shaw, Cllr C P Smith, Cllr Ms S V Spence, Cllr A K Sullivan, Cllr M Taylor, Cllr Miss G E Thomas, Cllr F G Tombolis, Cllr B W Walker and Cllr T C Walker

Apologies for absence were received from Councillors Mrs F A Kemp, Miss J L Sergison and Miss S O Shrubsole

PART 1 - PUBLIC

C 17/33 ELECTION OF MAYOR

It was proposed by Councillor D Davis, seconded by Councillor N Heslop and

RESOLVED: That Councillor R W Dalton 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 17/34 VOTE OF THANKS TO RETIRING MAYOR

It was proposed by Councillor O Baldock, 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 M R Rhodes, had performed his duties both in the Council Chamber and throughout the Borough during the preceding year.

C 17/35 ELECTION OF DEPUTY MAYOR

It was proposed by Councillor N Heslop, seconded by Councillor Miss G Thomas and

RESOLVED: That Councillor Mrs P A Bates 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 her appointment.

C 17/36 MINUTES

RESOLVED: That the Minutes of the proceedings of the meeting of the Council held on 11 April 2017 be approved as a correct record and signed by the Mayor.

C 17/37 MAYOR'S ANNOUNCEMENTS

The Mayor announced that he had appointed the Reverend Mike Hayes as his Chaplain and the Civic Service would be held at All Saints Church, Wouldham on Sunday 25 June. His nominated charities were Age UK Malling - Dementia Day Care Centre and Ellenor which supported families with terminally ill children and young people in their own homes.

The Mayor indicated that his Garden Party would be held at Hadlow College on 27 July and details would be advised in due course of further fundraising events.

C 17/38 ELECTION OF MEMBER FOR AYLESFORD NORTH AND WALDESLADE WARD

The Chief Executive as Returning Officer submitted the certificate of the result of the election held on 4 May 2017 to fill the vacancy for the Aylesford North and Walderslade Ward. Members were advised that Mr Des Keers (Conservative) had been duly elected as a Councillor to hold office until 2019.

C 17/39 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.

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 17/40 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 M Coffin - Finance, Innovation and Property and Deputy Executive Leader

Councillor Mrs M Heslop – Community Services

Councillor D Lettington – Street Scene and Environment Services

Councillor H Rogers – Strategic Planning and Infrastructure

Councillor Miss S Shrubsole - Housing

The Economic Regeneration portfolio to be held by the Leader

C 17/41 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 Mrs J Anderson

Councillor M Base

Councillor P Bolt

Councillor J Botten

Councillor T Cannon

Councillor S Jessel

Councillor D Keers

Councillor Mrs F Kemp

Councillor Mrs S Luck

Councillor P Montague

Councillor Mrs A Oakley

Councillor M Rhodes

Councillor Ms S Spence

Councillor A Sullivan

Councillor M Taylor

Councillor Miss G Thomas

Councillor F Tombolis

Councillor T Walker

Licensing and Appeals Committee

Councillor Mrs J Anderson

Councillor O Baldock

Councillor Mrs S Barker

Councillor M Base

Councillor Mrs P Bates

Councillor Mrs B Brown

Councillor M Coffin

Councillor B Elks

Councillor D Keers

Councillor Mrs F Kemp

Councillor S King

Councillor H Rogers

Councillor R Roud

Councillor M Taylor

Councillor F Tombolis

General Purposes Committee

Councillor O Baldock	Councillor D Markham
Councillor M Balfour	Councillor L O'Toole
Councillor Mrs S Bell	Councillor S Perry
Councillor P Bolt	Councillor R Roud
Councillor M Coffin	Councillor C Smith
Councillor Mrs M Heslop	Councillor Ms S Spence
Councillor B Luker	Councillor M Taylor

Audit Committee

Councillor M Base	Councillor S Jessel
Councillor T Bishop	Councillor Mrs F Kemp
Councillor V Branson	Councillor S Perry
Councillor T Edmondston-Low	Councillor B Walker
Councillor B Elks	

Joint Standards Committee

Councillor Mrs P Bates	(Parish members to be
Councillor Mrs S Bell	appointed from a pool of
Councillor R Betts	nominated representatives)
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	
Councillor Miss G Thomas	

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

Area 1 Planning Committee

Councillor Mrs J Anderson	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 Miss G Thomas
Councillor B Elks	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 Keers
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 S Hammond	Councillor B Walker
Councillor D Keeley	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 17/42 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 Ms S Spence

Licensing and Appeals Committee	Councillor Mrs J Anderson	Councillor Mrs S Barker
General Purposes Committee	Councillor O Baldock	Councillor L O'Toole
Audit Committee	Councillor V Branson	Councillor M Base
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 Markham
Parish Partnership Panel	Councillor N Heslop	Councillor M Coffin
Tonbridge Forum	Councillor N Heslop	Councillor C Smith
Communities and Housing Advisory Board	Councillor P Montague	Councillor Mrs B Brown
Economic Regeneration Advisory Board	Councillor B Luker	Councillor F Tombolis
Finance, Innovation and Property Advisory Board	Councillor S King	Councillor B Walker
Planning and Transportation Advisory Board	Councillor D Davis	Councillor T Edmondston-Low
Street Scene and Environment Services Advisory Board	Councillor M Davis	Councillor D Keeley
Electoral Review Working Group	Councillor N Heslop	Councillor M Balfour

Housing Associations Liaison Panel	Councillor Miss S Shrubsole	
Joint Employee Consultative Committee	Councillor M Coffin	Councillor M Balfour
Joint Transportation Board	Councillor H Rogers	Vice-chairmanship with KCC

C 17/43 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/BOARD

MEMBERS

Parish Partnership Panel

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

Tonbridge Forum

Councillor Mrs J Anderson
Councillor O Baldock
Councillor Mrs P Bates
Councillor P Bolt
Councillor V Branson
Councillor D Cure
Councillor Mrs M Heslop
Councillor N Heslop **
Councillor R Lancaster
Councillor M Rhodes
Councillor C Smith*
Councillor Miss G Thomas
Councillor F Tombolis

Communities and Housing
Advisory Board

Councillor Mrs J Anderson
Councillor Mrs S Barker
Councillor Mrs S Bell
Councillor V Branson
Councillor Mrs B Brown*
Councillor D Cure
Councillor R Dalton
Councillor S Hammond
Councillor D Keeley
Councillor Mrs S Luck
Councillor P Montague**
Councillor Mrs A Oakley
Councillor L O'Toole
Councillor M Parry-Waller
Councillor T Shaw
Councillor Ms S Spence

Economic Regeneration
Advisory Board

Councillor M Base
Councillor R Betts
Councillor T Bishop
Councillor J Botten
Councillor T Cannon
Councillor S Jessel
Councillor S King
Councillor R Lancaster
Councillor Mrs S Luck
Councillor B Luker**
Councillor L O'Toole
Councillor Miss J Sergison
Councillor C Smith
Councillor F Tombolis*
Councillor B Walker
Councillor T Walker

Finance, Innovation and
Property Advisory Board

Councillor Mrs S Bell
Councillor R Betts
Councillor T Bishop
Councillor J Botten
Councillor V Branson
Councillor Mrs B Brown
Councillor T Cannon
Councillor D Cure
Councillor M Davis
Councillor S Jessel
Councillor S King**
Councillor R Lancaster
Councillor Miss J Sergison
Councillor A Sullivan
Councillor F Tombolis
Councillor B Walker*

Planning and
Transportation Advisory
Board

Councillor M Balfour
Councillor Mrs S Barker
Councillor P Bolt
Councillor V Branson
Councillor D Davis**
Councillor M Davis
Councillor T Edmondston-Low*
Councillor B Elks
Councillor D Keers
Councillor Mrs F Kemp
Councillor R Lancaster
Councillor M Parry-Waller
Councillor S Perry
Councillor R Roud
Councillor A Sullivan
Councillor M Taylor

Street Scene and
Environment Services
Advisory Board

Councillor Mrs J Anderson
Councillor O Baldock
Councillor M Balfour
Councillor M Davis **
Councillor Mrs T Dean
Councillor S Hammond
Councillor D Keeley*
Councillor D Keers
Councillor D Markham
Councillor L O'Toole
Councillor S Perry
Councillor M Rhodes
Councillor T Shaw
Councillor Ms S Spence
Councillor Miss G Thomas
Councillor T Walker

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

Housing Associations
Liaison Panel

Councillor Mrs J Anderson
Councillor M Davis
Councillor D Keeley
Councillor Mrs A Oakley
Councillor Miss S Shrubsole**

Joint Employee Consultative Committee	Councillor O Baldock Councillor M Balfour * Councillor R Betts Councillor T Bishop Councillor P Bolt Councillor Mrs B Brown Councillor M Coffin ** Councillor D Keers Councillor B Luker
Joint Transportation Board	Councillor D Davis Councillor Mrs F Kemp Councillor R Lancaster Councillor D Lettington Councillor M Parry-Waller Councillor H Rogers** Councillor M Taylor
Chairmanship with TMBC, Vice-Chairmanship with KCC in 2017/18	
** Denotes Chairman * Denotes Vice-Chairman	

C 17/44 APPOINTMENT TO OUTSIDE BODIES

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

<u>NAME OF BODY</u>	<u>REPRESENTATIVE(S)</u>
Kent County Playing Fields Association	Councillor Mrs M Heslop
Age UK Sevenoaks and Tonbridge	Councillor D Cure Councillor Ms S Spence
Age Concern (Malling)	Councillor B 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 / Visit Kent	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 R Betts 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 T Edmondston-Low)
Rochester Airport Consultative Committee	Councillor A Sullivan
Maidstone and Tunbridge Wells NHS Trust Community Involvement Group	Councillor Mrs M Heslop
Kent and Medway Police and Crime Panel	Councillor N Heslop
Kent Flood Risk Management Board	Councillor H Rogers
Tonbridge and Malling Leisure Trust	Councillor R Betts Councillor M Davis
Upper Medway Internal Drainage Board	Councillor H Rogers Mr D Aikman Mr J Cannon Mr M Dobson

Lower Medway Internal Drainage Board
(1 rep from TMBC plus 1 nominee from TMBC or Medway Council to be agreed by all councils)

Councillor D Davis
Mr J Gore (second nominee)

Haysden Country Park User Panel
(3 year appointment 2016/17 – 18/19)

Councillor P Bolt
Councillor D Cure

Leybourne Lakes Country Park User Panel
(3 year appointment 2016/17 – 18/19)

Councillor T Bishop
Councillor B Luker

C 17/45 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 17/46 PROGRAMME OF MEETINGS 2017/18

The programme of Council, Cabinet, Committee and Advisory Board and Panel meetings for the ensuing year and to May 2019 was presented for approval.

RESOLVED: That the programme of meetings be approved.

C 17/47 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 8.08 pm

Mayor's Announcements

This page is intentionally left blank

Agenda Item 5

Questions from the public pursuant to Council Procedure Rule No 5.6

This page is intentionally left blank

Agenda Item 6

Questions from Members pursuant to Council Procedure Rule No 5.5

This page is intentionally left blank

TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

11 JULY 2017

Report of the Management Team

Part 1 - Public

For decision

1 PETITION – KEEP RIVER LAWN GREEN

Summary

This report presents Members with a petition submitted on behalf of the Keep River Lawn Green organisation. The petition relates to intended disposals of land owned by the Council at River Lawn Road and at 1-4 River Walk, Tonbridge.

1.1 Introduction

1.1.1 On 2 June 2017 the Council received via email a petition on behalf of the Keep River Lawn Green organisation.

1.1.2 The petition calls on the Borough Council to '*stop their plans to sell off River Lawn and old CAB building in River Walk until a proper public consultation has been held.*' The petition also comments as follows –

'It has emerged that they plan to sell the River Lawn itself and allow luxury flats to be built there. This will not help to reduce the waiting list for families in need of housing and it is unacceptable to build on our recreational land.

The River Lawn and former CAB building are being redeveloped to provide riverside apartments. When we need homes for over 900 families waiting to be housed in Tonbridge & Malling they are providing them for the highest bidders'

1.1.3 It is not known what status the 'Keep River Lawn Green' organisation has.

1.1.4 At the time of initial submission the petition had 1,576 signatures. On 3 July the Barden Road Residents Association submitted an electronic copy of the petition on behalf of Keep River Lawn Green, with 1,617 signatories (attached as **Annex 1**), together with a separate paper petition containing a further 1,601 signatures. The provisional total is therefore 3,218, although it is not been possible to verify (as of 3 July) the total number, or whether the 2 versions of the petition contain any duplicate signatures.

1.1.5 A copy of the paper petition will be made available for Members to view prior to the Council meeting.

- 1.1.6 In accordance with the Council's adopted petition scheme (a copy of which is attached as **Annex 2**), petitions containing more than 1,500 signatures will be debated by the Full Council. The petition organiser will be given 5 minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes.
- 1.1.7 In the present case, the issue being raised in the petition is one on which the Council's Cabinet is required to make the final decision. The role of the Council is therefore limited to a decision as to whether to make recommendations to the Cabinet to inform that final decision. In accordance with the Petition Scheme Council may recommend the following:
- to take the action requested
 - not to take the action requested, for reasons put forward in the debate
 - to commission further investigation into the matter
- 1.1.8 The petition organiser will receive written confirmation of the decision reached and this will also be published on the Borough Council's website.

1.2 Background

- 1.2.1 For the assistance of Members the background to the issue raised in the petition is set out below.
- 1.2.2 On 9 February 2017 the Cabinet considered the report of the Management Team in relation to the strategic asset review of Tonbridge Town Centre. A copy of the report is attached as **Annex 3**. Members are reminded that due to the commercial nature of the proposals set out in the report, details of the financial arrangements and the terms of any proposed agreements are set out in the private annexes under the provisions of Schedule 12A to the Local Government Act 1972.
- 1.2.3 The report provided Members with an update on the progress of negotiations with the Tonbridge Medical Group and developers acting on their behalf (Assura) to purchase land at River Lawn Road (on the site of the Teen and Twenty Club) for the purposes of constructing a new medical centre. These proposals had previously been reported to Cabinet in March 2015.
- 1.2.4 The report also set out further proposals to dispose of land adjacent to the site of the proposed medical centre and vacant office land at 1-4 River Walk. The latter of these sites was formerly occupied by the Citizens Advice Bureau and a private company, both of whom had vacated the building to occupy other properties owned by the Council. The Citizens Advice Bureau moved in the summer of 2016 to Tonbridge Castle, with the private company (Jawatte) having relocated to the Gibson Building at Kings Hill at around the same time.

- 1.2.5 For the assistance of Members, photographs of the sites in question are attached as **Annex 4**. These include aerial photographs of the open space at River Lawn and adjoining areas of open space owned by the Borough Council.
- 1.2.6 At the meeting on 9 February Cabinet authorised the Director of Central Services to
- (a) complete the contract for the sale of freehold land with Assura on terms substantially as set out at Annex 3 to the report together with all other necessary agreements in order to implement the proposals, including the Car Parking Lease and the Compound Lease. Any amendments to the documents at Annex 3 to be agreed in consultation with the Leader and Deputy Leader;
 - (b) advertise the intention of the Borough Council to dispose of the River Lawn Land;
 - (c) Subject to the completion of the agreement(s) with Assura under (a) above and the receipt of no objections in response to (b) above, proceed with the disposal of the River Lawn Land (shown edged in red and marked '3' on the plan at Annex 1 to the report) as set out in paragraph 1.7 of the report, such authority to include (but not be limited to) advertisement of the land, negotiation of terms and completion of any necessary legal agreements; and
 - (d) Proceed with the disposal of land at River Walk (shown edged in red on the plan at Annex 5) as set out in paragraph 1.8 of the report, such authority to include (but not be limited to) advertisement of the land, negotiation of terms and completion of any necessary legal agreements

1.3 Consultation on intended disposal of open space land at River Lawn Road

- 1.3.1 Officers advertised the intended disposal of open space land at River Lawn Road via public notices in the Kent Messenger on 24 February, 3 March, 23 March & 30 March 2017. The notices also appeared in the online edition of the newspaper (Kent Online) and on the Council's website.
- 1.3.2 The notices placed in the Kent Messenger on 24 February and 3 March related to a small area of the open space at River Lawn Road required in connection with the proposed medical centre development. A plan showing the extent of this area is attached as **Annex 5**. The land in question covers an area of 432 sqm.
- 1.3.3 The notices placed in the Kent Messenger on 23 March and 30 March related to the larger area of open space at River Lawn Road. A plan showing the extent of this area is attached as **Annex 6**. This land covers an area of 2184 sqm.
- 1.3.4 The notices met the requirements of section 123 of the Local Government Act 1972, which provides that a principal council may not dispose of any land consisting or forming part of an open space unless before disposing of the land they cause notice of their intention to do so, specifying the land in question, to be

advertised in two consecutive weeks in a newspaper circulating in the area in which the land is situated, and consider any objections to the proposed disposal which may be made to them.

- 1.3.5 The Council is under no legal obligation to advertise the intended disposal of land at 1-4 River Walk, as it is not held as public open space. In that regard the Council is in no different a position to any other landowner. No public advertisement was therefore given in relation to this proposed sale.
- 1.3.6 The Council received no objections to the notices pertaining to the smaller area of open space i.e. that detailed at paragraph 1.3.2 above.
- 1.3.7 The Council received a total of 59 objections to the statutory notices pertaining to the larger area of open space at River Lawn Road. Cabinet is required to consider these before any final decision can be made about disposal of the area of open space in question. The objections were due to be considered by Cabinet at its meeting on 28 June but in light of receiving the petition on 2 June 2017 it was felt appropriate to defer consideration until after Council had first determined whether it wished to make any recommendations to Cabinet to inform that decision. The objections will be considered at the next meeting of Cabinet.
- 1.3.8 In summary, the issues raised within the objections are as follows:-
- Loss of green space
 - Impact on public services serving the area (Schools, Doctors)
 - Lack of or incorrect public consultation
 - Improvements required to River Lawn
 - Flooding / drainage concerns
 - Objection to flats being constructed
- 1.3.9 Members are reminded that any development proposals arising from the disposal of any site referenced in this report will need to be the subject of conventional planning applications, including public consultation in the normal way and any applications will be determined by the Area Planning Committee.

1.4 Other considerations

Members will be aware that the Council has led on the delivery of a number of recent projects designed to enhance Tonbridge Town Centre and to encourage local growth. These are summarised below.

River Walk Improvement Scheme

- 1.4.1 The recent enhancement of the surfacing and street furniture will encourage more people to use the riverside walk and will promote the use of shops and amenities in and around the town centre.

Tonbridge Memorial Gardens

- 1.4.2 A capital plan scheme for refurbishment of this area was undertaken during 2014 in consultation with the Tonbridge Memorial Garden Trust. The company appointed to deliver the scheme later won an award in the British Association of Landscape Industries (BALI) National Landscape Awards

Tonbridge High Street

- 1.4.3 Members will recall that a significant scheme for improvement of Tonbridge High Street was delivered during 2016 in partnership with Kent County Council. The key elements of the scheme included widened footways, a 20mph speed limit, environmental improvements and improved street furniture.

Town Lock

- 1.4.4 A scheme for enhancement of the open space adjacent to the river was undertaken in partnership with the Environment Agency during 2015/16. This scheme provided a high quality area of open space, a boathouse for use by the Environment Agency and river users and a new telemetry station to provide the Agency with information on river levels. It also ensured that important works could be undertaken to maintain flood defence levels.

1.5 Site of former Teen & Twenty Club, River Lawn Road – Tonbridge Medical Group

- 1.5.1 The proposed sale of land to Assura for the development of a medical practice has progressed since the Cabinet meeting on 9 February, with agreements for sale of the freehold shortly due for exchange.
- 1.5.2 At the time of preparing this report the CCG had announced that they were to hold a public exhibition at the Angel Centre on 5 July 2017 to invite the public to view their proposals for the medical centre.
- 1.5.3 Subject to obtaining the necessary planning consent, we understand that building work on site would commence during the spring of 2018.
- 1.5.4 The agreement for sale with Assura includes the smaller area of open space referred to in paragraph 1.3.2 above.

1.6 1-4 River Walk

- 1.6.1 In accordance with the resolution of Cabinet dated 9 February 2017, Officers proceeded to instruct Hartnell Taylor Cook LLP to act on behalf of the Council in progressing the advertisement and disposal of 1-4 River Walk. However, no steps

have been taken to market the property pending the outcome of the consideration by Council of the petition.

- 1.6.2 It is intended that the disposal of this site will take place via tender, so as to achieve the best price available on the open market (see paragraph 1.7 below for the duty to obtain best value). It will therefore be perfectly possible for any interested party to bid for the land, including any social housing provider. Subject to obtaining planning permission, a social housing provider would be able to develop the site for either a mix of private and affordable housing or solely for affordable housing should it wish to do so. The disposal of the site does not preclude a number of possible uses being pursued, subject of course to obtaining the appropriate planning consent.
- 1.6.3 Should Council decide not to make any recommendations to Cabinet for further action in response to the petition then the marketing of the site would commence without further delay.
- 1.6.4 It is not proposed to repeat in this report the rationale for disposal of 1-4 River Walk, this having been set out in the previous report to Cabinet dated 9 February 2017. The supporting development appraisal for disposal was included in a private annex to that report (Annex 7).

1.7 Financial and Value for Money Considerations

- 1.7.1 In accordance with Section 123 of the Local Government Act 1972, the Council must not, except with the consent of the Secretary of State, dispose of land (other than by way of a short tenancy) for a consideration less than the best that can reasonably be obtained. The overriding consideration in determining what constitutes the best consideration that can reasonably be obtained is the commercial value of the disposition to the authority.
- 1.7.2 The specific financial considerations arising from the proposals were set out in a private annex to the report to Cabinet (Annex 4 to the report dated 9 February 2017).
- 1.7.3 It is intended that any capital receipts obtained from the sale of the land detailed in this report would be re-invested into property investment funds, so as to provide a long term revenue stream to support the continued delivery of services. The use of property funds for long term investment was previously considered and endorsed by the Audit Committee, Cabinet and Council during January and February of this year, with the use of such funds authorised for inclusion in the Annual Investment Strategy for 2017/18.
- 1.7.4 Members will also be aware that 'Asset Management' is one of the themes of the adopted Savings and Transformation Strategy 2016/17 to 2020/21 (which sits alongside the Medium Term Financial Strategy). A key consideration for the Council in the delivery of this theme is to consider the opportunities to realise capital and/ or increased income streams from our existing asset base. The

proposals in relation to River Lawn and River Walk are therefore directly relevant to this theme.

1.8 Legal Considerations

1.8.1 Cabinet is required to consider the objections received in response to the statutory notices relating to the proposed sale of the larger area of open space at River Lawn Road (as set out in paragraph 1.3.7). This must be done before any final decision is taken on the disposal.

1.9 Risk Assessment

1.9.1 Any financial risks arising in connection with the proposals were considered in Annex 5 to the report to Cabinet dated 9 February 2017.

1.10 Equality Impact Assessment

1.10.1 The proposed medical centre scheme will deliver considerable benefits to the community. As such, the scheme will provide a positive contribution to promoting equality. As specific elements of the development programme are taken forward, detailed consideration will be given to ensure potential impacts are identified and, where appropriate, action is taken to mitigate them in accordance with the Equality Act 2010 and supporting guidance.

1.11 Recommendation

1.11.1 Members are requested to consider the petition at Annex 1 and decide whether they wish to make any recommendations to Cabinet.

contact: Adrian Stanfield

Background Papers:

This page is intentionally left blank

change.org

Recipient: Tonbridge and Malling Borough Council

Letter: Greetings,

Stop selling the River Lawn and old CAB site without consultation!

Signatures

Name	Location	Date
Mark Hood	Tonbridge, England, UK	2017-01-17
Helen O'Neal	Tonbridge, England, UK	2017-01-17
Noel Ryan	Kemsing, England, UK	2017-01-17
Simon Partington	Kent, England, UK	2017-01-17
April Clark	Tonbridge, England, UK	2017-01-17
Fred Long	TONBRIDGE, England, UK	2017-01-17
Graeme Pine	Tonbridge, England, UK	2017-01-17
Steve Jackson	east Malling, England, UK	2017-01-17
David Ryan	Tunbridge Wells, England, UK	2017-01-17
Ted Rogers	Tonbridge, England, UK	2017-01-17
denise minihane	TONBRIDGE, England, UK	2017-01-17
Ian Jarmaine	Paddock Wood, England, UK	2017-01-17
Ken Budworth	Nr Sevenoaks, England, UK	2017-01-17
andrea simpkins	wiltshire, England, UK	2017-01-17
Robert Bullett	Tonbridge, England, UK	2017-01-17
Lucy Bullett	tonbridge, England, UK	2017-01-18
Howard Porter	Trottiscliffe, England, UK	2017-01-18
Mary Blossom	Tonbridge, England, UK	2017-01-18
Megan Nel	London, England, UK	2017-01-18
Kelly Botley	Kent, England, UK	2017-01-18

Name	Location	Date
Andrea Hood	Tonbridge, England, UK	2017-01-18
sharon hutchins	Kent, England, UK	2017-01-18
Lucy Athey	tonbridge, England, UK	2017-01-18
stephanie wardle	Tonbridge, UK	2017-01-18
Jane Macnaghten	Tonbridge, Northern Ireland, UK	2017-01-18
deborah hayes	Tonbridge, England, UK	2017-01-18
Linda Hogg	Tonbridge, England, UK	2017-01-18
Sue Cranmer	Leybourne, England, UK	2017-01-18
Ann Mitchell	Tonbridge, England, UK	2017-01-18
Elaine Maytum	Tonbridge, England, UK	2017-01-18
Linda Beesley	Tonbridge, England, UK	2017-01-18
Ursula Brennan	Tonbridge, England, UK	2017-01-18
Natasha Panjwani	New Delhi, England, UK	2017-01-18
Shirley Varney	Tonbridge, England, UK	2017-01-18
Zena Makey	Tonbridge, England, UK	2017-01-18
Chris Gurney	Tonbridge, England, UK	2017-01-18
Linda Pinnell	Tonbridge, England, UK	2017-01-18
Wayne Smith	Paddock Wood, England, UK	2017-01-18
Sue Harding	Tonbridge, England, UK	2017-01-18
Clare macro	Kent, England, UK	2017-01-18
Julia Griffiths	Tonbridge, England, UK	2017-01-18
Greg Fox	Royal Tunbridge Wells, England, UK	2017-01-18

Name	Location	Date
Ray Shelley	Gillingham, England, UK	2017-01-18
david leach	tonbridge, England, UK	2017-01-18
Nick Maszota	Tonbridge, England, UK	2017-01-18
Tracey Wright	Walsall, England, UK	2017-01-18
Christian Hill	Tonbridge, England, UK	2017-01-18
stefan howick	Tonbridge, England, UK	2017-01-18
Paul Stepto	Tonbridge, England, UK	2017-01-18
sue vass	Tonbridge, England, UK	2017-01-18
debbie dunlop	tonbridge, England, UK	2017-01-18
kelly bailey-lawrence	Hadlow, England, UK	2017-01-18
fleur sinclair	Tonbridge, England, UK	2017-01-18
Jo Jeffery	KENT, England, UK	2017-01-18
Wendy Roe	London, England, UK	2017-01-18
Simon G Thomas	Tonbridge, England, UK	2017-01-18
dany mater	France	2017-01-19
Susan and Diane Killick	Tonbridge, England, UK	2017-01-19
cindy parkhurst	tonbridge, England, UK	2017-01-19
Sally McKay	Kent, England, UK	2017-01-19
Murray Crosby	Tonbridge, England, UK	2017-01-19
Christopher Christoforou	Tonbridge, England, UK	2017-01-20
Diane Martin	Royal Tunbridge Wells, England, UK	2017-01-22
David Rabbett	kent, England, UK	2017-01-23

Name	Location	Date
Gary Burkin	Tonbridge, UK	2017-01-24
Inga Churchman	Ludlow, England, UK	2017-01-24
Emma Hood	Tonbridge, England, UK	2017-02-05
John Adams	Tonbridge, England, UK	2017-02-05
Stuart Henderson	Tonbridge, England, UK	2017-02-06
LISA COPLEY	TONBRIDGE, England, UK	2017-02-06
Lucy Hill	London, England, UK	2017-02-06
Nimisha Chaturvedi	Loughton, England, UK	2017-02-06
mark woods	Tonbridge, England, UK	2017-02-06
Kirstie Reid	TONBRIDGE, England, UK	2017-02-06
Andy Cross	Tonbridge, England, UK	2017-02-06
Marianne Blackmore	Kent, UK	2017-02-06
Trina O'Neil	Tonbridge, England, UK	2017-02-06
Claire Dobson	hadlow, England, UK	2017-02-06
Joné Cavendish	Tonbridge, England, UK	2017-02-06
Elaine Austin	Hadlow, England, UK	2017-02-06
Helen roberts	East Peckham, England, UK	2017-02-06
Jo Peel	West Wickham, England, UK	2017-02-06
Gillian Turner	Tonbridge, England, UK	2017-02-06
Jill Steadman	Tonbridge, England, UK	2017-02-06
Toni Jepson	Kent, England, UK	2017-02-06
Sarah Leach	Tonbridge, England, UK	2017-02-06

Name	Location	Date
Pauline Jones	Tonbridge, England, UK	2017-02-06
Marjorie Zehntner	Pembury, England, UK	2017-02-06
andrew pine	Tonbridge, England, UK	2017-02-06
Evelyn Nazer	Tonbridge, England, UK	2017-02-06
Charlotte Colbran	Hildenborough, England, UK	2017-02-06
Dave Burke	Brisbane, Australia	2017-02-06
Samantha Smith	kent, England, UK	2017-02-06
James Rushen	London, England, UK	2017-02-06
Paul Herbert	Hildenborough, England, UK	2017-02-06
Frankie Turner	Tonbridge, England, UK	2017-02-06
Susan Sage	Tonbridge Kent, England, UK	2017-02-06
Sarah Hankey	Tonbridge, England, UK	2017-02-06
Janice Youngrogers	Hadlow, England, UK	2017-02-06
stuart cox	deal kent, England, UK	2017-02-06
Caroline Nesbitt	Tonbridge, England, UK	2017-02-07
Julian Wall	Tonbridge, England, UK	2017-02-07
Emma Cottle	Tonbridge, England, UK	2017-02-07
Chris Brown	Bexhill on Sea, England, UK	2017-02-07
Matthew Saunders	London, England, UK	2017-02-07
Roger Feltham	Mevagissey, England, UK	2017-02-07
Jacki Smith	Tonbridge, England, UK	2017-02-07
Hildegard Pax	Hadlow, England, UK	2017-02-07

Name	Location	Date
James Sedge	Tonbridge, England, UK	2017-02-07
Paula Dobson	Tonbridge, England, UK	2017-02-07
Steven Wright	Southborough, England, UK	2017-02-07
Gary Wilson	Tonbridge, England, UK	2017-02-07
Kit Hawes-Webb	Tunbridge Wells, England, UK	2017-02-07
John Burden	Hastings, England, UK	2017-02-07
Ann Benfield	Tonbridge, England, UK	2017-02-08
Sylvia Wickens	Crowborough, England, UK	2017-02-08
denis buckley	tonbridge, UK	2017-02-08
Robert Oliver	Tonbridge, England, UK	2017-02-08
Marian Barlow	Tonbridge, UK	2017-02-08
Donna Dodds	Hadlow, England, UK	2017-02-08
Katie Husband	Fareham, UK	2017-02-10
Suzanne Swan	Tonbridge, England, UK	2017-02-13
Claire Fillery	Tonbridge, England, UK	2017-02-16
Sarah Nicholl	Tonbridge, England, UK	2017-02-16
clinton welch	Ightham, England, UK	2017-02-16
jason sullivan	tonbridge, England, UK	2017-02-16
Andrew Paulson	Tonbridge, England, UK	2017-02-16
Tracey Salter	Tonbridge, England, UK	2017-02-16
Jacqueline Read	Tonbridge, England, UK	2017-02-16
Claire Hodgson	Tonbridge, England, UK	2017-02-16

Name	Location	Date
sarah newton	Rochester, England, UK	2017-02-16
Louisa Ford	Tonbridge, England, UK	2017-02-16
Linda Nel	Tonbridge, England, UK	2017-02-16
Chris Reader	Tonbridge, England, UK	2017-02-16
claire roberts	tonbridge, England, UK	2017-02-16
Warren Nel	Tonbridge, England, UK	2017-02-16
Fiona Jones	Tonbridge, England, UK	2017-02-16
Paul Soper	Tonbridge, England, UK	2017-02-16
Stuart Docherty	Pembury, England, UK	2017-02-16
Claire Thompsett	Paddock wood, England, UK	2017-02-16
Kirstie Mackenzie	Snodland, England, UK	2017-02-16
annie fowler	Tonbridge, England, UK	2017-02-16
Caroline Shrimpton	Tonbridge, England, UK	2017-02-16
Steven McGuire	Tonbridge, England, UK	2017-02-16
Kelly Woodman	Kent, England, UK	2017-02-16
K Bowden	Tonbridge, England, UK	2017-02-16
Lisa Ayling	France	2017-02-16
Jan Reynolds	Tockington, England, UK	2017-02-16
Zena Beech	Tonbridge, England, UK	2017-02-16
barry milns	tonbridge, England, UK	2017-02-16
Patsy Corke	Tonbridge, England, UK	2017-02-16
Heidi Chalklin	Tonbridge, England, UK	2017-02-16

Name	Location	Date
Dave hammond	tonbridge, England, UK	2017-02-16
Sandy Sandison	Hildenborough, England, UK	2017-02-16
Shaun Stockdale	Tonbridge, England, UK	2017-02-17
Antonia Penney	Rye, England, UK	2017-02-17
donna martin	london, England, UK	2017-02-17
Peter Malyan	Tonbridge, England, UK	2017-02-17
Trina collins	Tonbridge, England, UK	2017-02-17
Farrah Barton	Tonbridge, England, UK	2017-02-17
Louise Wye	Tonbridge, England, UK	2017-02-17
Louise Norman	Tonbridge, England, UK	2017-02-17
Karen Steadman	Tonbridge, England, UK	2017-02-17
Lauren Williams	Kent, England, UK	2017-02-17
Tracey Lawrance	Kent, England, UK	2017-02-17
Brian Childs	Tonbridge, England, UK	2017-02-17
Katie Hull	Kent, England, UK	2017-02-17
Stuart Young	Tonbridge, England, UK	2017-02-17
Lesley milns	Bexhill, England, UK	2017-02-17
Liz Martin	Tonbridge, England, UK	2017-02-17
Phil Shoebridge	Tonbridge, England, UK	2017-02-17
Kay Shoebridge	Tonbridge, England, UK	2017-02-17
Ann Philp	Kennoway, Scotland, UK	2017-02-17
Matt Stabeler	Tonbridge, England, UK	2017-02-17

Name	Location	Date
john line	dover, England, UK	2017-02-17
Christopher Shoebridge	Tonbridge, England, UK	2017-02-17
Frankie Clarke	Southborough, England, UK	2017-02-17
Sarah Hinz	Tonbridge, England, UK	2017-02-17
Kim Clifton	Tonbridge, England, UK	2017-02-17
Nicholas Vidler	Tonbridge, England, UK	2017-02-17
Suzanne Smith	Paddock wood, England, UK	2017-02-17
Martin Tilbury	Tonbridge, England, UK	2017-02-17
Andrew Thistlewood	Tonbridge, England, UK	2017-02-17
toni milns	Charlton, England, UK	2017-02-17
Sarah Young	Tonbridge, England, UK	2017-02-17
Adam Carmichael	East Malling, England, UK	2017-02-17
Matt Hull	Australia	2017-02-17
Vicks Baston	Tonbridge, England, UK	2017-02-17
Jayne Springate	Lamberhurst, England, UK	2017-02-17
Helen Swan	Tonbridge, England, UK	2017-02-17
Michael Fagg	Tonbridge, England, UK	2017-02-18
Paul Bancroft	Birmingham, England, UK	2017-02-18
Jeanne Lane	Tonbridge, England, UK	2017-02-18
Maryann Dufton	Leigh, England, UK	2017-02-18
Karen Carter	Hadlow, England, UK	2017-02-18
Terry Shoebridge	Tonbridge, England, UK	2017-02-19

Name	Location	Date
Ian Docherty	Tonbridge, England, UK	2017-02-19
Helen Tinworth	Tonbridge, England, UK	2017-02-20
Viv Concannon	Tonbridge, England, UK	2017-02-23
Diana Gibb	Tonbridge, England, UK	2017-02-23
Barbara Buck	Tonbridge, England, UK	2017-02-23
Andrea Senior	Tonbridge, England, UK	2017-02-23
Fay Carradine	Tonbridge, England, UK	2017-02-23
Margaret Shilling	Tonbridge, England, UK	2017-02-23
Julie Van Ruyckevelt	Tonbridge, England, UK	2017-02-23
Philip Davis	Tonbridge, UK	2017-02-23
Angela Miller	Bexhill, England, UK	2017-02-24
Jill Goldsworthy	Tonbridge, England, UK	2017-02-24
Claire George	Wootton Bridge, England, UK	2017-02-24
Chris Gowrley	London', England, UK	2017-02-24
DUNCAN WEIR	TONBRIDGE, England, UK	2017-02-24
Dilshad Lazrus	Hildenborough, England, UK	2017-02-25
Gemma Skillett	East Peckham, England, UK	2017-02-25
Riona Horley	Sevenoaks, England, UK	2017-02-26
Robert Kelsall	Tonbridge, England, UK	2017-02-26
Emily Dance	Tonbridge, England, UK	2017-02-26
Nicola Haworth	Bolton, England, UK	2017-02-26
Sally Bland1	London, England, UK	2017-02-28

Name	Location	Date
Michael Barnes	Tonbridge, England, UK	2017-03-06
tracy gibbs tracykenward@talktalk.net	hildenborough, England, UK	2017-03-19
Charlotte Lusher	Tonbridge, England, UK	2017-03-19
Lesley Bhatti	Edinburgh, Scotland, UK	2017-03-21
Samantha Tapp	Tonbridge, UK	2017-03-25
Mark Payne	Tonbridge, England, UK	2017-03-25
David Hussey	Tonbridge, England, UK	2017-04-04
David Clark	Orpington, England, UK	2017-04-05
gerald ellard	Tonbridge, England, UK	2017-04-12
Liz Ames	Tonbridge, England, UK	2017-04-12
Helen Kitto	Kent, England, UK	2017-04-12
Jenny Ellard	Tonbridge, England, UK	2017-04-12
Joanna Wass	Tonbridge, England, UK	2017-04-12
Andrew Rabbett	Tonbridge, England, UK	2017-04-13
Tina Hall	Tonbridge, England, UK	2017-04-13
Aaron Hill	Hildenborough, England, UK	2017-04-13
Lorraine Clements	Kent, England, UK	2017-04-13
Phill Barton	tonbridge, England, UK	2017-04-13
lynda woodhams	Pembury, England, UK	2017-04-13
Gill Sargent	Tonbridge, England, UK	2017-04-13
Peter Kucers	Tonbridge, England, UK	2017-04-13

Name	Location	Date
Joanne Mullan	Tonbridge, England, UK	2017-04-13
Kim Roberts	Kent, England, UK	2017-04-13
Sarah Jones	Tonbridge, England, UK	2017-04-13
debbie burkin	Tonbridge, England, UK	2017-04-13
Toni Dyas	Hastings, England, UK	2017-04-13
Jill holden	Hastings, England, UK	2017-04-13
Michelle Ashbrook	Hildenborough, England, UK	2017-04-13
jacqui charvat	Tonbridge, England, UK	2017-04-13
Colin Hurley	TONBRIDGE, England, UK	2017-04-13
Kay Wilkins	Tonbridge, UK	2017-04-13
Tina Reynolds	Mereworth, England, UK	2017-04-13
Gaenor Reynolds	Tonbridge, England, UK	2017-04-13
Liz Adams	Tonbridge, England, UK	2017-04-13
Ruth Davis	Tonbridge, England, UK	2017-04-13
Sarah Jane	Tonbridge, England, UK	2017-04-13
Josie Hardcastle	Tonbridge, England, UK	2017-04-13
Vicky Widdicombe	Tonbridge., England, UK	2017-04-13
Jan Arnold	Tonbridg, England, UK	2017-04-13
Larisa Wood	Tonbridge, England, UK	2017-04-13
Ian Barker	Tonbridge, England, UK	2017-04-13
paul kinsey	Tonbridge, England, UK	2017-04-13
stephanie lewin	Croydon, England, UK	2017-04-13

Name	Location	Date
Magdalena Pieczykolan	Tonbridge, England, UK	2017-04-13
Clare Philp	Tonbridge, England, UK	2017-04-13
eileen porter	Southampton, England, UK	2017-04-13
Maxene Hoadley	Tonbridge, England, UK	2017-04-13
Robin Britcher	Birchington, England, UK	2017-04-13
Sharon Sainsbury	Kent, England, UK	2017-04-13
Chris Hobbs	Tonbridge, England, UK	2017-04-13
frances long	Tonbridge, England, UK	2017-04-13
Chris Nicholls	Hollingbourne, England, UK	2017-04-13
Susan Harwood	Tonbridge, England, UK	2017-04-13
Pauline Pilgrim	Tonbridge, England, UK	2017-04-13
Stephanie Tichborne	Tonbridge, England, UK	2017-04-13
Maureen Carroll	Tonbridge, England, UK	2017-04-13
Jessica Spickernell	Tonbridge, England, UK	2017-04-13
rhona harris	Tonbridge, England, UK	2017-04-13
Fed Up	London, England, UK	2017-04-13
Nicola Benson	Wrexham, Wales, UK	2017-04-13
Maria Common	Kent, England, UK	2017-04-13
Stephanie Jenner	Tonbridge, Kent, Uk, England, UK	2017-04-13
Jade stephens	Kent, England, UK	2017-04-13
karl van den Broek	tonbridge, England, UK	2017-04-13
Graeme Lansell	Tonbridge, England, UK	2017-04-13

Name	Location	Date
Trisha Robynns	TONBRIDGE, England, UK	2017-04-14
sally johnson	Tonbridge, England, UK	2017-04-14
Beverley Lawrence	Tonbridge, England, UK	2017-04-14
Lisa Feltham	Tonbridge, England, UK	2017-04-14
Stephen Robinson	Tonbridge, England, UK	2017-04-14
Brionnie Briers	Tonbridge, England, UK	2017-04-14
Wendy McCormack	Shipbourne, Tonbridge, England, UK	2017-04-14
Georgiana Cooper	Hildenborough, England, UK	2017-04-14
Janet White	Tonbridge, England, UK	2017-04-14
cathy gilbert	Tonbridge Kent, England, UK	2017-04-14
sue waterman	Hadlow, England, UK	2017-04-14
Claire collett	tonbridge, England, UK	2017-04-14
Janice Standen	Tonbridge, England, UK	2017-04-14
Marion Finn	Hadlow, England, UK	2017-04-14
Macarena Groenendijk	Tonbridge, England, UK	2017-04-14
Andrew Smith	ST. AUSTELL, England, UK	2017-04-14
Emma Barr	Tonbridge, England, UK	2017-04-14
Emma Jemkins	Chartham, England, UK	2017-04-14
Aimee Faulkner	Tonbridge, England, UK	2017-04-14
Alina Usurelu	Tonbridge, England, UK	2017-04-14
Evelyn Hood	Tonbridge, England, UK	2017-04-14

Name	Location	Date
Laura Mathias clay	Tonbridge, UK	2017-04-14
Sandra Burgess	Tonbridge, England, UK	2017-04-14
Pauline Baldwin	Tonbridge, England, UK	2017-04-14
Clare Gott	Tonbridge, England, UK	2017-04-14
Joanne Wilson	Tonbridge, England, UK	2017-04-14
Peta Benson	Willesborough, England, UK	2017-04-14
Taz Hardcastle	Tonbridge, England, UK	2017-04-14
Eric Smallwood	Paddock Wood, England, UK	2017-04-14
Tina Buttle	Plymouth, England, UK	2017-04-14
Laura Christmas	Tonbridge, England, UK	2017-04-14
Sue Wright	Town Centre, England, UK	2017-04-14
Kai-lyn hodgkin	Tonbridge, England, UK	2017-04-14
Edith Wills	Tonbridge, England, UK	2017-04-14
Jan Simpson	Hildenborough, England, UK	2017-04-14
alan scott	Tonbridge, England, UK	2017-04-14
Kim Fuller	Tonbridge, England, UK	2017-04-14
A Taylor	Tonbridge, England, UK	2017-04-14
Nicola Ansdell	Tonbridge, England, UK	2017-04-14
Lisa Tooth	Tonbridge, England, UK	2017-04-14
Becky Jones	Tonbridge, England, UK	2017-04-14
Sara Hasted	Tonbridge, England, UK	2017-04-14
Jo Endersby	Tonbridge, England, UK	2017-04-14

Name	Location	Date
joyce hardcastle	Tonbridge, England, UK	2017-04-14
Jane Carr	Lydney, England, UK	2017-04-14
Jon Collins	Chiddingstone Causeway, England, UK	2017-04-14
Sue Cotton	Tonbridge, England, UK	2017-04-14
Angela Featherstone	Tonbridge, England, UK	2017-04-14
Kelly Ray	Tonbridge, England, UK	2017-04-14
tim salter	Tonbridge, England, UK	2017-04-14
Tilly Salter	Tonbridge, England, UK	2017-04-14
Wendy Diplock	Tonbridge, England, UK	2017-04-14
Zenda Robson	Tonbridge, England, UK	2017-04-14
Clive pulley	East Peckham, England, UK	2017-04-14
Simon Johnson	Tonbridge, England, UK	2017-04-14
Debi Simpson	Tonbridge, England, UK	2017-04-14
Gavin Henry	Tonbridge, England, UK	2017-04-14
Helena Busby	Hadlow, England, UK	2017-04-14
Clare Drew	Tonbridge, England, UK	2017-04-14
Jayne Linington	Tonbridge, England, UK	2017-04-14
margaret beston	Tonbridge, England, UK	2017-04-14
Fiona Butcher	Tonbridge, England, UK	2017-04-14
carmella emmerson	tonbridge, England, UK	2017-04-14
Dion Bayley	Tonbridge, England, UK	2017-04-14

Name	Location	Date
maria saxby	Tonbridge, England, UK	2017-04-14
Suzanne Chiasson	St Albans, England, UK	2017-04-14
Naz Vokes	Tonbridge, England, UK	2017-04-14
Jessica Card	Portslade, England, UK	2017-04-14
Lisa Boughton	kent, England, UK	2017-04-14
Chris Latter	Tonbridge, England, UK	2017-04-14
Samantha Elliott	TONBRIDGE, England, UK	2017-04-14
Paul Gibson	Tonbridge, England, UK	2017-04-14
Andrew Price	Tonbridge, England, UK	2017-04-14
Andrea richards	Tonbridge, England, UK	2017-04-14
Clare Robertson	Tonbridge, England, UK	2017-04-14
David Harvey	Ibrag, Malta	2017-04-14
Sally Scott-Skinner	Tonbridge, England, UK	2017-04-14
Lora Brannvall	Tonbridge, England, UK	2017-04-14
Andy Fordyce	London, England, UK	2017-04-14
Laura Bayley	Tonbridge, England, UK	2017-04-14
Sam Hall	Kent, England, UK	2017-04-14
Philippa Saddler	Tonbridge, UK	2017-04-14
Kevin Richardson	Tonbridge, England, UK	2017-04-14
Sacha Micallef	Tonbridge, England, UK	2017-04-14
Lisa Stevens	Tonbridge, England, UK	2017-04-14
Nicky Bartholomew	Tonbridge, England, UK	2017-04-14

Name	Location	Date
Davina Couldridge	Tonbridge, England, UK	2017-04-14
David Savage	Tonbridge, England, UK	2017-04-14
Alex Goldswain	Mereworth, England, UK	2017-04-14
Carla savage	Tonbridge, England, UK	2017-04-14
Frances Hoskins	Tonbridge, England, UK	2017-04-14
Greta Jarmaine	Tonbridge, England, UK	2017-04-14
Lindsey morris	Tonbridge, England, UK	2017-04-14
Laurence Quinnell	Tonbridge, England, UK	2017-04-14
Kate Roche-Gordon	Tonbridge, England, UK	2017-04-14
Sophie Quinnell	Tonbridge, England, UK	2017-04-14
Philip Shorter	Maidstone, England, UK	2017-04-14
Eric Beston	Tonbridge, England, UK	2017-04-14
Justine Norris	Tonbridge, England, UK	2017-04-14
Cheryl Galley	Tonbridge Kent, England, UK	2017-04-14
Catherine Shorter	Hildenborough, England, UK	2017-04-14
Emily Hogg	Tonbridge, England, UK	2017-04-14
Bethan Dean	Tonbridge, England, UK	2017-04-14
Pamela Farley	Smallfield, England, UK	2017-04-15
dave allen	wawanesa, Canada	2017-04-15
Amy Coppinger	London, England, UK	2017-04-15
Sarah Robbins	Tonbridge, England, UK	2017-04-15
Charlotte Raveney	Tonbridge, England, UK	2017-04-15

Name	Location	Date
Ruth Connelly	Tonbridge, England, UK	2017-04-15
Sophie Rayment	Tonbridge, England, UK	2017-04-15
Holly Velvick	Tonbridge, England, UK	2017-04-15
Donna morley	Hildenborough, England, UK	2017-04-15
Elaine Bayley	Hadlow, England, UK	2017-04-15
Alison Millis	Tunbridge Wells, England, UK	2017-04-15
Samuel Dunstall	Larkfield, England, UK	2017-04-15
Julia Heydon-Wells	Tonbridge, England, UK	2017-04-15
Dave Withington	Tonbridge, England, UK	2017-04-15
Rachel Murray	Tonbridge, England, UK	2017-04-15
Gillian Wakeman	Tonbridge, England, UK	2017-04-15
Kath Thonas	Pontypridd, Wales, UK	2017-04-15
George Hall	Tonbridge, England, UK	2017-04-15
Sarah McMurray	Tonbridge, England, UK	2017-04-15
Tony Hood	Tonbridge, England, UK	2017-04-15
Christopher barmby	Tonbridge, England, UK	2017-04-15
Nicola 'Gee'	Hildenborough, England, UK	2017-04-15
pia Rathje-Burton	Haarby, England, UK	2017-04-15
Peters Corner	Ashford, England, UK	2017-04-15
Heather Hadley	Tonbridge, England, UK	2017-04-15
Susan Kucers	Tonbridge, England, UK	2017-04-15
Emma Curtis	Tonbridge, England, UK	2017-04-15

Name	Location	Date
Hannah Jones	Tonbridge, England, UK	2017-04-15
Tim Bentley	London, England, UK	2017-04-15
David Webb	Fordcombe, England, UK	2017-04-15
Elizabeth King	Hildenborough, England, UK	2017-04-15
Janine cole	Tonbridge, England, UK	2017-04-15
Lynn Meakins	Tonbridge, England, UK	2017-04-15
Lewis Beacham	Kent, England, UK	2017-04-15
Graham Dodd	Tonbridge, England, UK	2017-04-15
Ed Mahoney	Tonbridge, England, UK	2017-04-15
Lee Sutton	London, England, UK	2017-04-15
Kelvin Henry	Sissinghurst, England, UK	2017-04-15
Emma Carrington	Tonbridge, England, UK	2017-04-15
Simon Dolding	CROWBOROUGH, England, UK	2017-04-15
Arthur Phillipson	Bridlington, England, UK	2017-04-15
Jean Jenner	Tonbridge, England, UK	2017-04-15
Jennifer Weeks	Tonbridge, England, UK	2017-04-15
Suzanne Callander	Tudeley, England, UK	2017-04-15
Claire Owens	Tonbridge, England, UK	2017-04-15
Pip Greenaway	Tonbridge, England, UK	2017-04-15
Martyn Budd	Southborough, England, UK	2017-04-15
Julie Madden	Hartfield, England, UK	2017-04-15
Kim McCarthy	Tonbridge, England, UK	2017-04-15

Name	Location	Date
Katie Clark	Basingstoke, England, UK	2017-04-15
Seb Brennan	London, England, UK	2017-04-15
Kathryn Gunning	Tonbridge, England, UK	2017-04-15
annamarie winfield	tonbridge, England, UK	2017-04-15
Michael Fitzgerald	Stockbury, England, UK	2017-04-15
James Baker	Pinner, England, UK	2017-04-15
Nicholas Grundy	Matfield, England, UK	2017-04-15
Rebecca Cobby	Tonbridge, England, UK	2017-04-15
Mary Gallagher	Tonbridge, England, UK	2017-04-15
Phil Woodward	Tonbridge, England, UK	2017-04-15
Louise Ingham-Mare	Tonbridge, England, UK	2017-04-15
Brigette Griffiths	Tonbridge Kent, England, UK	2017-04-15
Louise McCulloch	Tonbridge, England, UK	2017-04-15
KAY MACK	TONBRIDGE, England, UK	2017-04-15
ram prakash	Tonbridge, England, UK	2017-04-15
Svetlana Hartland	Tonbridge, England, UK	2017-04-15
Kate Lilley	Tonbridge, England, UK	2017-04-15
Tanya Markides	Tonbridge, England, UK	2017-04-15
James Lilley	Tonbridge, England, UK	2017-04-15
Simon Begley	London, England, UK	2017-04-15
Tracey Denton	Tonbridge, England, UK	2017-04-16
Helen Freeman	Coventry, England, UK	2017-04-16

Name	Location	Date
Charlotte Barton	Tonbridge, England, UK	2017-04-16
Shon Angus	Tonbridge, England, UK	2017-04-16
Elaine ashton	Tonbridge, England, UK	2017-04-16
Alan Leigh	East Peckham, England, UK	2017-04-16
Leah Greenhalgh	Kent, UK	2017-04-16
Joyce Noyes	Tonbridge. Kent, England, UK	2017-04-16
Chris Harlow	Tonbridge, England, UK	2017-04-16
Julia Warren	Tonbridge, England, UK	2017-04-16
Jane Dorsett	Tonbridge, England, UK	2017-04-16
Emma Harding	Tonbridge, England, UK	2017-04-16
Celia Griver	Tonbridge, England, UK	2017-04-16
Michelle Hall	Tonbridge, England, UK	2017-04-16
Emma Stokes	Tonbridge, England, UK	2017-04-16
Charlotte Chadwick	Tonbridge, England, UK	2017-04-16
Jenni Hewitt	Tonbridge, England, UK	2017-04-16
Val Shea	Tonbridge, England, UK	2017-04-16
Fiona Dunn	Tonbridge, England, UK	2017-04-16
David Whittaker	Tonbridge, England, UK	2017-04-16
Pauline Dawson	Tonbridge, England, UK	2017-04-16
Amanda Sharp	Haverfordwest, Wales, UK	2017-04-16
Elizabeth Butler	Tonbridge, England, UK	2017-04-16
Silke Thistlewood	Tonbridge, England, UK	2017-04-16

Name	Location	Date
Richard Byatt	West Malling, England, UK	2017-04-16
carol minter	london, England, UK	2017-04-16
tim hansell	Tonbridge, England, UK	2017-04-16
Leo Ulph	West Malling, England, UK	2017-04-16
Len Harvey	Tonbridge, England, UK	2017-04-16
Clare Brown	Borough Green, England, UK	2017-04-16
Theodora O'Brien	Tonbridge, England, UK	2017-04-16
Nicola Summerfield	Kent, England, UK	2017-04-16
Fiona O'Brien	Tonbridge, England, UK	2017-04-16
sarah benham	Tonbridge, England, UK	2017-04-16
Janet Penfold	Five Oak Green, England, UK	2017-04-16
tracey griffiths-beer	Kent, England, UK	2017-04-16
Kimberley Hammett	Tonbridge, England, UK	2017-04-16
Diana Scott	Gravesend, England, UK	2017-04-16
Karen Murphy	Tonbridge, England, UK	2017-04-16
Jan Lacey	Tonbridge, England, UK	2017-04-16
Laura Rainsford	Tonbridge, England, UK	2017-04-16
jacquie wyatt	Tonbridge, England, UK	2017-04-16
Esther Leigh	tonbridge, England, UK	2017-04-16
Emma Lander	Tonbridge, England, UK	2017-04-16
Natasha Chapman	Kent, England, UK	2017-04-16
Heidi Watson	Tonbridge, England, UK	2017-04-16

Name	Location	Date
Sarah Carter	Tonbridge, England, UK	2017-04-16
Laura Cole	Tonbridge, England, UK	2017-04-16
Andrew Cole	Tonbridge, England, UK	2017-04-16
Kate Chamberlain	Tonbridge, England, UK	2017-04-16
Ash Burke	Tonbridge, England, UK	2017-04-16
Rachel Stewart	Tonbridge, England, UK	2017-04-17
Nicola Wetson	Tonbridge, England, UK	2017-04-17
Clare Roach	Tonbridge, England, UK	2017-04-17
Bev Saxby	Tonbridge, England, UK	2017-04-17
Nicky Kostyrka	Tonbridge, England, UK	2017-04-17
Valerie pargeter	tonbridge, UK	2017-04-17
Kayleigh Smith	Tonbridge, England, UK	2017-04-17
Ian Paulson	Tonbridge, England, UK	2017-04-17
Sarah Paulson	Tonbridge, England, UK	2017-04-17
Keely Reynolds	Tonbridge, England, UK	2017-04-17
Steph Cunningham	Kent, England, UK	2017-04-17
Deborah Purseglove	Tonbridge, England, UK	2017-04-17
chloe le fay	east sussex, England, UK	2017-04-17
Emma Newstead	Kent, England, UK	2017-04-17
Rachel Moriarty	London, England, UK	2017-04-17
Ian Rudd	Tonburdge, England, UK	2017-04-17
Heather matthews	Hildenborough, England, UK	2017-04-17

Name	Location	Date
leanne mabbott	Tonbridge, England, UK	2017-04-17
jan knight	Langton Green, England, UK	2017-04-17
Hannah Appelgren	Tonbridge, England, UK	2017-04-17
Nicky McGregor	London, England, UK	2017-04-17
Ruby Quinnell	Tonbridge, England, UK	2017-04-17
Nicola Simmonds	East Peckham, England, UK	2017-04-17
Kevin Norbury	Tonbridge, England, UK	2017-04-17
Victoria Staveley	Tonbridge, England, UK	2017-04-17
Megan Hennessy	Tonbridge, England, UK	2017-04-17
Chloe Tucknott	Tonbridge, England, UK	2017-04-17
Jacky Smith	Coleford, England, UK	2017-04-17
Tom Carradine	Tonbridge, England, UK	2017-04-17
Kayleigh Minihane	Tonbridge, England, UK	2017-04-17
Karen Jarman	Tonbridge, England, UK	2017-04-17
Joleene Gonzalez	Tonbridge, England, UK	2017-04-17
Wendy Blundell	Tonbridge, UK	2017-04-17
Chris Parker	Tonbridge, England, UK	2017-04-17
Suzy McAllister	Tonbridge, England, UK	2017-04-17
Laura Southall	Tonbridge, England, UK	2017-04-17
Kim Viney	Tonbridge, England, UK	2017-04-17
Debbie Alderton	Tonbridge, England, UK	2017-04-17
Clare Robins	Tonbridge, England, UK	2017-04-17

Name	Location	Date
Martin Cxrap	Tonbridge, England, UK	2017-04-17
Jackie Farrant	Tonbridge, England, UK	2017-04-17
Don Allen	Tonbridge, England, UK	2017-04-17
Diane Arnold-Teeling	Tonbridge, England, UK	2017-04-17
ruth Hopkins-ballard	Tonbridge, England, UK	2017-04-17
Tara Barden	Eridge Green, England, UK	2017-04-17
david mclaughlin	tonbridge, England, UK	2017-04-17
Michelle Liard	Tonbridge, England, UK	2017-04-17
Jenny Middleton	Tonbridge, England, UK	2017-04-17
Alexander Bell	Tonbridge, England, UK	2017-04-17
Judith Bradshaw	Ightham, England, UK	2017-04-17
Kathryn Parkin	Tonbridge, England, UK	2017-04-17
Tracey Devlin	Tonbridge, England, UK	2017-04-17
Sharon Staples	Tunbridge wells, England, UK	2017-04-17
Keith Walters	Hildenborough, England, UK	2017-04-17
Andrew Cole	Tonbridge, England, UK	2017-04-17
Robert Taylor	Tonbridge, England, UK	2017-04-17
Sheila Wand	Hikdenborough, UK	2017-04-17
Margaret Powell	Hadlow, England, UK	2017-04-17
alex town	Kings Hill, England, UK	2017-04-17
Nick James	Paddock Wood, England, UK	2017-04-17
Lily Quinnell	Kent, England, UK	2017-04-17

Name	Location	Date
Rosalind Bassett-Thomas	Hildenborough, England, UK	2017-04-17
Nikki Dearsley	Tonbridge, England, UK	2017-04-17
Trevor Buss	Tonbridge, England, UK	2017-04-17
Martin Saltmarsh	Tonbridge, England, UK	2017-04-17
Sarah McIntyre	Hildenborough, England, UK	2017-04-17
Maxine Suich	Tonbridge, England, UK	2017-04-17
Sharon Collyer	Tonbridge, England, UK	2017-04-17
Sue Julian	Tonbridge, England, UK	2017-04-17
Phil Green	West Malling, England, UK	2017-04-17
Adam Goldie	Tonbridge, England, UK	2017-04-17
Faye Doran	Tonbridge, England, UK	2017-04-17
Daphne Nieland	Tonbridge, England, UK	2017-04-17
Richard Coppinger	Tonbridge, England, UK	2017-04-17
Caron Martin	Carmarthenshire, Wales, UK	2017-04-17
Jennifer Meekham	Tonbridge, England, UK	2017-04-17
Helen Blakebrough	Tonbridge, England, UK	2017-04-17
wendy whyte	sevenoaks, England, UK	2017-04-17
Bob Bowlby	Tonbridge, England, UK	2017-04-17
Mark Burrows	Tonbridge, England, UK	2017-04-17
diane ashenden	Tonbridge, England, UK	2017-04-17
Katie Goddard	Tonbridge, England, UK	2017-04-17
michelle barbour	tonbridge, England, UK	2017-04-17

Name	Location	Date
Jill Herring	Tonbridge, England, UK	2017-04-17
Karen Vaillant	Tonbridge, England, UK	2017-04-17
Anne Morris	East Peckham, England, UK	2017-04-17
Sheila Eldridge	Tonbridge, England, UK	2017-04-17
Clare Greehy	Tonbridge, England, UK	2017-04-17
Susan Page	Tonbridge, England, UK	2017-04-17
Alan Roberts	TONBRIDGE, England, UK	2017-04-17
Lisa Chuilon	Tonbridge, England, UK	2017-04-17
Jennifer Walker	Tonbridge, England, UK	2017-04-17
Jessie Taylor	London, England, UK	2017-04-17
anita Askey	Tonbridge, UK	2017-04-17
emma rafter	Tonbridge, England, UK	2017-04-17
Rudi De Jager	Tonbridge, England, UK	2017-04-17
Robert Partridge	Tonbridge, England, UK	2017-04-17
sarah gleave	Deal, England, UK	2017-04-17
Andrea Graham	Tonbridge, England, UK	2017-04-17
Clare Grubb	Tonbridge, England, UK	2017-04-17
lizzie seetharaman	Tonbridge, England, UK	2017-04-17
Catherine Shorten	Tonbridge, England, UK	2017-04-17
simon cooney	Forest Row, England, UK	2017-04-17
Yvonne Rex	Bristol, England, UK	2017-04-17
Laura Mottram	Tonbridge, England, UK	2017-04-17

Name	Location	Date
Dawn Barraclough	Tonbridge, England, UK	2017-04-17
H Richardson	Tonbridge, England, UK	2017-04-17
Estelle Bebb	Tonbridge, England, UK	2017-04-17
Bart Brummer	hadlow, England, UK	2017-04-17
ADRIAN WINTER	TONBRIDGE, England, UK	2017-04-17
Lee Locke	Tonbridge, England, UK	2017-04-17
Sarah Luffingham	Tonbridge, England, UK	2017-04-17
Julian Staveley	Tonbridge, England, UK	2017-04-17
Rachel Johnson	Tonbridge, England, UK	2017-04-17
Louise Bayne	HAYWARDS HEATH, England, UK	2017-04-17
Christine Davidson	Kent, England, UK	2017-04-17
Lee Mead	Hildenborough, England, UK	2017-04-17
Suzanne Bradley	Tonbridge, England, UK	2017-04-17
Sally Thomas	Tonbridge, England, UK	2017-04-17
Karen Morgan	Tonbridge, England, UK	2017-04-17
Chiara Fioravanti	Tonbridge, England, UK	2017-04-17
Ben Hogwood	Tonbridge, England, UK	2017-04-17
maryjane stevens	tonbridge, England, UK	2017-04-17
patricia ingram	Tonbridge, England, UK	2017-04-17
Kathala Saddler	Tonbridge, England, UK	2017-04-17
Victoria Wright	Tonbridge, Kent, England, UK	2017-04-17
Nicky Goodwin	Tonbridge, England, UK	2017-04-17

Name	Location	Date
Bronnie Tyson	Royal Tunbridge Wells, England, UK	2017-04-17
ROSS Fairclough	Tonbridge, England, UK	2017-04-17
Alison Dorey	Bude, England, UK	2017-04-17
Neomi Holden	Tonbridge, England, UK	2017-04-17
JANE SIMMONS	TONBRIDGE KENT, England, UK	2017-04-17
Susanne Masling	Fernwood, England, UK	2017-04-17
Rebecca Bruce	Tonbridge, England, UK	2017-04-17
Samantha Boylan	Tunbridge Wells, England, UK	2017-04-18
Catherine Hylton	Tonbridge, England, UK	2017-04-18
Emma Harding	Tonbridge, England, UK	2017-04-18
Laura Elgey	Gaithersburg, Maryland, US	2017-04-18
Ann Gorvett	York, England, UK	2017-04-18
Elizabeth Russell	Tonbridge, England, UK	2017-04-18
Cheryl Jarmyn	Ditton, England, UK	2017-04-18
Ursula Phelan	Totnes, Devon, England, UK	2017-04-18
Amy Heskett	Tonbridge, England, UK	2017-04-18
Sam Coomber	Tonbridge, England, UK	2017-04-18
Jo briers	Tonbridge, England, UK	2017-04-18
Graham roots	Tonbridge, England, UK	2017-04-18
shaun veness	kent, England, UK	2017-04-18
Jack Galvin	Brighton, England, UK	2017-04-18
Maria Crespo Gibb	Tonbridge, England, UK	2017-04-18

Name	Location	Date
Jessica Cooper	Mayfield, England, UK	2017-04-18
Charles Wright	Tonbridge, England, UK	2017-04-18
julie boddington	tonbridge, England, UK	2017-04-18
Fhiona Giles	Tonbridge, England, UK	2017-04-18
stephanie abdey	Tonbridge, England, UK	2017-04-18
Jo Wallace	Hildenborough, England, UK	2017-04-18
Dan Williams	Tonbridge, England, UK	2017-04-18
chris greenaway	tonbridge, England, UK	2017-04-18
Jennifer Foley	Tonbridge, England, UK	2017-04-18
Faye Williams	Hildenborough, England, UK	2017-04-18
Alison Henwood	Tonbridge, England, UK	2017-04-18
Judith Stanton	Tonbridge, England, UK	2017-04-18
Lauren Meyer	Tonbridge, England, UK	2017-04-18
Matt Harvey	TONBRIDGE, England, UK	2017-04-18
Rowena Bolton	Tonbridge, England, UK	2017-04-18
Jeremy French	Tonbridge, England, UK	2017-04-18
David Vaughan	Tonbridge, kent, England, UK	2017-04-18
Sara Whitmarsh	Tonbridge, England, UK	2017-04-18
Sarah Bowes	Tonbridge, England, UK	2017-04-18
Suzannah Niklas	Tonbridge, England, UK	2017-04-18
Jack Marr	Verdun, England, UK	2017-04-18
Frances Brough	Tonbridge, UK	2017-04-18

Name	Location	Date
Sue Barritt	Tonbridge, England, UK	2017-04-18
duncan best	Tonbridge, England, UK	2017-04-18
Jessica Watson-Reynolds	Tonbridge, England, UK	2017-04-18
Chris Rayment	Tonbridge, England, UK	2017-04-18
John Bryant	Tonbridge, England, UK	2017-04-18
Victoria Bignell	Wrotham, England, UK	2017-04-18
Robert Petty	Tonbridge, England, UK	2017-04-18
Rachael Hosier	Tonbridge, England, UK	2017-04-18
Mark Peterson	Tonbridge, England, UK	2017-04-18
Sally Bracey	East Peckham, England, UK	2017-04-18
Julia English	Tonbridge, England, UK	2017-04-18
Emma Ollington	Tonbridge, England, UK	2017-04-18
Lara Crudgington	Tonbridge, England, UK	2017-04-18
Irene Rea	Sevenoaks, England, UK	2017-04-18
David Marsden	Tonbridge, England, UK	2017-04-18
Hayley Vigar	Tonbridge, England, UK	2017-04-18
Sean Mcguire	Paddock Wood, England, UK	2017-04-18
Bernadette Harvey	Tonbridge, England, UK	2017-04-18
Louisa Kamer	London, England, UK	2017-04-18
yvonne minihane	Tonbridge, England, UK	2017-04-18
Ian Dane	Purley, England, UK	2017-04-19
Roy Marks	Sevenoaks, England, UK	2017-04-19

Name	Location	Date
Louise Gathercole	Tonbridge, England, UK	2017-04-19
John Clark	Basingstoke, England, UK	2017-04-19
Susan Hill	Sevenoaks, England, UK	2017-04-19
Carol Thorpe	Paddock Wood, England, UK	2017-04-19
Jackie Edwards	Golden Green, England, UK	2017-04-19
Dawn Harrison	Tonbridge, England, UK	2017-04-19
alex gallagher	cranbrik, England, UK	2017-04-19
Ruth Davies	Tonbridge, England, UK	2017-04-19
Adam Wayland	Hildenborough, England, UK	2017-04-19
Andy McCormick	Tonbridge, England, UK	2017-04-19
Elaine Draper	Tonbridge, UK	2017-04-19
Vic Hillary	London, England, UK	2017-04-19
Geoff Startup	Tonbridge, England, UK	2017-04-19
Marian Brayshaw	Tonbridge, England, UK	2017-04-19
Tim Cooper	Crowborough, England, UK	2017-04-19
Jenny Deacon	Tonbridge, England, UK	2017-04-19
Marie Hickmott	Tonbridge, England, UK	2017-04-19
Gillian Payne	TONBRIDGE, England, UK	2017-04-19
Helen Wadsworth	Tonbridge, England, UK	2017-04-19
Steve Gibbs	Tonbridge, England, UK	2017-04-19
Wendy Gibbs	Tonbridge, England, UK	2017-04-19
lynn henry	tonbridge, England, UK	2017-04-19

Name	Location	Date
Kelly Midwinter	Tonbridge, England, UK	2017-04-19
Sarah Sowten	Tonbridge, England, UK	2017-04-19
Joanne Murphy	Tonbridge, England, UK	2017-04-19
Colin West	Bexley, England, UK	2017-04-19
Sarah Graham	Tonbridge, England, UK	2017-04-19
Jasmine Newhouse	Golden Green, England, UK	2017-04-19
Jill Smith	Tonbridge, England, UK	2017-04-19
Claire Terry	tonbridge, England, UK	2017-04-19
Morwenna Fernandez	Tonbridge, England, UK	2017-04-19
Daniel Batchelor	Hildenborough, England, UK	2017-04-19
lauren wartho	tonbridge, England, UK	2017-04-19
Liz Drew	Tonbridge, England, UK	2017-04-19
K Harper	Tonbridge, England, UK	2017-04-19
Sheila Clark	Cross in Hand, England, UK	2017-04-19
Peter Kennard	Hadlow, England, UK	2017-04-19
Wendy Burr	Tonbridge, England, UK	2017-04-19
Bev Kember	Tonbridge, England, UK	2017-04-19
Mel Harrison	Tonbridge, England, UK	2017-04-19
Hilary Morgan	Tonbridge, England, UK	2017-04-19
Sarah Bridges	Tonbridge, England, UK	2017-04-19
Thomas Allwood	Kent, England, UK	2017-04-19
P Rachel Maxwell	Tonbridge, England, UK	2017-04-19

Name	Location	Date
Joanna Wass	Tonbridge, England, UK	2017-04-19
Jackie Richardson	Tonbridge, England, UK	2017-04-19
Nikki Dorman	Tonbridge, England, UK	2017-04-19
fiona smith	Tonbridge, England, UK	2017-04-19
Katrina dye	Tonbridge, England, UK	2017-04-19
Mark Walker	Redhill, England, UK	2017-04-19
donna Pearson	Tonbridge, England, UK	2017-04-19
Mike Luff	Tonbridge, England, UK	2017-04-19
Christine webb	kent, England, UK	2017-04-19
anna morris	Tonbridge, England, UK	2017-04-19
Natasha Rudge	Tonbridge, England, UK	2017-04-19
Linda Foster	Goudhurst, England, UK	2017-04-19
Lyudmyla Myroshnychenko	Tonbridge, England, UK	2017-04-19
Tula Knight	Tonbridge, England, UK	2017-04-19
Alison Entwistle	Tonbridge, England, UK	2017-04-19
Maya Raman Jones	Tonbridge, England, UK	2017-04-19
Susan Daly	Tonbridge, England, UK	2017-04-19
Martin Best	Tonbridge, England, UK	2017-04-19
Connie Magner	Tonbridge, England, UK	2017-04-19
Ross Butcher	Tonbridge, England, UK	2017-04-19
Emma Fitzpatrick	TONBRIDGE, England, UK	2017-04-19
Rob Strudwick	Tonbridge, England, UK	2017-04-19

Name	Location	Date
neil edwards	tonbridge, England, UK	2017-04-19
Jay Attwood	Tonbridge, England, UK	2017-04-19
Anna Grand	Orpington, England, UK	2017-04-19
Tris Minihane	Tonbridge, England, UK	2017-04-19
Elliot Lister	Tonbridge, England, UK	2017-04-19
Corinne Woodrow	Saint Mary's Platt, England, UK	2017-04-19
Peter Dixon	Sevenoaks, England, UK	2017-04-20
sonia hayward	kent, England, UK	2017-04-20
DIANE HALEY	TONBRIDGE, England, UK	2017-04-20
Scott Miller	Tonbridge, England, UK	2017-04-20
Lucie Jones	Tonbridge, England, UK	2017-04-20
linda Barretto	tonbridge, England, UK	2017-04-20
Diane Pellegrini	Tonbridge, England, UK	2017-04-20
Jen Jenkins	Tonbridge, England, UK	2017-04-20
Thomas Rule	Tonbridge, UK	2017-04-20
Paul Gurney	Tonbridge, England, UK	2017-04-20
Helen Oldroyd	Tonbridge, England, UK	2017-04-20
Pam Champkins	Tonbridge, England, UK	2017-04-20
F Kazemi	Chiswick, England, UK	2017-04-20
David Joy	Tonbridge, England, UK	2017-04-20
Mark Gilham	Royal Tunbridge Wells, England, UK	2017-04-20
Alison Miall	Tonbridge, England, UK	2017-04-20

Name	Location	Date
Roy Harwood	Tonbridge, England, UK	2017-04-20
Jelena Henkelmann	Germany	2017-04-20
Linda Jones	Tonbridge, England, UK	2017-04-20
Julie Terry	Tonbridge, England, UK	2017-04-20
Maggie Dixon	Australia	2017-04-20
David Faulkner	TONBRIDGE, England, UK	2017-04-20
Rebecca Wright	Tonbridge, England, UK	2017-04-20
john england	Tonbridge, England, UK	2017-04-20
yvonne england	Tonbridge, England, UK	2017-04-20
Sally Pedersen	Tonbridge, England, UK	2017-04-20
Jack Poore	Tonbridge, England, UK	2017-04-20
Kellie Rogers	Tonbridge, England, UK	2017-04-20
sarah drop	tonbridge, England, UK	2017-04-20
Pam Nelson	Tonbridge, England, UK	2017-04-20
Julie Hine	Tonbridge, England, UK	2017-04-20
Teresa Burton	TONBRIDGE, England, UK	2017-04-20
Iain Page	Tonbridge, England, UK	2017-04-20
Daniel Ekstrand	Tonbridge, England, UK	2017-04-20
Ty Watling	Sevenoaks, England, UK	2017-04-20
Nadia Romano	Tonbridge, England, UK	2017-04-20
Maxine Haggis	Hastings, England, UK	2017-04-20
Sally Meadows	Hildenborough, England, UK	2017-04-20

Name	Location	Date
Anna Goodwin	Hildenborough, England, UK	2017-04-20
Cathi Fredricks	Tonbridge, England, UK	2017-04-20
Kate Doody	Tonbridge, England, UK	2017-04-20
Hannah Dale	Tonbridge, England, UK	2017-04-20
Wendy leach	Tonbridge, England, UK	2017-04-20
Susan Bower	Rye, England, UK	2017-04-20
Martin Wolfe	Yeaveley, England, UK	2017-04-20
Elizabeth Lash	Bidborough, England, UK	2017-04-20
Magdalena Pieczykolan	Tonbridge, England, UK	2017-04-20
Victoria PRICE	Tonbridge, England, UK	2017-04-20
Jane Wilson	Tunbridge Wells, England, UK	2017-04-20
Nick Wilson	Oxted, England, UK	2017-04-20
Ben Carter	Kent, England, UK	2017-04-20
Alex Simpson	Tonbridge, England, UK	2017-04-20
Ally Stevens	Kent, UK	2017-04-20
Richard portman smith	London, England, UK	2017-04-20
Sarah Ribchester	Tunbridge Wells, England, UK	2017-04-20
Melanie Sargeant	Kent, England, UK	2017-04-20
Annabelle Purdie	Tonbridge, England, UK	2017-04-20
Suzanne Heale	Swansea, Wales, UK	2017-04-20
Samantha Milns	Royal Tunbridge Wells, England, UK	2017-04-20
Chris Thorogood	TONBRIDGE, England, UK	2017-04-20

Name	Location	Date
Paul Gent	Tonbridge, England, UK	2017-04-20
Kim Gordon	Tonbridge, England, UK	2017-04-20
Catherine Smith	Tonbridge, England, UK	2017-04-20
Victoria Emerton	Tonbridge, England, UK	2017-04-20
A Non	Tonbridge, UK	2017-04-20
Marie Groombridge	Kent, England, UK	2017-04-20
A Rob	Yalding, England, UK	2017-04-20
Sally Fisher	Tonbridge, England, UK	2017-04-20
Anita West	Tonbridge, England, UK	2017-04-20
Jane Robertson	Yalding, England, UK	2017-04-20
Caroline Ball	Tonbridge, England, UK	2017-04-20
Claire Smith	Hildenborough, England, UK	2017-04-20
Gavin Sawyer	Tonbridge, England, UK	2017-04-20
Julie Hall	South Croydon, England, UK	2017-04-20
Sara Barker	Kent, England, UK	2017-04-20
Cath Jackson	Tonbridge, England, UK	2017-04-20
Jade Barlow	Tonbridge, England, UK	2017-04-20
Cheryl Mathews	Yalding, England, UK	2017-04-20
james barlow	tonbridge, England, UK	2017-04-20
maddie barlow	tonbridge, England, UK	2017-04-20
Penny Tilbury	Tonbridge, England, UK	2017-04-20
Sue Claxton	Tonbridge, England, UK	2017-04-20

Name	Location	Date
Rebecca Barlow	tonbridge, England, UK	2017-04-20
Elena Barnard	Paddock Wood, England, UK	2017-04-20
Guy Pullen	Biddenden, England, UK	2017-04-21
Alexandra Wood	Tonbridge, England, UK	2017-04-21
Eleanor Anderson	Brenchley, England, UK	2017-04-21
Anthony Bales	154A Shipbourne Road, Tonbridge, Kent TN10 3EJ, England, UK	2017-04-21
Jane Everett	Tonbridge, England, UK	2017-04-21
Geoffrey Churchet	Tonbridge, England, UK	2017-04-21
Jared Prakash	Tonbridge, England, UK	2017-04-21
Peter Williams	Tonbridge, England, UK	2017-04-21
Mike Roche	Hove, England, UK	2017-04-21
Pam Mills	Tonbridge, England, UK	2017-04-21
Yasmin Boniface	TONBRIDGE, England, UK	2017-04-21
Catherine Thomas	Tonbridge, England, UK	2017-04-21
Amanda Brooker	Tonbridge, England, UK	2017-04-21
marilyn garwood	Tonbridge, England, UK	2017-04-21
Robert King	Southborough, England, UK	2017-04-21
Martin Snow	Tonbridge, England, UK	2017-04-21
Justin Jones	Tonbridge, England, UK	2017-04-21
Rachel Stewart	Sidcup, England, UK	2017-04-21
Judy Hartley	TONBRIDGE, Kent, England, UK	2017-04-21

Name	Location	Date
Maike Kotterba-Wilson	Tonbridge, England, UK	2017-04-21
Nadia Bouakaz	Tonbridge, England, UK	2017-04-21
Lucy Rowe	Hurstpierpoint, England, UK	2017-04-21
Susan Bevan	Tonbridge, England, UK	2017-04-21
Kim Hammond	Somerset, UK	2017-04-21
Ann Hammond	Somerset, UK	2017-04-21
Jenny Lunn	Kent, England, UK	2017-04-21
pauline snelling	Appleton, England, UK	2017-04-21
Janet Hamblin	Beckenham, England, UK	2017-04-21
Maureen Mcleod	Tonbridge, England, UK	2017-04-21
Miranda Lowe	Tonbridge, England, UK	2017-04-21
Hannah Songer	Tonbridge, England, UK	2017-04-21
Ravi Dhillon	Ilford, England, UK	2017-04-21
Lynn Clary	Tonbridge, England, UK	2017-04-21
Emma blagg	Tonbridge, England, UK	2017-04-21
colin mackay	tonbridge, England, UK	2017-04-21
Jon Bennell	Tonbridge, England, UK	2017-04-21
Pauline Bevan	Hildenborough, England, UK	2017-04-21
Lee Rudge	Tonbridge, England, UK	2017-04-21
Anthony Racher	Tonbridge, England, UK	2017-04-21
Rebecca Hewitt	Tonbridge, England, UK	2017-04-21
Linda Dennison	Hildenborough, England, UK	2017-04-21

Name	Location	Date
Graham Eaton	Tonbridge, England, UK	2017-04-21
George Niklas	Tonbridge, England, UK	2017-04-21
Joseph King	Tonbridge, England, UK	2017-04-21
Nathalie Lansell	Tonbridge, England, UK	2017-04-21
Emma Johnson	Hadlow, England, UK	2017-04-21
Stanislav Efremov	Tonbridge, England, UK	2017-04-21
Izzy Woodward	Tonbridge, England, UK	2017-04-21
Ann Lilley	Kent, England, UK	2017-04-21
Samantha Shanks	Hildenborough, England, UK	2017-04-21
Heather Applewhite	Kent, England, UK	2017-04-22
Sarah Heath	Southborough, England, UK	2017-04-22
Simon tassie	Essex, England, UK	2017-04-22
Robert Songer	Tonbridge, England, UK	2017-04-22
Lizzie Hill	Tonbridge, England, UK	2017-04-22
Adrian Cooke	Tonbridge, England, UK	2017-04-22
Vicky Maybury	Tonbridge, England, UK	2017-04-22
Mark Rickard	Tonbridge, England, UK	2017-04-22
Amie Humphrey	Tonbridge, England, UK	2017-04-22
Vince Clarke	Tonbridge, England, UK	2017-04-22
Stockdale Charlotte	Paddock Wood, England, UK	2017-04-22
Geraldine Girdlestone	Tonbridge, England, UK	2017-04-22
Michael Claxton	Tonbridge, England, UK	2017-04-22

Name	Location	Date
Mandy McCarthy	Tonbridge, England, UK	2017-04-22
Julian Wilson	Tonbridge, England, UK	2017-04-22
Neil Armstrong	Tonbridge, England, UK	2017-04-22
Ed Spalding	TBC, UK	2017-04-22
Catherine Armstrong	Tonbridge, England, UK	2017-04-22
Jane Parmenter	Somerset, England, UK	2017-04-22
Mira Angus	Tonbridge, England, UK	2017-04-23
Mick Barstow	Tonbridge, England, UK	2017-04-23
anna sterling	Tonbridge, England, UK	2017-04-23
Kevin Keehan	Borough Green, England, UK	2017-04-23
Mark Hazell	Hildenborough, England, UK	2017-04-23
Alan Kirk	Tonbridge, England, UK	2017-04-23
Sam O'Shea	TONBRIDGE, England, UK	2017-04-23
Clare Rennie	Paddock wood, England, UK	2017-04-23
Thomas Pack	Tonbridge, England, UK	2017-04-23
Nick Meekham	Tonbridge, England, UK	2017-04-24
Marilyn Bacon	East Peckham, England, UK	2017-04-24
Simon Telfer	Tonbridge, England, UK	2017-04-24
Oliver Candy	Tonbridge, England, UK	2017-04-24
Valerie Shields	Tonbridge, England, UK	2017-04-24
John Rivers	Tunbridge Wells, England, UK	2017-04-25
Celia Barstow	Tonbridge, England, UK	2017-04-25

Name	Location	Date
Benedicte Hamon	Tonbridge, England, UK	2017-04-25
Annemarie Greenaway	Tonbridge, England, UK	2017-04-25
Rhys Phillips	Tonbridge, England, UK	2017-04-25
Geoffrey Watts	Tonbridge, England, UK	2017-04-26
Kate Reed	Hadlow, England, UK	2017-04-26
Katie Bone	Tonbridge, England, UK	2017-04-26
Jacqueline Arscott	Tonbridge, England, UK	2017-04-26
Simon Flower	Tonbridge, England, UK	2017-04-26
Amy Arnold	Tonbridge, England, UK	2017-04-26
Saffie Norman	Tonbridge, England, UK	2017-04-26
Maureen Coulstock	Tonbridge, England, UK	2017-04-26
Monica Pell	Heathfield, England, UK	2017-04-26
Jill Davison	Tonbridge, England, UK	2017-04-27
margaret carr	lynn, UK	2017-04-27
Vivien Cousins	Tonbridge, England, UK	2017-04-27
Maxim Gente	Tonbridge, England, UK	2017-04-27
Kelly Flower	Tonbridge, England, UK	2017-04-27
Mike Sculthorp	Edenbridge, Kent., England, UK	2017-04-27
Mike Davis	Hildenborough, England, UK	2017-04-27
Amanda Lee-Stephens	Royal Tunbridge Wells, England, UK	2017-04-27
Daryl Buckland	Tonbridge, England, UK	2017-04-27
Julia Speight	Tonbridge, England, UK	2017-04-27

Name	Location	Date
Samantha Ostridge	Tonbridge, England, UK	2017-04-27
Laura Parkes	London, England, UK	2017-04-27
Tasha Errey	Marden, England, UK	2017-04-27
sally catt	Tonbridge, England, UK	2017-04-27
Jane Mata	TONBRIDGE, England, UK	2017-04-27
Sarah Swallow	Tonbridge, England, UK	2017-04-28
Sara Phelp	Tonbridge, England, UK	2017-04-28
john Funnell	Maidstone, England, UK	2017-04-28
JJune Cooke	Tonbridge, England, UK	2017-04-28
Maurice Dickins	Tonbridge, England, UK	2017-04-28
Alica Horne	Tonbridge, England, UK	2017-04-28
Nigel Bird	Tonbridge, England, UK	2017-04-28
Sue Lovell	Tonbridge, England, UK	2017-04-28
Rebecca Galbraith	pembury, England, UK	2017-04-28
Laura Hynard	Tonbridge, England, UK	2017-04-28
Nicola Wharrier	Hildenborough, England, UK	2017-04-28
robin mumford	tonbridge, England, UK	2017-04-28
John Telling	Tunbridge Wells, England, UK	2017-04-28
Richard Brown	Tonbridge, England, UK	2017-04-28
Ana Cucuzza	Tonbridge, England, UK	2017-04-28
Troy Jones	Tonbridge, England, UK	2017-04-28
Sarah Evans	Tonbridge, England, UK	2017-04-29

Name	Location	Date
julian williams	TONBRIDGE, England, UK	2017-04-29
Teresa Maxwell	Paddock Wood, England, UK	2017-04-29
Steven Young	Tonbridge, England, UK	2017-04-29
Matt Whall	Tonbridge, England, UK	2017-04-29
Mary Arigho	Tonbridge, England, UK	2017-04-29
peter morgan	tonbridge, England, UK	2017-04-29
Sally Morton	Tonbridge, England, UK	2017-04-29
Esther Hardman	Tonbridge, England, UK	2017-04-29
Gary Shepherd	Hildenborough, England, UK	2017-04-29
Eliot Raman Jones	Tonbridge, England, UK	2017-04-29
Laura Wynn	Tonbridge, England, UK	2017-04-29
Beth St	Tonbridge, England, UK	2017-04-29
Susan Court	Tonbridge, England, UK	2017-04-29
Helena Horsman	Tonbridge, England, UK	2017-04-29
Radha Seetharaman	Tonbridge, England, UK	2017-04-29
Alison Drew	Tonbridge, England, UK	2017-04-29
Steve Welsh	Hailsham, England, UK	2017-04-29
Hayley Wills	Southborough, England, UK	2017-04-29
Allison Copper	Tonbridge, England, UK	2017-04-29
Darren Trow	Tonbridge, England, UK	2017-04-29
Charles Macnaghten	Tonbridge, England, UK	2017-04-29
Adrian Smith	TONBRIDGE, England, UK	2017-04-29

Name	Location	Date
Victoria Towner	Marden, England, UK	2017-04-29
Gayle Kennedy	Williamstown, Massachusetts, US	2017-04-29
Louise Giles	Tonbridge, England, UK	2017-04-29
Alistair Pyke	Tonbridge, England, UK	2017-04-29
Susan Reeves	Tunbridge Wells, UK	2017-04-29
Caroline Elcombe	Hadlow, England, UK	2017-04-29
John Wakeford	Tonbridge, England, UK	2017-04-29
Lisa courtney	Tunbridge Wells, England, UK	2017-04-29
Angela Ward	Tonbridge, England, UK	2017-04-29
Alison Buck	Tonbridge, England, UK	2017-04-29
Nicola Brownhill	Tonbridge, England, UK	2017-04-29
Alex Duncum	Tonbridge, England, UK	2017-04-29
Hazel Wickenden	Tonbridge, England, UK	2017-04-29
Hanna Rosen	London, England, UK	2017-04-29
Casey Miller	Tonbridge, England, UK	2017-04-29
Eileen Best	Tonbridge, England, UK	2017-04-29
Linda Thunstrom	Royal Tunbridge Wells, England, UK	2017-04-29
Sandra Hartono	Tonbridge, England, UK	2017-04-29
Mary Nicholson	Tonbridge, England, UK	2017-04-30
Peter Cooke	Hildenborough, England, UK	2017-04-30
Mark Ross	Tonbridge, England, UK	2017-04-30
Paul Bailey	Tonbridge, England, UK	2017-04-30

Name	Location	Date
Jonathan Hateley	TONBRIDGE, England, UK	2017-04-30
Jenny arkell	Flimwell, England, UK	2017-04-30
Theresa Corney	Tonbridge, England, UK	2017-04-30
david ley	sevenoaks, England, UK	2017-04-30
Svetlana Collett	Hildenborough, England, UK	2017-04-30
Lawrence Berry	Tonbridge, England, UK	2017-04-30
Barbara Tickner	Tonbridge, England, UK	2017-04-30
Simon Thomas	Hildenborough, England, UK	2017-04-30
Susan Power	Tonbridge, England, UK	2017-04-30
Sharon Houghton	Leigh, England, UK	2017-04-30
Melanie Colyer	Tonbridge, England, UK	2017-04-30
Lorena Carbajal	Tonbridge, England, UK	2017-04-30
Greer Stolton	Tonbridge, England, UK	2017-04-30
shelley eagles	south, England, UK	2017-04-30
Judith Prasad-Smith	Taguig City, Metro Manila, Philippines	2017-05-01
Susan Blazer	Tonbridge, England, UK	2017-05-01
rod barbe	lansvale, Australia	2017-05-01
Celia Whitmarsh	Hildenborough, England, UK	2017-05-01
Nick Burr	Shipbourne, England, UK	2017-05-01
Claire Burr	Shipbourne, England, UK	2017-05-01
N Harrison	TONBRIGE, UK	2017-05-01

Name	Location	Date
C Harrison	Tonbridge, UK	2017-05-01
Andy Whitaker	Tonbridge, England, UK	2017-05-01
Keith Brown	Tonbridge, England, UK	2017-05-01
Josh Ransley	Tonbridge, England, UK	2017-05-01
David Lloyd	Tonbridge, England, UK	2017-05-01
Jane Lloyd	Tonbridge, England, UK	2017-05-01
Margaret Williams	Tonbridge, England, UK	2017-05-01
Katharine Coleman	Hildenborough, England, UK	2017-05-01
Lucy Skinner	Tonbridge, England, UK	2017-05-01
George Simmonds	Tonbridge, England, UK	2017-05-01
David Perry	Tonbridge, England, UK	2017-05-01
John Lloyd	Tonbridge, England, UK	2017-05-01
Evan Warren	Tonbridge, England, UK	2017-05-01
Andrew Brookes	Hadlow, England, UK	2017-05-01
Linda SLANEY	Tonbridge, England, UK	2017-05-01
Carol Richards	Hadlow, England, UK	2017-05-02
David Gurr	Tonbridge, England, UK	2017-05-02
David Ells	Tonbridge, England, UK	2017-05-02
Valerie Drew	Tonbridge, England, UK	2017-05-02
Sylvia Bourne	Southborough, England, UK	2017-05-02
BRIAN BUCKLEY	TONBRIDGE, England, UK	2017-05-02
Sheila BELL	Tonbridge, England, UK	2017-05-02

Name	Location	Date
Celia Miller	Tonbridge, England, UK	2017-05-02
lucy heaps	Tonbridge, England, UK	2017-05-02
Rita Fish	Tonbridge, England, UK	2017-05-02
SARAH COULTER	KENT, England, UK	2017-05-02
Helen Sykes	Tonbridge, England, UK	2017-05-02
tony morgan	tonbridge, England, UK	2017-05-03
Emma Johnston	Sevenoaks, England, UK	2017-05-03
Matthew Sellen	Tonbridge, England, UK	2017-05-03
Heidi Allen	Hildenborough, England, UK	2017-05-03
Eric Yirrell	Rochester, England, UK	2017-05-03
andrew saunders	tonbridge, England, UK	2017-05-04
andrew saunders	tonbridge, England, UK	2017-05-04
Marianna Warren	Tonbridge, England, UK	2017-05-04
vivien derrick	Tonbridge, England, UK	2017-05-04
Dhana Abel	Tonbridge, England, UK	2017-05-05
Lawrence Witt	Tonbridge, England, UK	2017-05-05
Rosalind Packer	Southborough, England, UK	2017-05-06
David Coulson	Tonbridge, England, UK	2017-05-06
Alison Watson	Tonbridge, England, UK	2017-05-06
Caroline Marshall	Tonbridge, England, UK	2017-05-06
Stephanie Comben	Kent, England, UK	2017-05-06
Sheryl Miles	Tonbridge, England, UK	2017-05-07

Name	Location	Date
Ralph Ruge	Tonbridge, England, UK	2017-05-07
Lucy Barratt	Snodland, England, UK	2017-05-07
Linda Sherwin	Middleton, England, UK	2017-05-07
Jack Hines	Tonbridge, England, UK	2017-05-07
Vincent Gage	Tonbridge, England, UK	2017-05-07
Joana Barros	Tonbridge, England, UK	2017-05-07
Susan Sheldon	Tonbridge, England, UK	2017-05-07
Lynn Green	Tonbridge, England, UK	2017-05-07
Paul Anderson	Tonbridge, England, UK	2017-05-07
Robert Sharp	Tonbridge, England, UK	2017-05-07
Rachel Davies	Tonbridge, England, UK	2017-05-07
Beth Harwood	Redhill, England, UK	2017-05-07
Diane Radford	Tonbridge, England, UK	2017-05-07
Jennifer Davis	Tonbridge, England, UK	2017-05-07
Mike Davis	Kent, England, UK	2017-05-07
Samuel Edwards	Fowey, England, UK	2017-05-07
Claire Brookwell	Tonbridge, England, UK	2017-05-07
Patrick Brookwell	Tonbridge, England, UK	2017-05-07
Vanessa Pullen	Leigh, England, UK	2017-05-07
Graeme Eastwood	Tonbridge, England, UK	2017-05-07
Jemma Hale	Langton Green, England, UK	2017-05-07
Lucy Child	Kent, England, UK	2017-05-07

Name	Location	Date
David Kennedy	Tonbridge, England, UK	2017-05-07
Wendy Ross	Kent, England, UK	2017-05-07
Adele Humphries	Tonbridge, England, UK	2017-05-07
Eleanor O'Shea	Tunbridge wells, England, UK	2017-05-07
Sue Hennessy	Tonbridge, England, UK	2017-05-07
Heidi Rowland	Tonbridge, England, UK	2017-05-07
Natalie Thomas	Tonbridge, England, UK	2017-05-07
Karen Sochon	Tonbridge, England, UK	2017-05-08
Laura Dean	Tonbridge, England, UK	2017-05-08
Carol Ashfield	Sevenoaks, England, UK	2017-05-08
Denice Cartwright	Tonbridge, England, UK	2017-05-08
Melissa Dunn	Tonbridge, England, UK	2017-05-08
Vivienne Briggs	Tonbridge, England, UK	2017-05-08
rosie gill	Tonbridge, England, UK	2017-05-08
Angela Cosgrove	Kent, England, UK	2017-05-08
Wendy Gardner	Golden Green, England, UK	2017-05-08
Katy Butterson	Tonbridge, England, UK	2017-05-08
Tina Vaughan	Tonbridge Kent, England, UK	2017-05-08
Hayley Donovan	Hildenborough, England, UK	2017-05-08
Kaeti Coles	Kent, England, UK	2017-05-08
R W	Sevenoaks, England, UK	2017-05-08
peter leach Leach	TONBRIDGE, England, UK	2017-05-08

Name	Location	Date
Sasha Brooman	Folkestone, England, UK	2017-05-08
rachael price	East Peckham, England, UK	2017-05-08
Laura Kennard	Hadlow, England, UK	2017-05-08
Louise Williamson	Felixstowe, England, UK	2017-05-08
Caroline Logan	Tonbridge, England, UK	2017-05-08
Sally Ross	Tonbridge, England, UK	2017-05-08
Grazia Manzotti	Tonbridge, England, UK	2017-05-08
Zoe Livermore	Kent, England, UK	2017-05-08
James Cooke	Tonbridge, England, UK	2017-05-08
Julie Hopkins	Crowborough, England, UK	2017-05-08
Sally Kennard	Hadlow, England, UK	2017-05-08
Diana Benson	Ingleby Arncliffe, England, UK	2017-05-08
June Scott	Hertford, England, UK	2017-05-08
Letitia Bell-Richards	Tonbridge, England, UK	2017-05-08
Marcus Dickens	Tonbridge, England, UK	2017-05-08
Joanne Smith	Tunbridge Wells, England, UK	2017-05-08
Saah Officer	Tonbridge, England, UK	2017-05-08
Craig Officer	Tonbridge, England, UK	2017-05-08
Amy Shafer	Tonbridge, England, UK	2017-05-08
Margaret Lewis	Tonbridge, England, UK	2017-05-08
JeanRobertson Robertson	Tonbridge, England, UK	2017-05-08
Julia Harding	Hildenborough, England, UK	2017-05-09

Name	Location	Date
Faye Jordan	Tonbridge, England, UK	2017-05-09
Mary Nethercott	Tonbridge, England, UK	2017-05-09
Heather Fearnley	Tonbridge, England, UK	2017-05-09
Minnie Fraser-Allen	Tonbridge, England, UK	2017-05-09
Stewart Leadley	Tonbridge, England, UK	2017-05-09
Susan Beddoe	St Leonard's on sea, England, UK	2017-05-09
Mary Lacey	Tonbridge, England, UK	2017-05-09
Tracy Vine	Tonbridge, England, UK	2017-05-09
Heather Smith	Tonbridge, England, UK	2017-05-09
Karen Holmes	Tonbridge, England, UK	2017-05-09
Alexandra Rowe	Kent, England, UK	2017-05-09
Angela Hales	Paddock Wood, England, UK	2017-05-09
Samantha Bardwell	Tonbridge, England, UK	2017-05-09
Steve Hall	Tonbridge, England, UK	2017-05-10
amy byrne	Croydon, England, UK	2017-05-10
Sue Smith	Hildenborough, England, UK	2017-05-10
Laura Allen	TONBRIDGE, England, UK	2017-05-10
NIGEL MILLER	TONBRIDGE, England, UK	2017-05-10
lucinda rodgerson	Penarth, Wales, UK	2017-05-10
Claire stafford	Tonbridge, England, UK	2017-05-10
Daniel Bonich	Tonbridge, England, UK	2017-05-10
Ruth Lees	tubridge wells, England, UK	2017-05-10

Name	Location	Date
LINDA RUSSELL	Tonbridge, England, UK	2017-05-10
carrie sullivan	tonbridge, England, UK	2017-05-10
Ian Lees	Tonbridge, England, UK	2017-05-10
Ruth Heylen	Tonbridge, England, UK	2017-05-11
Nicola French	Tunbridge Wells, England, UK	2017-05-11
Jessica Leroy	Dartford, England, UK	2017-05-11
Kelly Joanna Savidge	Tonbridge, England, UK	2017-05-12
Samantha Hayward	Tonbridge, England, UK	2017-05-12
Sarah Hart	Tonbridge, England, UK	2017-05-12
Lesley Baker	Tonbridge, England, UK	2017-05-12
Deborah Petrick	Tunbridge Wells, England, UK	2017-05-12
Wendy Bardwell	Tonbridge, England, UK	2017-05-12
Sue Monks	Kent, England, UK	2017-05-12
chelsea pettitt	Tonbridge, England, UK	2017-05-12
Charles Crawford	Plaxtol, England, UK	2017-05-12
Sharon Dewis	Hastings, England, UK	2017-05-12
Fiona Lake	Tonbridge, England, UK	2017-05-13
Claire Walton wallace	Tonbridge, England, UK	2017-05-13
Diane Evans	Tonbridge, England, UK	2017-05-13
Adam Oliver	Tonbridge, England, UK	2017-05-13
Tracey Arnold	Tonbridge, England, UK	2017-05-13
Tim Sharpe	Tonbridge, England, UK	2017-05-13

Name	Location	Date
Stephen Miller	Tonbridge, England, UK	2017-05-13
Colin Bullen	Tonbridge, England, UK	2017-05-13
Diane Thomas	Tunbridge Wells, England, UK	2017-05-13
Terry Green	Tonbridge, England, UK	2017-05-13
Jan Macey	Frittenden, England, UK	2017-05-13
Louise Royall	Tonbridge, England, UK	2017-05-13
Andy Linington	tonbridge, England, UK	2017-05-13
Catherine Frysol	Tonbridge, England, UK	2017-05-14
Maggie Tunna	London, England, UK	2017-05-14
Neil Brinson	Tonbridge, England, UK	2017-05-14
Jordan Georgiou	Highgate, England, UK	2017-05-14
claire kelly	TONBRIDE, England, UK	2017-05-14
Natalie Lower	Tonbridge, England, UK	2017-05-14
Jason Lower	Tonbridge, England, UK	2017-05-14
Sue Lower	Tonbridge, England, UK	2017-05-14
Nigel Lower	Tonbridge, England, UK	2017-05-14
nazim uddin	tonbridge, England, UK	2017-05-14
Alex mcmasterAlexMcmaster	Plaxtol, England, UK	2017-05-15
Mike Stace	Tonbridge, England, UK	2017-05-15
David Yeo	WEST MALLING, England, UK	2017-05-15
Helen Fulcher	Dunton Green, England, UK	2017-05-15

Name	Location	Date
Antonia Allman	Tonbridge, England, UK	2017-05-15
John Randall	Tonbridge, England, UK	2017-05-15
Emma Hancock	Hildenborough, England, UK	2017-05-15
Peter Buxton	Hildenborough, England, UK	2017-05-15
David Marriage	Tonbridge, England, UK	2017-05-15
Jo Gregory	Hadlow, England, UK	2017-05-16
linda card	Tonbridge, England, UK	2017-05-16
Sam Stepto	Tonbridge, England, UK	2017-05-16
MIke Brittain	Dunk's Green, England, UK	2017-05-16
Andy Brittain	LONDON, England, UK	2017-05-16
Jane Towers	Tonbridge, England, UK	2017-05-16
Julie Woodcock	Pembury, England, UK	2017-05-16
Tessa Szczepanik	Tonbridge, England, UK	2017-05-16
Tina Milns	Tonbridge, England, UK	2017-05-16
Anna Cope	Tonbridge, England, UK	2017-05-16
Alec Slater	TONBRIDGE, England, UK	2017-05-16
Piers Barton	Tonbridge, England, UK	2017-05-16
Victoria Holliday	tonbridge, England, UK	2017-05-16
Theresa Goring	Sevenoaks, England, UK	2017-05-16
Julie Newble	Tonbridge, England, UK	2017-05-17
Jonathan Brown	Tonbridge, England, UK	2017-05-17
Lucy Freeman	Tonbridge, England, UK	2017-05-17

Name	Location	Date
Stuart Brittain	Dunk's Green, England, UK	2017-05-17
Bron Griffiths	Tonbridge, England, UK	2017-05-17
Marcia Brittain	Dunk's Green, England, UK	2017-05-17
Vicki Weinberg	Tonbridge, England, UK	2017-05-17
Sally Chatters	Tonbridge, England, UK	2017-05-17
Al Douglas	Tonbridge, England, UK	2017-05-17
Caroline Charlton	Tonbridge, England, UK	2017-05-17
Zoe Smith	Penshurst, England, UK	2017-05-17
Jacqueline Ray	Gravesend, England, UK	2017-05-17
Hannah Owen	Tunbridge Wells, England, UK	2017-05-17
Leanne Parr	East Peckham, England, UK	2017-05-17
Vada Phillips-Hannaford	Crawley, England, UK	2017-05-17
Stephanie Godwin	Snodland, England, UK	2017-05-17
Jane Tremeer	Tonbridge, England, UK	2017-05-17
Peter Bloomfield	London, England, UK	2017-05-17
Swan O'Malley	Tonbridge, England, UK	2017-05-17
Simon Griffiths	Tonbridge, England, UK	2017-05-17
Siobhan Urquhart	Radcliffe on Trent, England, UK	2017-05-17
Audrey Timbers	Hildenborough, England, UK	2017-05-17
Sara Lymath	Marden, England, UK	2017-05-17
agata crouch	Tonbridge, England, UK	2017-05-17
Norma Wright	Tonbridge, England, UK	2017-05-17

Name	Location	Date
Beth Whibley	Tonbridge, England, UK	2017-05-17
Laura Gandon	Tonbridge, England, UK	2017-05-17
karen morgan	Tonbridge, England, UK	2017-05-17
Debra Scott	Tonbridge, England, UK	2017-05-17
Justine Glover	Tonbridge, England, UK	2017-05-17
carole lower	Kent, England, UK	2017-05-17
Kirsty Alfredson	Hildenborough, England, UK	2017-05-17
Nicola Johnson	Tonbridge, England, UK	2017-05-17
Marie Smart	Tonbridge, England, UK	2017-05-17
Charis Slater	Tonbridge, England, UK	2017-05-17
Rufus Richie	Tonbridge, UK	2017-05-17
Michael THOMSON	TONBRIDGE, England, UK	2017-05-17
Katalin Varnagy	Tonbridge, England, UK	2017-05-17
Clare Williams	Tonbridge, England, UK	2017-05-17
Jess Brice	Kent, England, UK	2017-05-17
Duncan Beagley	Tonbridge, England, UK	2017-05-18
Teresa Seamer	Tonbridge, England, UK	2017-05-18
Kirsty Black	Tonbridge, England, UK	2017-05-18
Sarah Hinz	Tonbridge, England, UK	2017-05-18
Debra Skinner	Tonbridge, England, UK	2017-05-18
Jean Tyler	Tonbridge, England, UK	2017-05-18
Teresa Boffa	Snodland, England, UK	2017-05-18

Name	Location	Date
Miranda Gudsell	Tonbridge, England, UK	2017-05-18
Sheryl King	Tonbridge, England, UK	2017-05-18
Maureen Avis	Tonbridge, England, UK	2017-05-19
Jean Selmes	Tonbridge, England, UK	2017-05-19
Melody Savage	Tonbridge, England, UK	2017-05-19
Charlotte Inman	Tonbridge, England, UK	2017-05-19
Julia Stoward	Tunbridge Wells, England, UK	2017-05-19
B A Halls	Tonbridge, England, UK	2017-05-19
Alex Conway	Tonbridge, England, UK	2017-05-19
Brian Davis	Tonbridge, England, UK	2017-05-20
Rachel Moon	Shipbourne, England, UK	2017-05-20
Jeremy Glover	Greenwich, England, UK	2017-05-20
Sharon Harrison	Tonbridge, England, UK	2017-05-20
Suzanne Norman	Tonbridge, England, UK	2017-05-20
Rebecca Norman	Tonbridge, England, UK	2017-05-20
Claire O'Brien	London, England, UK	2017-05-20
Debbie Hayward	Hadlow, England, UK	2017-05-20
Daniel Russell	Chislehurst, England, UK	2017-05-20
Molly Zimmerman	Tonbridge, England, UK	2017-05-20
Sarah Burns	Tonbridge, England, UK	2017-05-20
Paula Holliday	Meopham, England, UK	2017-05-20
Amanda Kitchenham	TONBRIDGE, England, UK	2017-05-20

Name	Location	Date
Lizzie Norman	Tonbridge, England, UK	2017-05-20
Clive Gray	Tonbridge, England, UK	2017-05-20
Matt Dolphin	Headcorn, England, UK	2017-05-20
Nick Broadbent	Southborough, England, UK	2017-05-20
Peter Farr	Wateringbury, England, UK	2017-05-20
Helen Hunter	Tonbridge, England, UK	2017-05-20
Bernard Philpot	Sevenoaks, England, UK	2017-05-20
Richard McCormack	Shipbourne, England, UK	2017-05-20
Lizzie Arkell	Sundridge, England, UK	2017-05-20
Judith Sands	Tonbridge, England, UK	2017-05-20
Ian Henderson	Tonbridge, England, UK	2017-05-20
Gail Williams	TONBRIDGE, England, UK	2017-05-20
Charlie Viney	Tonbridge, England, UK	2017-05-20
Andy Hayter	Tonbridge, England, UK	2017-05-20
julie bowie	Tonbridge, England, UK	2017-05-20
Virginia Carlyon	Tonbridge, England, UK	2017-05-20
Dominick Hardy	Tonbridge, UK	2017-05-20
Matthew Entwistle	Tonbridge, England, UK	2017-05-20
Verinda Taylor	Tonbridge, England, UK	2017-05-20
Dean Britton	Tunbridge wells, England, UK	2017-05-20
Audrey Augustine	Tonbridge, England, UK	2017-05-20
Mark Crickett	Hadlow, England, UK	2017-05-20

Name	Location	Date
Andrew Ford	Tonbridge, England, UK	2017-05-20
Jane Husher	Croydon, England, UK	2017-05-21
Pat Leeds	Tonbridge, England, UK	2017-05-21
Oliver Burt	Tonbridge, England, UK	2017-05-21
Sharon Redford	Tonbridge, England, UK	2017-05-21
Anthony Dobson	KENT, England, UK	2017-05-21
Jason Adrian Wood	Tunbridge Wells, England, UK	2017-05-21
Ross Caveille	Tonbridge, England, UK	2017-05-21
Sindre Kaspersen	Leinesfjord, Norway	2017-05-21
Sandra Collip	Tonbridge, England, UK	2017-05-21
James Henderson	Bristol, England, UK	2017-05-21
Graham & Pauline Langley	Tonbridge, England, UK	2017-05-21
Julie Wood	TONBRIDGE, England, UK	2017-05-21
Keith Hardwick	Tonbridge, England, UK	2017-05-21
Sylvia Chapman	Tonbridge, England, UK	2017-05-21
Lonzsa Knight	Welling, England, UK	2017-05-22
Gary Dobson	Tonbridge, England, UK	2017-05-22
Cheryl Froud	Tonbridge, England, UK	2017-05-22
Anna O'Gorman	Tonbridge, England, UK	2017-05-22
Melvyn Davies	Tonbridge, England, UK	2017-05-22
lisa russell	kent, England, UK	2017-05-22
Liz Taylor	London, England, UK	2017-05-22

Name	Location	Date
Matt Portlock	Tonbridge, England, UK	2017-05-22
Catherine Songer	Ipplepen, devon, England, UK	2017-05-22
Ryan Weeks	Tunbridge wells, England, UK	2017-05-22
Charlotte Pollington	Tonbridge, England, UK	2017-05-22
Juliana Quarshie	mitcham, England, UK	2017-05-22
Sarah Lawton	Hildenborough, England, UK	2017-05-22
Laura Reynolds	Tonbridge, England, UK	2017-05-22
Sabina Cole	Tonbridge, England, UK	2017-05-22
J Matthews	sevenoaks, England, UK	2017-05-23
ben milns	tonbridge, England, UK	2017-05-23
Maya Medhurst	Tonbridge, England, UK	2017-05-23
Heather Sultan	Lewes, England, UK	2017-05-23
kara sultan	Lewes, England, UK	2017-05-23
lucy pine	Tonbridge, England, UK	2017-05-23
Barbara Myatt	Tonbridge, England, UK	2017-05-23
Maddy Ford	Maidstone, England, UK	2017-05-23
Mike Bennett	Gloucester, England, UK	2017-05-23
Pete France	Salford, England, UK	2017-05-23
Mrs B Bowles-Balls	St Helier, Jersey	2017-05-23
Jonathon Wardle	Worcester, England, UK	2017-05-23
Stuatt Airley	Kent, England, UK	2017-05-23
Tussell Dean	Tonbridge, England, UK	2017-05-23

Name	Location	Date
Michelle Crickett	Tonbridge, England, UK	2017-05-24
Matthew Norton	Great Wakering, England, UK	2017-05-24
Helena Clay	London, England, UK	2017-05-24
Yashin Masoliver	Tonbridge, England, UK	2017-05-24
Kim Diaper	Gillingham, England, UK	2017-05-24
Louise Grayson	Tonbridge, England, UK	2017-05-24
philippa Devo	TONBRIDGE, England, UK	2017-05-24
Andrew Oliver	Malibu, California, US	2017-05-24
Jim Adams	Aylesham, England, UK	2017-05-24
philip wyard	Boughton-under-Blean, England, UK	2017-05-24
Caroline Tarling	Ninfield, England, UK	2017-05-24
Cordelia Hepden	Tonbridge, England, UK	2017-05-24
Tessa Shepherd	Tonbridge, England, UK	2017-05-24
Jason McCarthy	Tonbridge, England, UK	2017-05-24
Angela Tomkinson	Tonbridge, England, UK	2017-05-24
Louise Godwin	KENT, England, UK	2017-05-24
Ian Murrell	Tonbridge, England, UK	2017-05-24
Yvonne Anderson	Bexhill-on-Sea, England, UK	2017-05-24
Jane Fowler	Hadlow, England, UK	2017-05-24
Belinda Pantrey	Tonbridge, England, UK	2017-05-24
Lyndsey O'Neill	Tonbridge, England, UK	2017-05-24

Name	Location	Date
Georgie Smylie	Tonbridge, England, UK	2017-05-24
Robert Peers	Tonbridge, England, UK	2017-05-24
Pat Hicks	Tonbridge, England, UK	2017-05-24
Eliko Sumi	Tonbridge, England, UK	2017-05-24
Elliott Nash	Tonbridge, England, UK	2017-05-24
Denis Wills	Tonbridge, England, UK	2017-05-25
Sharna Pagden	Tonbridge, England, UK	2017-05-25
katriona bugeya	tonbridge, England, UK	2017-05-25
Georgia Beith	Cullingworth, England, UK	2017-05-25
Stephen Austin	Tonbridge, England, UK	2017-05-25
Sarah Paterson	Tonbridge, England, UK	2017-05-25
Amy Glover	Tonbridge, England, UK	2017-05-25
Julie Woodcock	TONBRIDGE, England, UK	2017-05-25
Donna Western	Tonbridge, England, UK	2017-05-25
Pat Daniels	Tonbridge, England, UK	2017-05-25
Reginald Ruck	Tonbridge, England, UK	2017-05-25
Helen Goodger	Tonbridge, England, UK	2017-05-25
Julie Poole	Tonbridge, England, UK	2017-05-25
Pam Childs	Tonbridge, England, UK	2017-05-25
Lynda Joeman	Tonbridge, England, UK	2017-05-25
Chris Brinklow	Tonbridge, England, UK	2017-05-25
Kate Middleton	Pembury, England, UK	2017-05-25

Name	Location	Date
Paul Bridgland	Tonbridge, England, UK	2017-05-25
Melanie Boswell	Tonbridge, England, UK	2017-05-25
tina hodges	Hadlow, England, UK	2017-05-25
Joanne Hamilton	Paddock Wood, England, UK	2017-05-26
John Hunter	Crowborough, England, UK	2017-05-26
Matthew Lake	Tonbridge, England, UK	2017-05-26
Jamie Knott	Tonbridge, England, UK	2017-05-26
Vanessa Punton	Italy	2017-05-26
Paul Donlon	Tonbridge, England, UK	2017-05-26
Lydia Friend	Taunton, England, UK	2017-05-26
Julian Portland	Hanthorpe, England, UK	2017-05-26
Mark Burton	Hildenborough, England, UK	2017-05-26
Ed Stagg	Leicester, England, UK	2017-05-26
Carole Passey	Tonbridge, England, UK	2017-05-26
Amanda Harris	Tonbridge, England, UK	2017-05-26
Sam Wright	Tonbridge, England, UK	2017-05-27
David Cole	Tonbridge, England, UK	2017-05-27
Alison Wagstaff	Tonbridge, England, UK	2017-05-27
Linda Coleman	Tonbridge, England, UK	2017-05-27
Hazel White	Borough Green, England, UK	2017-05-27
William Richardson	West Bridgford, England, UK	2017-05-27
Dave Moylan	Tonbridge, UK	2017-05-27

Name	Location	Date
J R	Nottingham, England, UK	2017-05-27
a holden	tonbridge, England, UK	2017-05-27
Katy Ward	Hildenborough, England, UK	2017-05-27
Sarah Martin	Topsham, England, UK	2017-05-27
Lynn Burrows	Tonbridge, England, UK	2017-05-27
Jo Twyman	Tonbridge, UK	2017-05-27
Natalie Ward	Kennington, England, UK	2017-05-27
Deborah Slater	Tonbridge, England, UK	2017-05-27
Valerie Meade	Tonbridge, England, UK	2017-05-27
Ann Beard	Southborough, England, UK	2017-05-27
Samantha smuth	kent, England, UK	2017-05-27
Charlotte Kent	Yalding, England, UK	2017-05-27
Judith Meads	Tonbridge, England, UK	2017-05-27
Mark Leese	Tonbridge, England, UK	2017-05-27
Mary Cunningham	Tonbridge, England, UK	2017-05-27
Charlotte Walter	Paddock Wood, England, UK	2017-05-27
Emily Simons	Hildenborough, England, UK	2017-05-27
Melanie Monaghan	Tonbridge, England, UK	2017-05-27
Jude Wenham	Tonbridge, England, UK	2017-05-27
Charlie Hines	Tonbridge, England, UK	2017-05-27
Alison Russell	Tonbridge, England, UK	2017-05-27
Nicholas Barrowman	Tonbridge, England, UK	2017-05-27

Name	Location	Date
olivia deadman	Ashford, England, UK	2017-05-27
Lynn Swanton	Kent, England, UK	2017-05-27
Cindy Wong	Tonbridge, England, UK	2017-05-27
Diane Hilton	Tonbridge, England, UK	2017-05-27
Chrissy Hawkins	Tonbridge, England, UK	2017-05-27
Emma Knowles	Tonbridge, UK	2017-05-27
shirley luke	Paddock Wood, England, UK	2017-05-27
Claire Glazier	Tonbridge, England, UK	2017-05-27
Tejal Rathod	Tonbridge, England, UK	2017-05-27
lynsey craig	Kent, England, UK	2017-05-27
Richard Woodruff	Tonbridge, England, UK	2017-05-27
suzanne Hollens	Tonbridge, England, UK	2017-05-27
Bethany Hill	Hildenborough, England, UK	2017-05-27
Michael Bailey	Tonbridge, England, UK	2017-05-27
Joanna Endersby	Tonbridge, England, UK	2017-05-27
Daniel Brightmore	Tonbridge, England, UK	2017-05-27
Michelle Dobson	Hildenborough, England, UK	2017-05-27
Stef Oliver	Tonbridge, England, UK	2017-05-27
Yoshit Patel	Tonbridge, England, UK	2017-05-28
Lewis KERTON	TONBRIDGE, England, UK	2017-05-28
Emma Lovell	Tonbridge, England, UK	2017-05-28
Emma Hazelden	Tunbridge Wells, England, UK	2017-05-28

Name	Location	Date
Catherine Speller	Tonbridge, England, UK	2017-05-28
Phil Staddom	Horsmonden, England, UK	2017-05-28
Zoe Oneil	Kings Hill, England, UK	2017-05-28
Kathy Jitjarak	Tonbridge Kent, England, UK	2017-05-28
Kate Dunstall	Larkfield Aylesford Kent, England, UK	2017-05-28
Susan Hallford	Upminster, England, UK	2017-05-28
Angela Caveille	Tonbridge, England, UK	2017-05-28
Abbi Cali	Tonbridge, England, UK	2017-05-28
Michael Dunstall	Aylesford, England, UK	2017-05-28
Sharon Field	Tonbridge, England, UK	2017-05-28
Mark Smith	Eastbourne, England, UK	2017-05-28
Rebecca Lamb	London, England, UK	2017-05-28
D Balcombe	Tonbridge, England, UK	2017-05-28
Ayshea Turner	Tonbridge, England, UK	2017-05-28
Natalie Burrows	Wateringbury, England, UK	2017-05-28
Melissa Weller	Tonbridge, England, UK	2017-05-28
Kate Jackson	TUNBRIDGE WELLS, England, UK	2017-05-28
Sonia Heywood	Tonbridge, England, UK	2017-05-28
Shelley Machin	Tonbridge, England, UK	2017-05-28
Joanna Cuthbert	Tonbridge, England, UK	2017-05-28
Alison Douch	Tonbridge, England, UK	2017-05-28

Name	Location	Date
Yael Ford	Tonbridge, England, UK	2017-05-28
Aimee Sturme	Tonbridge, England, UK	2017-05-28
Suzanne Targett	Hadlow, England, UK	2017-05-28
Charlotte Morley	Tonbridge, England, UK	2017-05-28
Portia King	Tonbridge, UK	2017-05-28
Wilton Fry	Sevenoaks, England, UK	2017-05-28
Karen Derrick	Tonbridge, England, UK	2017-05-28
Gloria Thripp	Greater london, England, UK	2017-05-28
Trudi Harvey	Tonbridge, England, UK	2017-05-28
Melonie Harris	Royal Tunbridge Wells, England, UK	2017-05-28
Monique Lavers	Tonbridge, England, UK	2017-05-28
Sara Davis	Tonbridge, England, UK	2017-05-28
Clare Hurcombe	Tonbridge, England, UK	2017-05-28
Helen Budworth	Tonbridge, England, UK	2017-05-28
Helen Rule	Edenbridge, England, UK	2017-05-28
Patricia Fowler	Beckenham, England, UK	2017-05-28
Ruth Hardy	Tunbridge Wells, England, UK	2017-05-28
Ian Nicholson	Tonbridge, England, UK	2017-05-28
Annie Black	Kent, England, UK	2017-05-28
Lesley Clouter	Kent, England, UK	2017-05-28
Charles Bell	Tunbridge Wells, England, UK	2017-05-28
lesley scott	Bushey, England, UK	2017-05-28

Name	Location	Date
David Sellicks	Leigh, England, UK	2017-05-28
Rhina Morris	East Peckham, England, UK	2017-05-28
DUNCAN BATTELL	TONBRIDGE, England, UK	2017-05-28
David Smith	Eastbourne, England, UK	2017-05-28
Laura Stephens	Tonbridge, England, UK	2017-05-28
R Stevens	Tonbridge, England, UK	2017-05-28
Katie Parker	Tonbridge, England, UK	2017-05-28
Mark Stephens	East Peckham, England, UK	2017-05-28
Samantha Connolly	Tonbridge, England, UK	2017-05-28
Jane Byde	Tonbridge, England, UK	2017-05-28
L Hodgson	Maidstone, England, UK	2017-05-28
Dominic Boullé	Tonbridge, England, UK	2017-05-28
Stephen Crooks	Tonbridge, England, UK	2017-05-28
Gill Ansell	Tonbridge, England, UK	2017-05-29
Louise Webb	Tonbridge, England, UK	2017-05-29
Deborah ellis	Tonbridge, England, UK	2017-05-29
Ruth Field	Tunbridge Wells, England, UK	2017-05-29
Robert Brown	Hadlow, England, UK	2017-05-29
Daphne Duke	Tonbridge, England, UK	2017-05-29
Cheryl Acaster	Tonbridge, England, UK	2017-05-29
Mark Fuller	Chiddingstone Hoath, England, UK	2017-05-29
Fenella Cubbon	Tunbridge Wells, England, UK	2017-05-29

Name	Location	Date
Chris Cowlard	Tonbridge, England, UK	2017-05-29
Katy Delaney	Tonbridge, England, UK	2017-05-29
jeff willans	tonbridge, England, UK	2017-05-29
sally shutler	tunbridge wells, England, UK	2017-05-30
Lorraine Curtis	Kent, England, UK	2017-05-30
Josh Vincent	Tunbridge wells, England, UK	2017-05-30
Anita Wilson	Tunbridge Wells, England, UK	2017-05-30
Cheryl Cox	Tonbridge, England, UK	2017-05-30
Richard Skinner	Tonbridge, England, UK	2017-05-30
Tansy Smith	Tonbridge, England, UK	2017-05-30
Jean Crittenden	Hildenborough, England, UK	2017-05-30
Margaret Powell	Tonbridge, England, UK	2017-05-30
Bridget Collins	Tunbridge Wells, England, UK	2017-05-31
Sarah Clark	Tonbridge, England, UK	2017-05-31
Shirley Simmons	Langley. BC, Canada	2017-05-31
Jackie Nixon	Tonbridge, England, UK	2017-05-31
Roger Fordham	Tonbridge, England, UK	2017-06-01
andrew williams	tonbridge, England, UK	2017-06-02
Shaun Mustoe	Tonbridge, England, UK	2017-06-03
Paul Whittle	Hadlow, England, UK	2017-06-03
Abigail Howe	Tonbridge, England, UK	2017-06-04
Sharon Osborne	Carmarthenshire, Wales, UK	2017-06-05

Name	Location	Date
Janet Beer	Tonbridge, England, UK	2017-06-08
Susan Hutt	Marden, England, UK	2017-06-08
michael sallis	tonbridge, England, UK	2017-06-08
Matt Watson	Tonbridge, England, UK	2017-06-10
Sheelagh Keast	Tonbridge, England, UK	2017-06-13
edmund cattell	Tonbridge, England, UK	2017-06-14
christine bowden	tonbridge, England, UK	2017-06-14
Joan Brooks	Chiddingstone Causeway, England, UK	2017-06-14
Claire Beardon	Edenbridge, England, UK	2017-06-15
Nicole Crowhurst	London, New York, US	2017-06-16
Jo Moore	Tonbridge, England, UK	2017-06-16
Stephen Clues	Plaxtol, England, UK	2017-06-17
domini potts	Tonbridge, England, UK	2017-06-17
Sanaa Rahme	Ascot, England, UK	2017-06-18
Martin Nicholson	Burton, England, UK	2017-06-18
Judith Holland	Tonbridge, England, UK	2017-06-18
Shirley Hoult	Staplehurst, England, UK	2017-06-19
Niall Wilson	Tonbridge, England, UK	2017-06-20
Paul White	Hadlow, England, UK	2017-06-20
Jean Snelgrove	Ashford, England, UK	2017-06-20
Colin Warner	Hadlow, England, UK	2017-06-20

Name	Location	Date
Laurence Walker	Tonbridge, England, UK	2017-06-20
Catherine Baigent	Ticehurst, England, UK	2017-06-20
Ray Ellis	Tonbridge, England, UK	2017-06-21
Carole Ireland	Ripley, England, UK	2017-06-21
David St Pier	Tonbridge, England, UK	2017-06-21
Sarah Jane Sellors	Tonbridge, England, UK	2017-06-22
Jonathan Monkcom	Tonbridge, England, UK	2017-06-22
Hayley Hancock	Kemsing, England, UK	2017-06-25
June Edwardes-Evans	Tonbridge, England, UK	2017-06-25
Michael TREBESS	East Grinstead, England, UK	2017-06-25
Barry Dashwood	London, UK	2017-06-26
richard tyler	London, UK	2017-06-27
Kathleen Dennis-Jones	Tonbridge, England, UK	2017-06-27
Cristiana Dias-Dafforn	Tonbridge, England, UK	2017-06-28
Anne-Marie Smith	Tonbridge, England, UK	2017-06-29
Victoria Davies	Bristol, UK	2017-06-30
Mandy Parrett	Tonbridge, England, UK	2017-06-30

This page is intentionally left blank

Tonbridge and Malling Borough Council – Petition Scheme

The Borough Council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the Council will receive an acknowledgement from the Council within 10 working days of receipt. This acknowledgement will set out how the petition is to be dealt with. We will treat something as a petition if it is identified as being a petition or if it seems to us that it is intended to be a petition.

Paper petitions can be sent to:-

Democratic Services, Tonbridge and Malling Borough Council, Gibson Building,
Gibson Drive, Kings Hill, West Malling, ME19 4LZ

Or, from 15 December 2010, in electronic form if created, signed and submitted online by following a procedure to be introduced for the purpose and to be set out on the Council's website.

Petitions can also be presented to a meeting of the Council. These meetings take place on a regular basis and dates and times are published by Notice and on the Council's website. To present a petition to the Council in person, or to request your Councillor or someone else to present it on your behalf, please contact our Democratic Services team on 01732 876025 at least 10 working days before the meeting and they will talk you through the process.

If your petition has received 1500 signatures or more it will be scheduled for debate at Full Council in any event. If this is the case we will let you know whether this will happen at the same meeting you present your petition or at a later meeting of the Council.

What are the guidelines for submitting a petition?

Petitions submitted to the Council must include:-

- a clear and concise statement covering the subject of the petition . It should state what action the petitioners wish the Council to take
- the name and address and signature of the persons supporting the petition

Petitions should be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will not be placed on the Council's website.

If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.

Petitions which are considered to be vexatious, abusive or otherwise inappropriate will not be accepted.

In the period immediately before an election or referendum we may need to deal with your petition differently – if this is the case we will explain the reasons and discuss the revised timescale which will apply.

If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

What will the Council do when it receives my petition?

An acknowledgement will be sent to the petition organiser within 10 working days of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. It will also be published on our website.

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition has enough signatures to trigger a Council debate, or a senior officer giving evidence, then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take.

If the petition applies to a planning or licensing application, is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council tax banding and non-domestic rates, other procedures apply and the matter will be dealt with accordingly. Further information on all these procedures and how you can express your views is available on our website.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate and will explain the reasons for this in our acknowledgement of the petition.

To ensure that people know what we are doing in response to the petitions we receive, the details of all the petitions submitted to us will be published on our website, except in cases where this would be inappropriate. Wherever possible we will also publish all correspondence relating to the petition (all personal details will be removed). When you sign an e-petition you can elect to receive this information by email. We will not send you anything which is not relevant to the e-petition you have signed, unless you choose to receive other emails from us.

How will the Council respond to petitions?

Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:-

- taking the action requested in the petition
- considering the petition at a Council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation

- holding a meeting with petitioners
- referring the petition for consideration by the Council's Scrutiny Committee*
- calling a referendum
- writing to the petition organiser setting out our views on the request in the petition

*The Scrutiny Committee is a committee of Councillors who are responsible for scrutinising the work of the Council – in other words, the Scrutiny Committee has the power to hold the Council's decision makers to account.

In addition to these steps, the Council will consider what specific actions are available to address the issues highlighted in a petition.

The Council's response to a petition will set out the steps we intend to take and the reasons for taking this approach.

If the petition is about something over which the Council has no direct control we will consider making representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to the petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible on our website.

If the petition is about something that a different Council is responsible for we will give consideration to what the best method is for responding to it. This might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

Full Council debates

If a petition contains more than 1,500 signatures it will be debated by the Full Council unless it is a petition asking for a senior Council officer to give evidence at a public meeting.

This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. The Council will endeavour to consider the petition at its next ordinary meeting although on some occasions this may not be possible and it will then be referred to the next following meeting.

The petition organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes.

The Council will decide how to respond to the petition at this meeting. It may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for

example by a relevant committee. Where the issue is one on which the Council's Cabinet are required to make the final decision, the Council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of the decision. This confirmation will also be published on the Council's website.

Officer evidence

A petition may ask for a senior Council officer to give evidence at a public meeting about something for which the officer is responsible as part of their job. For example, the petition may ask a senior Council officer to explain progress on an issue, or to explain the advice given to elected members to enable them to make a particular decision.

If your petition contains at least 750 signatures, the relevant senior officer will give evidence at a public meeting of the Council's Scrutiny Committee. The senior officers that can be called to give evidence are those officers who are members of the Council's Management Team. Their details can be found on the Council's website.

The Scrutiny Committee may decide that it would be more appropriate for another officer to give evidence instead of any officer named in a petition, for instance if the named officer has changed jobs. The committee may also decide to call the relevant Portfolio Holder to attend the meeting. Committee members will ask the questions at this meeting, but the petition organiser will be able to suggest questions to the Chairman of the Committee by contacting the Democratic Services team at the above address or on 01732 876025 up to three working days before the meeting.

E-petitions

The Council intends to introduce e-petitions by 15 December 2010. These will be created and submitted through the Council's website. E-petitions will follow the same guidelines as paper petitions.

The petition organiser will need to provide us with their name, postal address and email address and will also need to decide how long the petition is to be open for signatures. Most petitions are expected to run for six months, but you will be able to choose a shorter or longer timeframe, up to a maximum of 12 months.

We expect the following to apply to our e-petitions;

When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature. If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish. If you do not do this within 10 working days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.

When an e-petition has closed for signature, it will automatically be submitted to our Democratic Services team. In the same way as a paper petition, you will receive an acknowledgement within 10 working days. If you would like to present your e-petition to a meeting of the Council, please contact Democratic Services as above within 10 working days of receipt of the acknowledgement.

A petition acknowledgement and response will be emailed to everyone who has signed the e-petition and elected to receive this information. The acknowledgment and response will also be published on this website.

All the e-petitions currently available for signature will be on our website.

When you sign an e-petition you will be asked to provide your name, your postcode and a valid email address. When you have submitted this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete your 'signature' will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it but your contact details will not be visible.

What can I do if I feel my petition has not been dealt with properly?

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Scrutiny Committee review the steps that the Council has taken in response to your petition. The petition organiser must give a short explanation of the reasons why the Council's response is not considered to be adequate.

The Committee will endeavour to consider the request at its next meeting, although on some occasions this may not be possible and consideration will take place at the following meeting. Should the committee determine the Council has not dealt with the petition adequately, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendations to the Cabinet and arranging for the matter to be considered at a meeting of the Full Council.

Once the appeal has been considered the petition organiser will be informed of the results within 5 working days. The results of the review will also be published on our website.

This page is intentionally left blank

TONBRIDGE & MALLING BOROUGH COUNCIL

CABINET

9 February 2017

Report of the Management Team

Part 1 - Public

Executive Key Decisions

1 TONBRIDGE TOWN CENTRE – STRATEGIC ASSET REVIEW

Summary

This report updates Members on a strategic review of the Council's principal property assets to the west of Tonbridge High Street and seeks the approval of Members to proceed with proposals to regenerate this area through (1) the sale of land and buildings within the River Lawn area for the purposes of creating a new medical centre and residential accommodation (2) the sale of vacant offices/ land at River Walk.

1.1 Introduction

1.1.1 Members will be aware that Officers have been conducting a review of Council owned assets within Tonbridge Town Centre with the intention of identifying a range of potential redevelopment opportunities. The aim of the review was to utilise these assets to help add vitality to the town centre as well as optimising their use in terms of service delivery, community benefit and financial return.

1.1.2 At a previous meeting of Cabinet on 24 March 2015, Members approved a proposal to progress negotiations for disposal of land within Tonbridge Town Centre following an approach by the Tonbridge Medical Group and developers acting on their behalf to purchase the land for the purposes of constructing a new medical centre.

1.1.3 This report updates Members on the progress of these negotiations and seeks approval to complete an agreement for sale of land at River Lawn Road for the development of a new medical centre.

1.1.4 The proposed sale of land for the purposes of a medical centre provides an opportunity to use this for community benefit in terms of new healthcare facilities for the town. It will also bring about an improvement to the visual and environmental quality and act as a catalyst for redevelopment of other areas of land within the ownership of the Borough Council in the immediate vicinity. The report also therefore outlines further proposals to dispose of land adjacent to the proposed medical centre and also vacant office land at River Walk, both for the purposes of facilitating the construction of new residential accommodation.

1.1.5 Taken together, the proposals within this report represent an important regeneration opportunity by making beneficial use of land in the heart of Tonbridge Town Centre that can contribute to the economic and community well-being of an area very close to the High Street. They also serve to deliver the following core values within the Council's Corporate Strategy for 2017-2019 –

Embracing Effective Partnership Working – achieving more by working and engaging effectively with a wide range of local partners from the private, public, voluntary and community sectors.

Valuing our environment and encouraging sustainable growth – keeping our towns, villages and countryside clean and well maintained, planning for our future homes and jobs and seeking investment in economic regeneration and infrastructure.

1.1.6 Due to the commercial nature of the proposals set out in the report, details of the financial considerations and the terms of any proposed agreements are set out in private annexes under Sch 12A to the Local Government Act 1972.

1.2 River Lawn Road

1.2.1 A plan identifying the land owned by the Borough Council within this area is attached as **Annex 1**. The plan identifies 3 separate land holdings as follows –

River Lawn Car Park (Marked '1' on the plan)

The Teen and Twenty Club (Marked '2')

River Lawn Land (Marked '3')

The Council also owns the freehold to the Lamberts Yard Car Park (marked as '4'), although this is not the subject of the proposals within this report. Indeed, it is intended to retain this land for the purposes of car parking.

1.2.2 The River Lawn Car Park is operated by the Borough Council, and during the financial year 2015/16 provided an income of £35,000.

1.2.3 The Teen and Twenty Club is leased to the Trustees of the Tonbridge Teen and Twenty Club. The lease permits use of the premises as a headquarters for a youth club and youth centre and for social purposes organised for benefit of the members. The most recent lease was entered into on 24 March 2009 for a period expiring on 31 March 2013. The rent payable under the lease is £100 pa. The Club have leased the Site since 1966.

1.2.4 Whilst the lease has now expired, the Teen and Twenty Club continue to occupy the premises. The Club are 'holding over' under the terms of the lease under the provisions of the Landlord and Tenant Act 1954.

- 1.2.5 The building occupied by the Teen and Twenty Club is generally regarded as being of poor appearance and amenity value, adding little to the character and appearance of the surrounding area. It is also not easily convertible to alternative uses. There are therefore aesthetic and practical benefits of demolishing the existing building to allow for a redevelopment of the area for a use that will itself bring an improvement to community health care provision. It is also important to note that the County Council has opened a Tonbridge Youth Hub in the Library facilities in Avebury Avenue. This means that there are now two facilities serving the same purpose in very close proximity to each other. Furthermore, the Tonbridge Central Area Action Plan (TCAAP) identifies this site as suitable for a mixed use development subject to the identification and provision of an alternative facility for the Teen and Twenty Club and other users of the building.
- 1.2.6 The River Walk Land is identified in the TCAAP as being underused and potentially threatening, particularly during the evening and at night. The TCAAP notes that it is important to improve this riverside location, providing opportunities for mixed infill to enhance the built form, making a clear distinction between the public front of buildings and the private backs and extend the time the area is used. The area is relatively poorly used and there is potential opportunity for a high quality development to include an attractive treatment and landscaping of the riverside path area. Most latterly the site has been used as a compound for the river related works by the Environment Agency.

1.3 Proposal from Assura Medical Group Ltd

- 1.3.1 Tonbridge Medical Group currently occupies premises in Pembury Road and Higham Lane, Tonbridge. With the continued expansion of the practice, the existing premises are no longer fit for purpose and NHS England has granted the practice approval to acquire the site of the Teen and Twenty Club at River Lawn and a small part of the adjoining River Lawn Land for the purposes of constructing a new medical centre.
- 1.3.2 The acquisition of suitable premises for a new practice is being taken forward by Assura, who are property developers specialising in acquiring and constructing sites for new medical centres. It is proposed that Assura will acquire the site and construct the medical practice, thereafter leasing the same to Tonbridge Medical Group.
- 1.3.3 The proposed medical centre would be arranged over 3 storeys –
- Ground Floor – car parking, main entrance foyer and pharmacy
 - First Floor – GP reception, waiting and clinical accommodation
 - Second Floor – staff meeting/ offices/ conference
- 1.3.4 The proposed gross floor area would be approximately 1400 sqm/ 15000 sqft.

- 1.3.5 It is not proposed to dispose of the River Lawn Car Park to Assura. This would be retained as a public car park, protecting the valuable income stream to the Council. However, Assura would be granted a lease of 5 spaces within the car park for use in connection with the medical practice. These 5 spaces would be delineated in order to ensure a clear separation from those spaces available for public use.
- 1.3.6 The agreement also provides for a contracted out lease to be granted of land at the River Lawn Road car park for a period of up to 2 years for use as a site compound. If a further period is required due to bona fide delays to the construction period then the parties agree to the grant of a further contracted out lease for a maximum period of 1 year.
- 1.3.7 Assura has confirmed that the proposal for a new practice at River Lawn has the full support of the partners of the existing practice.

1.4 Terms of the agreement

- 1.4.1 In consultation with the Council's appointed surveyors, Hartnell Taylor Cook (HTC), Heads of Term for the proposed disposal were agreed with Assura on 6 June 2016 (attached as **Annex 2**). These were agreed by the Director of Central Services and the Director of Planning, Housing and Environmental Health in consultation with the Leader and Deputy Leader (as delegated by Cabinet on 24 March 2015).
- 1.4.2 Both the Council and Assura have subsequently instructed Solicitors to negotiate the terms of the contract for sale of the property. These negotiations are now at an advanced stage and a copy of the draft agreement is attached at **Annex 3** together with the supporting Car Parking Lease, Compound Lease and Agreement for Lease between Assura and the Tonbridge Medical Group.
- 1.4.3 The key provisions of the agreement are set out in the private **Annex 4**.

1.5 Liaison with the Teen and Twenty Club

- 1.5.1 As Members would expect, we have been in close liaison with the Trustees of the Teen and Twenty Club about the redevelopment proposals.
- 1.5.2 The Director of Street Scene, Leisure and Technical Services and the Estates Service Manager have met regularly with the Committee and Trustees of the Teen and Twenty Club, appraising them of the proposed disposal to the Medical group. The Trustees and Committee have been understanding of the proposals and have agreed to surrender the lease of the Teen and Twenty Club on 31 March 2017, accordingly they have informed the hirers of the club that no further bookings will be available after this date.
- 1.5.3 The Council has offered support to community hirers to assist them in finding alternative and suitable facilities to relocate to in the town centre. New premises

have already been secured by some of the existing hirers, including the new youth hub in Avebury Avenue. The Council will continue to offer this support up until the closure of the club and beyond this time if necessary.

1.6 Consultation

- 1.6.1 Members will appreciate that should it be decided to proceed with all or any of the initiatives described in this report, development proposals arising from them will, of course, be need to be the subject of conventional planning applications, including public consultation in the normal way and any applications will be determined by the Area Planning Committee
- 1.6.2 Assura have confirmed that the Medical Group/ Clinical Commissioning Group (CCG) will be undertaking a consultation with patients of the practice prior to submission of the planning application.

1.7 River Lawn Land

- 1.7.1 HTC have identified the land adjacent to the site of the proposed Medical Centre as a suitable site for residential development. This could, for example comprise high quality apartments or mews type properties of a design appropriate to this locality or perhaps a scheme aimed at the retirement age group market. The river front nature of the site lends itself to a high quality designed development to complement the proposed medical centre. It might also incorporate improvements to the riverside walk in this vicinity and provide some well landscaped space around the buildings. Its location is likely to create a high capital value, particularly if combined with a mixed use development incorporating a medical centre or other facilities.
- 1.7.2 If Members were minded to pursue a disposal of this land, it is recommended that such a disposal would take place via tender or public auction, so as to achieve the best price available on the open market. Such a disposal process could include some overall design pointers, not to constrain matters but to provide encouragement for suitably high design quality which could actually assist in the marketing attraction. Given the interrelationship between this land and the site of the proposed Medical Centre (particularly because it is proposed that a small area of the River Lawn Land be included in the land to be disposed of to Assura for the purposes of the Medical Centre), it is not recommended that any such disposal is pursued unless and until completion of the agreement with Assura for redevelopment of the Teen and Twenty site.

1.8 River Walk Offices Site

- 1.8.1 A plan identifying the land owned by the Borough Council is attached as **Annex 5**.
- 1.8.2 The site is located in the centre of Tonbridge, fronting the River and opposite Tonbridge Castle. It may be accessed on foot via River Walk or New Wharf Road or by vehicle from New Wharf Road.

- 1.8.3 The building covers only a limited part of the plot, with the Council's ownership extending to River Walk to the north and east of the site.
- 1.8.4 Members may be aware that the building was formerly let to the Citizens Advice Bureau (CAB) and a private business (Jawatte), both of whom vacated the site during 2016. The CAB are now based in the Castle offices, with the private business having relocated to the Council offices at Kings Hill.
- 1.8.5 Within the Tonbridge Central Area Action Plan, the site is identified as suitable for residential development. It occupies a prime 'corner' location at a particularly attractive point in the town close to the River, Castle and Racecourse ground. It is also adjacent to Riverwalk itself where environmental improvements are being undertaken. All these aspects increase the scope for a high quality residential development which, with imaginative design, can add considerably to the 'aspect' of the locality and potentially achieve a high value relative to the size of the site.
- 1.8.6 If Members were minded to pursue a disposal of this land, it is recommended that such a disposal would take place via tender or public auction, so as to achieve the best price available on the open market. As with the River Lawn Land, such a disposal process could include some overall design pointers, not to constrain matters but to provide encouragement for suitably high design quality which could actually assist in the marketing attraction.

1.9 Financial and Value for Money Considerations

- 1.9.1 The financial considerations are set out in the private **Annex 4**.

1.10 Legal Considerations

- 1.10.1 The River Lawn Land is held by the Borough Council as public open space. In the event that Members were minded to proceed with the disposal of this land we would need to advertise our intention to do so in accordance with the requirements of sections 123(2A) and 127(3) of the Local Government Act 1972 and Section 233(4) of the Town and Country Planning Act 1990 and to thereafter consider any objections. This must be done before any final decision is taken on the disposal.

1.11 Risk Assessment

- 1.11.1 A critical part of this project will be in ensuring that the Teen and Twenty Club is able to find alternative premises for the facilities provided at the Club. Detailed liaison will continue with the Club to ensure that this takes place.
- 1.11.2 Any financial risks arising in connection with the proposals are considered in Annex 5.

1.12 Equality Impact Assessment

1.12.1 The proposed medical centre scheme will deliver considerable benefits to the community. As such, the scheme will provide a positive contribution to promoting equality. As specific elements of the development programme are taken forward, detailed consideration will be given to ensure potential impacts are identified and, where appropriate, action is taken to mitigate them in accordance with the Equality Act 2010 and supporting guidance.

1.13 Recommendation

1.13.1 It is **RECOMMENDED** that the Director of Central Services be authorised to

- (a) complete the contract for the sale of freehold land with Assura on terms substantially as set out at **Annex 3** together with all other necessary agreements in order to implement the proposals, including the Car Parking Lease and the Compound Lease. Any amendments to the documents at **Annex 3** to be agreed in consultation with the Leader and Deputy Leader;
- (b) advertise the intention of the Borough Council to dispose of the River Lawn Land;
- (c) Subject to the completion of the agreement(s) with Assura under (a) above and the receipt of no objections in response to (b) above, proceed with the disposal of the River Lawn Land (shown edged in red and marked '3' on the plan at **Annex 1**) as set out in paragraph 1.7 of the report, such authority to include (but not be limited to) advertisement of the land, negotiation of terms and completion of any necessary legal agreements; and
- (d) Proceed with the disposal of land at River Walk (shown edged in red on the plan at **Annex 5**) as set out in paragraph 1.8 of the report, such authority to include (but not be limited to) advertisement of the land, negotiation of terms and completion of any necessary legal agreements.

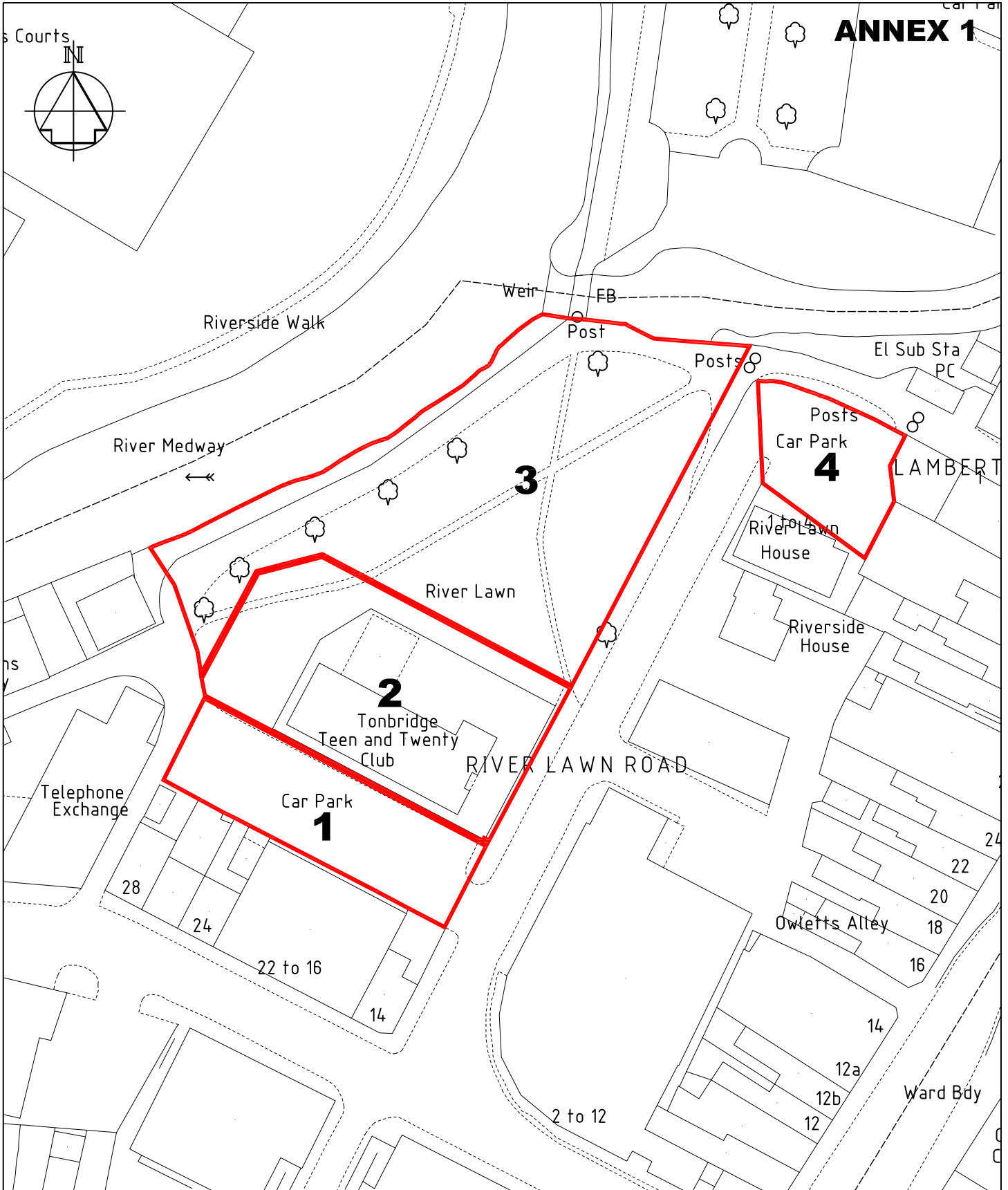
contact: Adrian Stanfield

Background Papers:

Nil

This page is intentionally left blank

ANNEX 1



**ADMINISTRATIVE
& PROPERTY
SERVICES**

ANNEX 1

Land at
River Lawn Road
Tonbridge

Page 125

REVISIONS

Rev	Date	Description

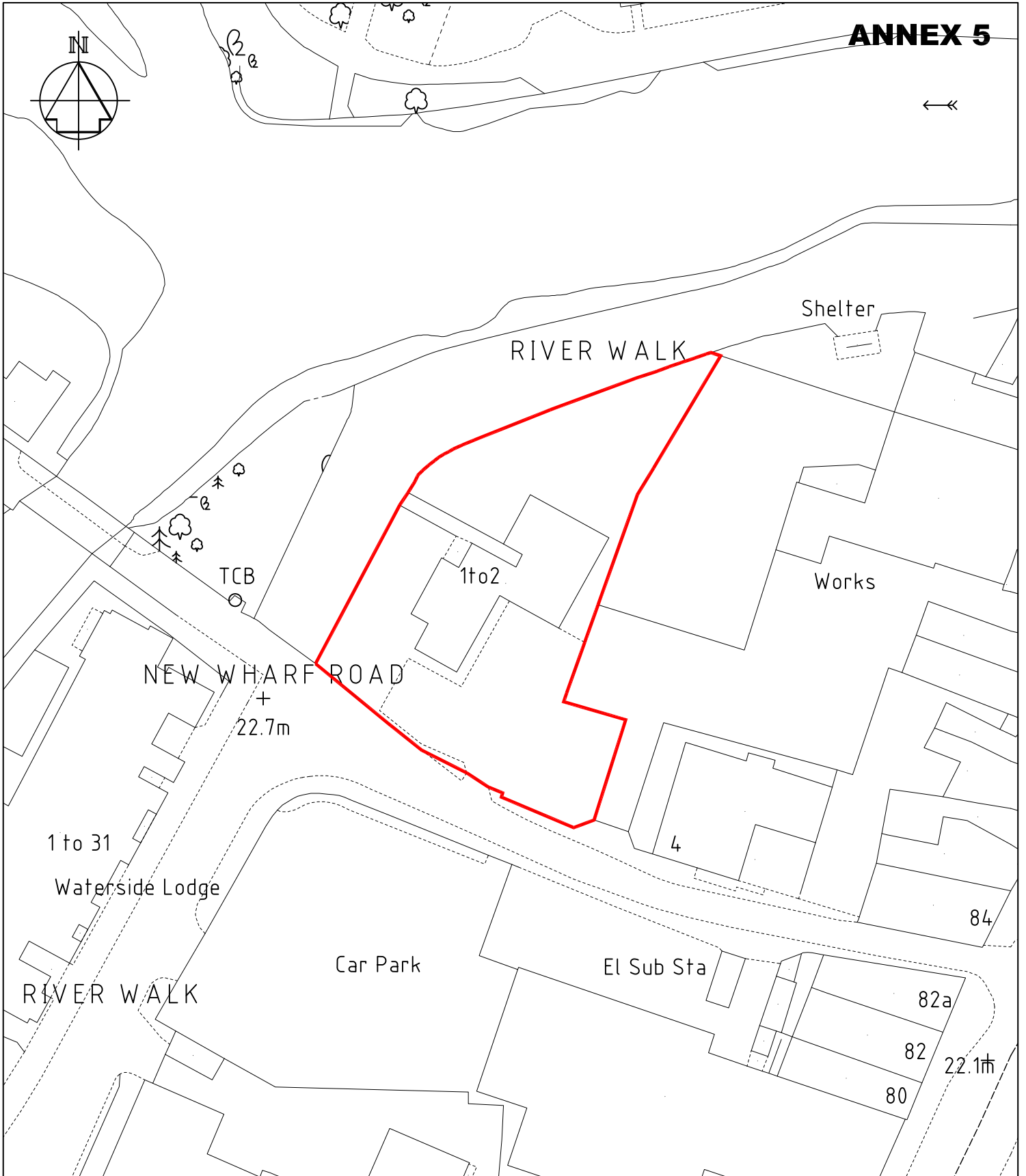
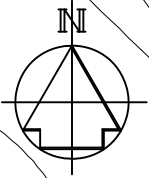
Date JAN2017

Scale NTS

Drawing No. TP1	Rev
---------------------------	-----

For reference purposes only. No further copies may be made. © Crown copyright and database rights 2012 Ordnance Survey 100023300

This page is intentionally left blank



**ADMINISTRATIVE
& PROPERTY
SERVICES**

For reference purposes only. No further copies may be made. © Crown copyright and database rights 2017 Ordnance Survey 100023300

ANNEX 5

Land at
River Walk
Tonbridge
Page 127

REVISIONS

Rev	Date	Description
Date JAN2017		
Scale NTS		
Drawing No. RW1		Rev

This page is intentionally left blank



Teen & Twenty building looking west

1



Teen & Twenty building looking south west

2



River Lawn Road area looking south west

3



River Lawn Road area looking south

4



River Walk Offices looking north west

5



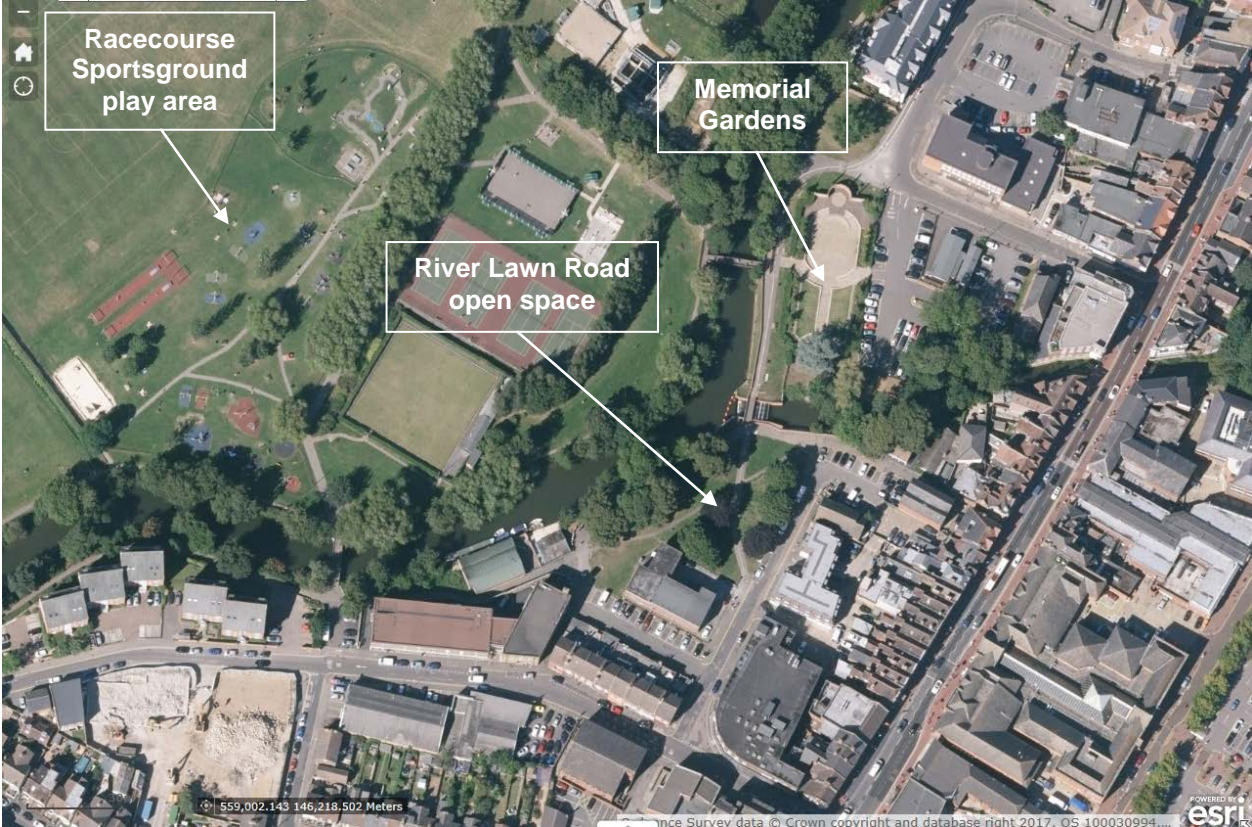
River Walk Offices looking north east

6



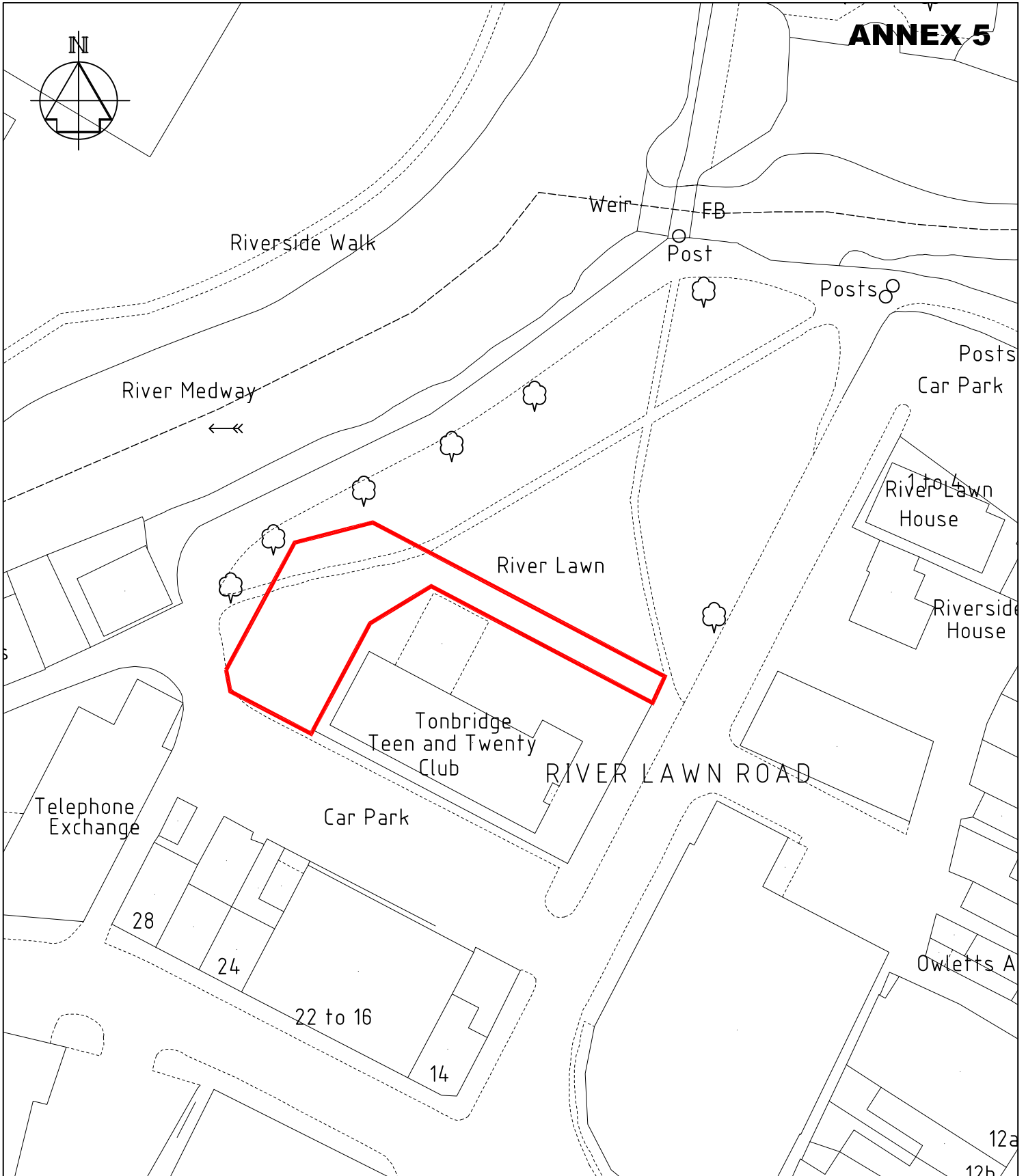
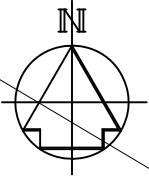
Tonbridge Racecourse Sportsground

5



Open spaces around River Lawn Road

6



ANNEX 5

Land at
River Lawn Road
Tonbridge
Page 133



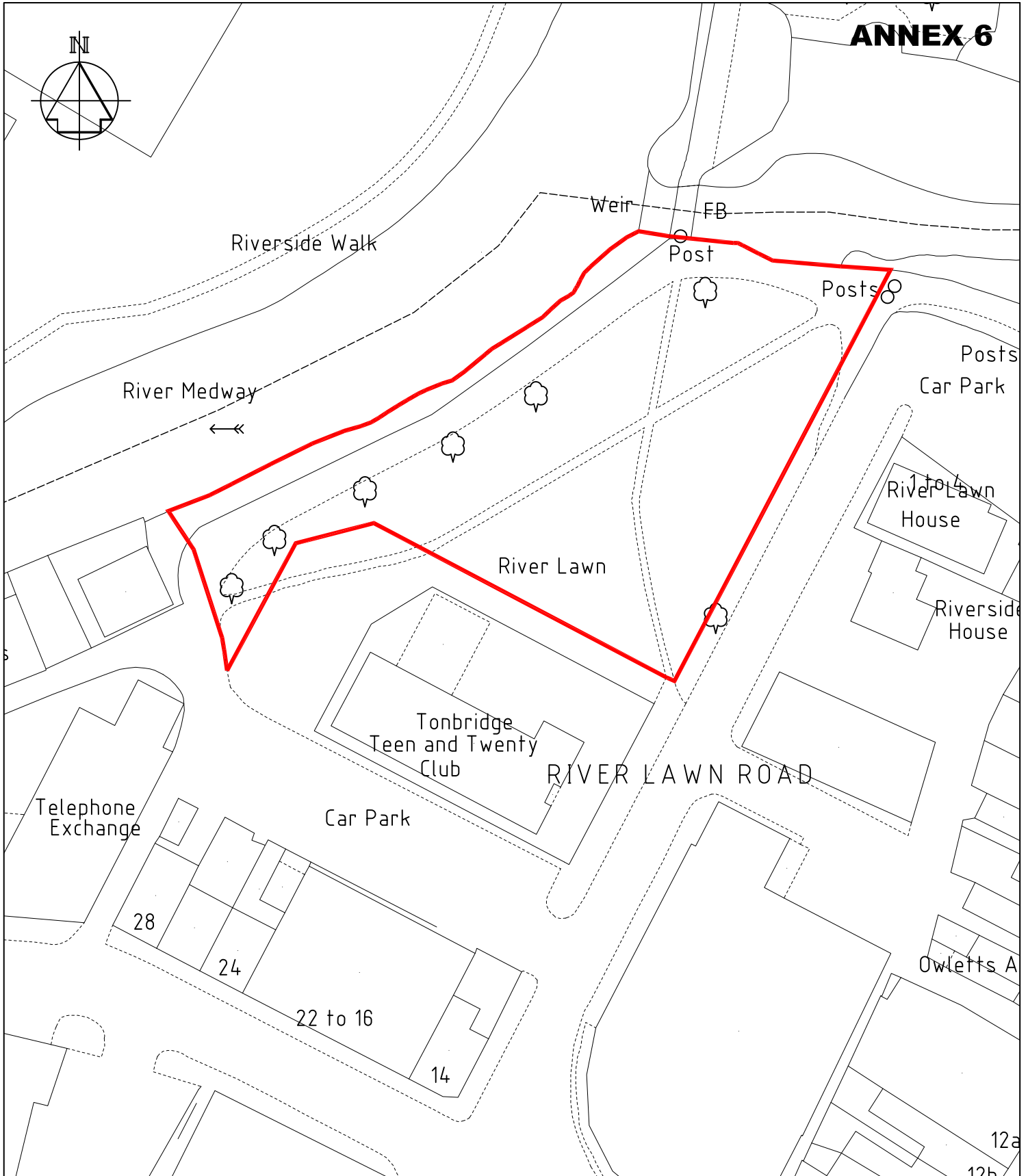
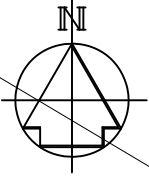
PROPERTY SERVICES

For reference purposes only. No further copies may be made. © Crown copyright and database rights 2017 Ordnance Survey 100023300

REVISIONS

Rev	Date	Description
Date JUNE2016		
Scale NTS		
Drawing No.		Rev
ANNEX-5		

This page is intentionally left blank



ANNEX 6

Land at
River Lawn Road
Tonbridge
Page 135



PROPERTY SERVICES

For reference purposes only. No further copies may be made. © Crown copyright and database rights 2017 Ordnance Survey 100023300

REVISIONS

Rev	Date	Description
Date JUNE2016		
Scale NTS		
Drawing No.		Rev
ANNEX-6		

This page is intentionally left blank

Leader's Announcements

This page is intentionally left blank

Agenda Item 9

Meeting	Page Nos in Minute Book	Recommendations to Council
11 April: Council - Minute Numbers: C 17/19 – 32 - Annex: Members' Allowances	3 – 10	
12 April: Area 2 Planning Committee - Minute Numbers: AP2 17/17 – 23	11 – 14	
26 April: Licensing and Appeals Panels (3) - Minute Numbers: LA 17/18 – 26	15 – 22	
9 May: Licensing and Appeals Committee - Minute Numbers: LA 17/27 – 32	23 – 24	
16 May: Annual Council - Minute Numbers: C 17/33 – 47	25 – 36	
24 May: Area 2 Planning Committee - Minute Numbers: AP2 17/24 – 28	37 – 38	
26 June: General Purposes Committee - Minute Numbers: GP 17/11 – 17	39 – 44	GP 17/13, 16
28 June: Cabinet - Minute Numbers: CB 17/44 – 51	45 – 46	CB 17/46
Cabinet Decision Notices - D170037MEM – D170039MEM - D170040MEM – D170043MEM - D170044CAB – D170046CAB	47 – 62	
29 June: Area 1 Planning Committee - Minute Numbers: AP1 17/13 -	To follow	
3 July: Audit Committee - Minute Numbers: AU 17/29 -	To follow	
5 July: Area 2 Planning Committee - Minute Numbers: AP2 17/	To follow	

This page is intentionally left blank

Item GP 17/13 referred from General Purposes Committee minutes of 26 June 2017

GP 17/13 HUMAN RESOURCES STRATEGY UPDATE

The report of the Director of Central Services presented an updated Human Resources Strategy which provided an overview of the Council's approach to managing its employees. Details were given of progress in achieving the improvement priorities in the Strategy for 2016/17 together with actions to be implemented in the period April 2017 – March 2018 (the Workforce Development Plan). The updated strategy also contained the statutory equality monitoring required by the Equality Act 2010.

RECOMMENDED: That the outcomes of the equality monitoring reported in Section 4 of the Human Resources Strategy, as set out in Annex 1 to the report, be noted and the actions listed in Section 5 thereof be commended to the Council.

*** Referred to Council**

This page is intentionally left blank

TONBRIDGE & MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

26 June 2017

Report of the Director of Central Services

Part 1- Public

Matters for Recommendation to Council

1 HUMAN RESOURCES STRATEGY UPDATE

The Human Resources Strategy (HR Strategy) provides an overview of the Council's approach to managing its employees. It is updated annually to identify "improvement priorities", such as changes to the Council's personnel policies.

The updated Hr Strategy attached as Annex 1 to this report advises the Committee on progress in achieving the improvement priorities in the Human Resources Strategy (HR Strategy) for April 2016 – March 2017, and identifies actions to be implemented in the period April 2017 – March 2018. The updated Strategy in Annex 1 also contains the statutory equality monitoring required by the Equality Act 2010.

1.1 Overview of updates to the HR Strategy

1.1.1 Section 3 of the updated HR Strategy lists progress against the improvement priorities identified in 2016/17. The Committee will note that actions have been identified and achieved.

1.1.2 Section 4 of the HR Strategy reports the outcomes of equality monitoring of staffing issues in 2016/17. There is no evidence of discrimination against any of the protected characteristic groupings listed in the Equality Act 2010.

1.1.3 Section 5 of the HR Strategy advises the Committee of the improvement priorities that have been so far identified for 2016/17. This section is referred to as The Workforce Development Plan (WDP) because periodically various external agencies, government departments etc. request information about the Council's WDP.

1.2 Legal Implications

1.2.1 The reporting of the outcomes of the Council's HR equalities monitoring is a statutory requirement of the Equalities Act 2010.

1.3 Financial and Value for Money Considerations

- 1.3.1 All of the actions listed in Section 5 of the attached Annex will be resourced from existing budgets.

1.4 Risk Assessment

- 1.4.1 The Workforce Development Plan in Section 5 of the HR Strategy complies with one of the recommended requirements of the Annual Governance Statement (part of the statement of accounts).

1.5 Recommendations

- 1.5.1 The Committee is commended to note the outcomes of the equality monitoring as reported in Section 4 of the HR Strategy and to recommend the actions listed in Section 5 to Council.

Background papers:

contact: Delia Gordon

Nil

Adrian Stanfield
Director of Central Services

Annex 1

HUMAN RESOURCES STRATEGY (incorporating the Pay and Workforce Strategy)

1 The Council's Vision

The Council's vision for the next two years is:

To be a financially sustainable Council that delivers good value services, provides clear leadership and, with our partners, addresses the needs of the Borough.

2 Human Resource Strategy

The Human Resources Strategy is about recognising and developing the crucial contribution of every employee. This is prompted by the expectation/aspiration that all employees will:

- be customer focused
- be corporately aware
- demonstrate a "can do" approach to work
- appreciate the Council as a good employer
- consider themselves as colleagues in a joint endeavour to achieve the corporate vision.

Working with partners, external service providers, and other authorities, the Council will give ongoing consideration to the further development of the Strategy. The Strategy will be updated annually and will identify improvement priorities for the year ahead. The annual update will also report on the achievement of the improvement priorities identified the previous year.

Four key "building blocks" are used to inform and direct human resource activities. These are:

- Leadership and Management
- Effective Recruitment and Retention
- Communication and Team Working
- Workforce Development.

The Sections below provide an overview of the Council's current approaches to developing these "building blocks".

Leadership and Management Development

We want managers and supervisors throughout Tonbridge & Malling Borough Council to meet their responsibilities to their colleagues by providing leadership, direction, purpose and support.

- Managers and supervisors will be expected to proactively seek out opportunities for service transformation and to set standards.
- All managers and supervisors will contribute to developing an organisational climate that encourages innovation, by encouraging their staff to engage positively in service transformation and in developing new ways of working.
- Corporate working will be promoted throughout the Council.
- All managers and supervisors will be expected to behave in accordance with the Council's Supervisory and Management Capability Checklists.
- Up to date advice, training and support on Council policies and procedures for dealing with a range of employee relations issues will ensure consistency of management style.
- New managers and supervisors will be equipped for their role by participating in appropriate training and development activities.
- Throughout their careers with the Council managers and supervisors will have opportunities to attend training and development events that reflect their responsibilities.

Effective Recruitment & Retention

We want an employment package that attracts and retains capable people who are committed to delivering excellent services to the community.

- We will balance internal progression with external recruitment so that the Council continuously reinvigorates its talent pool, and that appropriate succession planning ensures an appropriately skilled workforce for the future.
- We will endeavour to attract suitable applicants by clear job descriptions, person specifications and advertisements.
- There will be a fair and consistent recruitment and selection framework that supports diversity within the workforce and that is regularly inspected by our internal audit team. Our workforce broadly reflects the ethnic and gender distribution of the residents of the borough.
- We will offer employees a fair and competitive rate for the job that reflects the principles of equal pay. We will ensure equal status for part-time staff.

In 2016/17 of a workforce of 266 permanent employees, 109 are employed on a part time basis.

- Wherever possible, we will offer employees flexible working opportunities that reflect the diversity of the workforce and facilitate a healthy Work Life Balance.
- We will ensure that working environments are safe and healthy. The Council is currently accredited with the ROSPA Gold Award.
- We will foster a supportive management ethos that recognises and values everyone's contribution.
- We will offer employees suitable training and development opportunities.

Communication and Team Working

We want to create a climate of trust, honesty and involvement. We recognise the need for open and honest two-way communication.

- We will maintain a system of annual individual appraisals and regular team briefings across the organisation.
- We will maintain a constructive relationship with accredited employee representatives and the Trade Union (Unison). There is an effective Joint Employee Consultative Committee which provides an opportunity for elected members, managers and employees to debate staffing issues.
- We will honour the Council's commitment to trust, honesty and involvement by working through employee relations issues according to the procedures specified in the Grievance, Disciplinary, Capability, Anti-Bullying and Harassment and Confidential Reporting Codes of Practice/Procedures.
- We will ensure that corporate information is easily accessible and will continue to develop the use of information technology for this purpose. All employees can access relevant corporate policies and e-learning modules on the Council's intranet.
- We will encourage development of a culture of corporate and co-operative working across the Council.
- We will encourage employees to influence the shape of future service delivery in an environment that embraces transformation and partnership working.

Workforce Development

We want employees to know how their contribution fits into the bigger picture, and to have the skills, knowledge and information they need to do their job effectively. We want them to feel committed to the Council and to enjoy coming to work.

- We will provide new employees with information about their job and employment package.
- Every new employee will undergo a customised induction process.
- All employee's will have an annual performance appraisal which will review their performance over the past year, set personal objectives for the year ahead, and identify any training and development needs.
- All employees will have access to training and development activities that are linked with their individual objectives as well as those of the service to which they belong.
- We will deal firmly and fairly with poor performance.
- On return from absence due to sickness, all employee's will engage in a return to work interview with their line manager that will attempt to identify any organisational factors which may have contributed towards their illness.

3 Achievement of Improvement Priorities for the period April 2016 to March 2017

Action	Progress
<p><u><i>Developing leadership capacity</i></u></p> <p>i) Provide structured development opportunities that enhance management capacity and enable succession planning that takes account of the anticipated departure of many senior staff over the next 5 years.</p>	<p>The Environmental Protection Manager and the Health Improvement Manager have undertaken a short course entitled "An Introduction to Management". The Head of Housing Services and the Street Scene Leisure and Technical Services Manager have completed a course in Digital Leadership. The Street Scene Manager has successfully completed the Certificate in Business Continuity Management.</p> <p>Many other opportunities have been taken to develop managerial capacity through project work and the re-distribution of duties when colleagues flexibly retire.</p>

<p><u>Developing the skills and capacity of the workforce</u></p> <p>i) Support the development of appropriate officers in skill sets required to meet current legislation/service requirements.</p>	<ul style="list-style-type: none"> ➤ There have been 191 instances of employees undertaking off the job seminars, workshops or short courses, and 256 e-learning courses were completed. ➤ The Housing Options and Support Manager has successfully completed the CIH Level 5 Diploma in Housing. The Internal Auditor is part way through the CIA Internal Audit qualification. The Licensing Inspector has completed the Professional Licensing Practitioner Qualification. One of the Help Desk Support Officers has completed further modules that contribute towards a BSc in Computing, and the Planning Officer (Apprentice) has completed further units in the BA Urban and Environmental Planning .
<p><u>Organisational development</u></p> <ul style="list-style-type: none"> ➤ Continue to re-align the Council's Establishment with its re-defined priorities. ➤ Continue to develop the knowledge base of elected Members in response to changes in legislation, Government initiatives etc. 	<ul style="list-style-type: none"> ➤ 44 adjustments to job roles, changes in working patterns, re-grades, and deletions of posts have been agreed at the meetings of the General Purposes Committee in June, and October 2015 and February 2016. ➤ Officers have provided Member briefings on a range of topics such as planning (including the Local Plan), housing, special expenses, the Council Tax Reduction Scheme, business rates, probity, and, licensing, at Committee and Advisory Board meetings. In addition, the Leader and the Leader of the Opposition attended the annual conference of the Local

	Government Association in order to provide up to date guidance on national trends etc.
<p><u>Resourcing, recruitment and retention</u></p> <p>i) Provide work placements to local schools.</p> <p>ii) Continue to provide apprenticeship placements for Customer Services at NVQ Level 2.</p>	<p>➤ Numerous work placement opportunities have been provided for Year 10 and 11 students.</p> <p>➤ 2 placements were provided in partnership with K College and 1 was successfully “filled”. The success of the programme has been evidenced by the subsequent employment within the Council of this apprentice as a DC Planning Clerk..</p>
<p><u>Pay and Reward</u></p> <p>The Council continues to adhere to the public sector pay restraint set by The Government.</p>	<p>The Council awarded a 2% two year pay settlement.</p>

4 Equalities Monitoring 2016/17

In accordance with Equality legislation, the Authority is legally obliged to consider how our activities as an employer affect people who share different protected characteristics.

The information included in the tables below shows the outcomes of this monitoring for the period 2016/17. For the sake of comparison, a percentage analysis of the demographic profile of the Borough according to gender, ethnicity and disability is shown in Table 10 and a breakdown of the race, disability, gender and age distributions of the workforce in Tables 11 & 12.

In accordance with commitments made in the Equality Impact Assessment of the Flexible Working Policy the outcomes of the monitoring of the return rates

from maternity leave and applications for flexible working are included in Tables 8 & 9.

Table 1 – Analysis of applications for jobs

Total Applicants	559
Male	222
Female	337
Disabled	21
Ethnic Minority	79

Shortlisted	71
Male	31
Female	40
Disabled	5
Ethnic Minority	8

Appointed	20
Male	7
Female	13
Disabled	4
Ethnic Minority	3

Table 2 – Analysis of Promotions

Promotions	13
Male	5
Female	8
Disabled	0
Ethnic Minority	0

Table 3 – Analysis of Disciplinary Hearings

Hearings	6
Male	3
Female	3
Disabled	0
Ethnic Minority	0

Table 4 – Analysis of Capability Hearings

Hearings	6
Male	3

Female	3
Disabled	0
Ethnic Minority	0

Table 5 – Analysis of Grievance Hearings

Cases	2
Male	0
Female	2
Disabled	0
Ethnic Minority	0

Table 6 –Instances of staff within the Council receiving training for which a direct cost has been incurred.

Total	White	Non White	Male	Female	Disabled
167	160	7	65	102	6

Table 7 – Applications for changes to working patterns and flexible working, and success rates

Nature of the request	Requests	Requests granted
Flexible retirement	2	2
Reduction/increase in working hours or change in working pattern	14	14

Table 8 – Return rates from maternity leave

Category	Number
Number of employees on maternity leave in 15/16	5
Number still on maternity leave in 2016/17	2
Number of employees who left the Council's employment on or shortly after returning from maternity leave	0
Number who returned to employment with the Council.in 15/16	3

Table 9 – Demographic analysis of the Borough

Equality Characteristic	Percentage
Male	48
Female	52
White	96

Ethnic Minority	4
Permanently sick or disabled	3

Table 10 – Gender, disability and race distribution of the workforce

In March 2016 there were 266 employees, of which 109 were part time.

Equality Characteristic	Headcount
Gender	Male – 95 Female - 171
Disability	Employees who consider themselves to be disabled – 5
Ethnicity	White – 227 Black – 4 Asian or Asian Black – 4 Other Asian – 0 Mixed - 0

Note – any discrepancies in the totals above are due to employees not disclosing personal information.

Table 11 – Age distribution of the workforce

Age range	Number of employees
Up to 19	2
20 - 25	9
26 - 35	30
36 - 45	63
46 - 55	89
56 - 65	65
Over 65	8

5 Workforce Development Plan April 2017 – March 2018

Developing leadership capacity

- Continue with the provision of structured development opportunities that enhance our management capacity and enable succession planning that takes account of the potential departure of many experienced staff over the next five years.

Developing the skills and capacity of the workforce

- Continue to support the ongoing professional development of staff, and to equip them with the knowledge and skills required to deliver services, to

respond to changes introduced by the Government, and to the Council's transformational agenda. Specific areas of need will be identified during the 2017/18 performance appraisal process.

Organisational Development

- Consider the impact on the Council's policies of any proposals from the Government to amend existing employment legislation, and re-align the Council's HR policies with the timetable for any proposed amendments.
- Continue to provide briefings for Members on legislative change etc. at Committee meetings and Advisory Boards, and, where appropriate commission dedicated training sessions on cross cutting corporate issues such as safeguarding children and vulnerable adults.

Resourcing, recruitment & retention

- Continue to re-align the Council's Establishment with its re-defined priorities.
- Continue to explore options with other Councils for shared service delivery.
- Continue to ensure that work placements are provided to local schools, and opportunities are identified to offer apprenticeships in accordance with the targets set by the Government..

Pay and Reward

- Track the benefits package offered by our competitors for staff and keep the Council's package under review (ongoing).
- Review the Pay Policy Statement (by March 2018).

Item CB 17/46 referred from Cabinet minutes of 28 June 2017

CB 17/46 REVENUES AND BENEFITS - SHARED SERVICE

Item FIP 17/17 referred from Finance, Innovation and Property Advisory Board minutes of 21 June 2017

The Cabinet received the recommendations of the Finance, Innovation and Property Advisory Board at its meeting on 21 June 2017 concerning IT and digital provision in relation to the implementation of the Shared Service for Revenues and Benefits between the Council and Gravesham Borough Council.

RECOMMENDED: That

- (1) the evaluation (assuming costs for a third party phase 2 option) set out at Annex 1 to the report be approved;
- (2) the Capital Plan and Revenue Budget be updated accordingly; and
- (3) the capital and one-off revenue costs be met from the Transformation Reserve.

***Referred to Council**

This page is intentionally left blank

TONBRIDGE & MALLING BOROUGH COUNCIL
FINANCE, INNOVATION and PROPERTY ADVISORY BOARD

21 June 2017

Report of the Director of Finance and Transformation

Part 1- Public

Matters for Recommendation to Cabinet - Council Decision

1 REVENUES AND BENEFITS – SHARED SERVICE

Members are advised of the progress with the implementation of the Shared Service, and are invited to recommend to Cabinet and then Full Council that the evaluation of IT and digital solutions be approved.

1.1 Introduction

1.1.1 At the meeting of the Cabinet on 21 March 2017, Members considered a report in respect of the potential shared service for revenues and benefits. The Cabinet resolved that:

- 1) the establishment of a Shared Service for Revenue and Benefits between Tonbridge and Malling Borough Council and Gravesham Borough Council be approved as set out in the report;
- 2) the Director of Finance and Transformation, in liaison with the Cabinet Member for Finance, Innovation and Property and Leader, be authorised to progress detailed negotiations with Gravesham Borough Council (GBC) accordingly;
- 3) Tonbridge and Malling Borough Council would prefer to be considered as the lead authority (and site provider) for the Shared Service and the Overview and Scrutiny Committee be advised accordingly for the purposes of the accommodation review;
- 4) the Director of Finance and Transformation be authorised to commence consultation and discussion with staff as appropriate;
- 5) the target implementation date of July 2018 be noted; and
- 6) further progress reports setting out detailed proposals for the implementation of the shared service be presented to either Finance, Innovation and Property Advisory Board, General Purposes Committee or directly to Cabinet as appropriate.

- 1.1.2 Since the report to Cabinet, staff briefings have taken place at both authorities and a Revenues & Benefits Shared Service Development Project Board has been set up consisting of key staff from both TMBC and GBC. Sub-groups undertake detailed investigative work on specific areas (e.g. property, HR etc) and report directly into the Project Board. A staff portal is being set up to keep staff informed as to progress; including reports to Members.
- 1.1.3 The Project Board agreed that the key 'initial' decisions that are required in order to lay the foundations for the Shared Service relate to the 'host' site, and some IT and 'digital' transformation related matters.
- 1.1.4 It is intended that a report will be presented to the General Purposes Committee on 26 June setting out the recommendations from the Project Board in respect of the hosting of the shared service. This report focuses on issues relating to IT and digital services.

1.2 IT Services and Digital Transformation

- 1.2.1 As was explained in the report to Cabinet on 21 March, both authorities operate the same key systems (Northgate and information@work) for the delivery of revenue and benefits services which provides a good foundation for the shared service. Both authorities need to invest in digital customer platforms to assist with the transformation of service delivery as was explained in the report, and Members were reminded that the Capital Plan List C already carries a potential scheme for evaluation entitled "Revenues and Benefits Citizen's Access" in this regard.
- 1.2.2 However, in terms of how relevant information is (or is planned to be) presented to the public via our website, the two authorities are at different points and as such there is a need to harmonise the approaches across the two sites.
- 1.2.3 Looking to the future, both authorities want to be able to offer more digital options to the public through the website including the opportunity for customers to complete their own template 'forms' for specific requests, applications or provision of information. Ultimately, as part of a full transformation process, in time, we would want to be able to deliver 'back office integration' maximising opportunities for efficiency. However this is a much later stage and would be subject to a separate evaluation in the future.
- 1.2.4 What is important to note is that many of these developments are strongly desirable irrespective of the implementation of a shared service. However, given that a shared service is to be implemented, it will be necessary to work with our partner GBC to ensure that IT and digital provision is harmonised. Having a shared IT manager with GBC is extremely helpful in this regard.
- 1.2.5 The IT and digital transformation plan can be split into phases. 3 phases need to take place prior to the shared service going live and there is a potential further phase, subject to separate future evaluation, which could occur at a later date.

Phase	Detail of project work required	Cost basis	Timescale
1.	<p>Shared back office platform (with the assistance of the supplier Northgate) to align TMBC and GBC databases and allow access to both by all staff through a 'Shared Service Layer'.</p> <p>This will require a one off revenue/capital cost to be shared by both authorities. Ultimately by doing this work for the operation of a fully shared service, there is the opportunity to deliver future revenue savings in respect of system costs. This has been the experience in other revenues and benefits shared services.</p>	Revenue or capital cost – shared with GBC	Work to commence once host site has been determined (report to go to GPC on 26 June to determine host site).
2.	<p>Improvements to the 'look and feel' of customers' own revenues and benefits information presented via the website.</p> <p>This work is required in any event to provide a better and more streamlined offer to customers, but with the implementation of the shared service this needs to be harmonised with that at GBC.</p> <p>At TMBC information is currently presented via the in-house developed 'My Account' solution. At GBC, this is via a third party supplier.</p>	<p>TMBC cost only.</p> <p>Could be capital and/or revenue</p>	<u>Latest</u> by July 2018, but earlier is strongly desirable.
3.	<p>E-forms package to give customers the opportunity to complete their own template 'forms' for specific requests, applications or provision of information.</p> <p>This is something that we would wish to purchase whether we implement a shared service or not, but given that we are entering into a shared service, purchase will be jointly with GBC.</p>	Capital and revenue costs to be shared with GBC	<u>Ideally</u> by July 2018.
4.	<p><i>Potential further phase: Full 'back-office integration'.</i></p> <p><i>Subject to more detailed evaluation in due course, this could potentially improve efficiency by reducing double handling of data.</i></p>	<p><i>Potential Capital and revenue costs. Joint.</i></p>	<i>If this were proven to be feasible, this would be a future development.</i>

- 1.2.6 In accordance with the Council's budget process, it is necessary to bring forward a 'fast-track' capital plan evaluation for approval to enable the work above to progress. This report sets out that evaluation for phases 1 and 2. The evaluation for phase 3 is still being undertaken and will be reported to Members of this Advisory Board as soon as it is available.
- 1.2.7 Members should note that funding for IT and digital transformation has been set aside in an earmarked reserve, so any decisions involving capital investment will not impact on the Council's capital allowance available for other capital projects. Any one-off revenue costs are also to be met from the earmarked reserve.

1.3 Evaluation

- 1.3.1 A capital plan evaluation template can be found at **[Annex 1]**.
- 1.3.2 Members will note that in respect of phase 2, an 'in house' option versus a 'third party supplier' option is being considered. Details of the functionality considerations that are being considered are attached at **[Annex 2]** for completeness.

1.4 Legal Implications

- 1.4.1 Any procurement of a digital IT solution will, of course, need to follow appropriate procurement requirements and legal colleagues are engaged in providing advice in this regard. If a full EU tendering process is required, the timescales for implementation will be more extensive.

1.5 Financial and Value for Money Considerations

- 1.5.1 The estimated capital and revenue costs to TMBC of implementing phases 1 and 2 in readiness for the 'live' Shared Service is set out at **[Annex 1]**. An in-house development in respect of phase 2 would be more cost effective, but the feasibility of this is presently being evaluated taking into account other IT priorities and pressures. **Therefore for this purpose it is recommended that the costs based on third party support for phase 2 are approved.** If in house development proves to be feasible, then this will mean that less funding needs to be provided and a saving can be achieved.
- 1.5.2 Funding is set aside in an earmarked reserve for this purpose and therefore will not impact on the Council's capital allowance available for other capital projects. One-off revenue costs are also being met from this earmarked reserve.
- 1.5.3 Ongoing revenue costs/savings will be factored into the overall Shared Service cost framework. Members are reminded that, as reported to Cabinet, we envisage that savings of circa £100k to £150k per annum are achievable after the initial 'bedding in' has taken place.

1.6 Risk Assessment

- 1.6.1 Delays in making decisions about IT solutions could mean that the implementation of the shared service does not happen in accordance with our anticipated timescales.

1.7 Equality Impact Assessment

- 1.7.1 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.

1.8 Policy Considerations

1.8.1 Customer Contact

1.8.2 Procurement

1.9 Recommendations

1.9.1 Members are asked to **RECOMMEND** to Cabinet and then Full Council that:

- 1) The evaluation (assuming costs for a third party phase 2 option) set out at **[Annex 1]** be approved;
- 2) The Capital Plan and Revenue Budget be updated accordingly;
- 3) The capital and one-off revenue costs are met from the Transformation Reserve.

Background papers:

Nil

contact: Mike Bytheway
Darren Everden

Sharon Shelton
Director of Finance and Transformation

This page is intentionally left blank

CAPITAL PLAN LIST C – EVALUATIONS

Project		Revenues and Benefits Shared Service – IT and digital transformation	
1	Specification:		
	(i)	Purpose of the scheme	Preparation for Shared Service with GBC
	(ii)	Relevance to National / Council's Objectives	(a) National: Improving customer interaction and communication (b) Council: Achieving digital transformation
	(iii)	Targets for judging success	(a) Provision of a functioning digital system which all staff in shared service can readily access (b) Improvements to on-line presentation of revenue and benefits information, including forms, which taxpayers can access 24/7
2	Description of Project / Design Issues:		
	<p>There are 3 parts to the project which need to take place prior to the implementation of the Shared Service.</p> <p><u>Phase 1:</u> Shared back office platform (with the assistance of the supplier Northgate) to align TMBC and GBC databases and allow access to both by all staff through a 'Shared Service Layer'. This will require a one off capital/revenue cost to be shared by both authorities. Ultimately by doing this work for the operation of a fully shared service, there is the opportunity to deliver future revenue savings in respect of system costs. This has been the experience in other revenues and benefits shared services.</p> <p><u>Phase 2:</u> Improvements to the 'look and feel' of customers' own revenues and benefits information presented via the website. This work is required in any event to provide a better and more streamlined offer to customers, but with the implementation of the shared service any work needs to be harmonised with that at GBC. At TMBC information is currently presented via the in-house developed 'My Account' solution. Options are to develop the current solution in-house with external support (revenue cost) in order to harmonise with GBC's presentation; or to procure a third party solution along the lines of GBC (would involve both capital and revenue costs).</p> <p><u>Phase 3:</u> E-forms package to give customers the opportunity to complete their own template 'forms' for specific requests, applications or provision of information (capital and revenue costs). THIS PHASE WILL BE EVALUATED SEPARATELY</p>		
3	Consultation:		
	Consultation has taken place with Management Team, GBC officers, the Cabinet Member for Finance, Innovation & Property and the Leader.		

CAPITAL PLAN LIST C – EVALUATIONS

Page 164	4	<p>Capital Cost:</p> <p><u>Phase 1</u> Potential purchase of a server and support from Northgate. Estimated cost: £10k Capital and £10k one-off revenue (to be shared with GBC, therefore TMBC cost is 50% of this).</p> <p><u>Phase 2</u> Final costs will depend upon which delivery option is the most practicable and achievable in the timescales required.</p> <p>a) A primarily 'In house' development with some external support will be more cost effective (estimated one-off revenue costs of circa £15k maximum with no capital outlay). This does not include the opportunity cost of in-house resources. Allowance for annual updates to website with external support – say £5k per annum</p> <p>b) Alternatively, the potential prices for a third party system (for e.g. as used by GBC) is likely to be : Set-up (capital) £60k; and annual revenue costs of £26k.</p> <p>Phase 3 – to be evaluated separately</p> <p><u>Overall cost 'options' to TMBC combining phases 1 and 2 are:</u></p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">Option 1</td> <td style="text-align: center;">Option 2</td> </tr> <tr> <td></td> <td style="text-align: center;">Phase 1 plus</td> <td style="text-align: center;">Phase 1 plus</td> </tr> <tr> <td></td> <td style="text-align: center;">'In-house' Phase 2</td> <td style="text-align: center;">'third party' Phase 2</td> </tr> <tr> <td></td> <td style="text-align: center;">£</td> <td style="text-align: center;">£</td> </tr> <tr> <td>Capital:</td> <td style="text-align: center;">5,000</td> <td style="text-align: center;">65,000</td> </tr> <tr> <td>One-off revenue costs:</td> <td style="text-align: center;">20,000</td> <td style="text-align: center;">5,000</td> </tr> <tr> <td>Ongoing revenue costs:</td> <td style="text-align: center;">5,000 per annum</td> <td style="text-align: center;">26,000 per annum</td> </tr> </table>						Option 1	Option 2		Phase 1 plus	Phase 1 plus		'In-house' Phase 2	'third party' Phase 2		£	£	Capital:	5,000	65,000	One-off revenue costs:	20,000	5,000	Ongoing revenue costs:	5,000 per annum	26,000 per annum
		Option 1	Option 2																								
	Phase 1 plus	Phase 1 plus																									
	'In-house' Phase 2	'third party' Phase 2																									
	£	£																									
Capital:	5,000	65,000																									
One-off revenue costs:	20,000	5,000																									
Ongoing revenue costs:	5,000 per annum	26,000 per annum																									
5	<p>Profiling of Expenditure (Capital and One-off Revenue)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 15%;">2017/18 (£'000)</th> <th style="width: 15%;">2018/19 (£'000)</th> <th style="width: 15%;">2019/20 (£'000)</th> <th style="width: 15%;">2020/21 (£'000)</th> <th style="width: 15%;">2021/22 (£'000)</th> <th style="width: 15%;">2022/23 (£'000)</th> </tr> </thead> <tbody> <tr> <td>£25k (option 1) Or £70k (option 2)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						2017/18 (£'000)	2018/19 (£'000)	2019/20 (£'000)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)	£25k (option 1) Or £70k (option 2)														
	2017/18 (£'000)	2018/19 (£'000)	2019/20 (£'000)	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)																					
£25k (option 1) Or £70k (option 2)																											

CAPITAL PLAN LIST C – EVALUATIONS

6	<p>Capital Renewals Impact:</p> <p>Server has an asset life of circa 5 years or annual renewal cost of £2k for which TMBC would be responsible for 50% (i.e £1k)</p>															
7	<p>Revenue Impact:</p> <p>As identified in 4. above, annual revenue costs required to be built into base budget will be dependent on the options selected for phase 2 .</p> <table border="1" data-bbox="309 555 2092 1059"> <thead> <tr> <th></th> <th data-bbox="719 555 972 719">Option 1 Phase 1 plus 'In-house' Phase 2 £</th> <th data-bbox="1234 555 1496 719">Option 2 Phase 1 plus 'third party' Phase 2 £</th> </tr> </thead> <tbody> <tr> <td data-bbox="320 756 707 783">Annual licence/ support costs</td> <td data-bbox="797 756 875 783">5,000</td> <td data-bbox="1290 756 1379 783">26,000</td> </tr> <tr> <td data-bbox="320 791 539 818">Capital renewals</td> <td data-bbox="797 791 875 818">1,000</td> <td data-bbox="1301 791 1379 818">1,000</td> </tr> <tr> <td data-bbox="320 826 748 853">Loss of investment income (4%)</td> <td data-bbox="797 826 875 853">1,000</td> <td data-bbox="1301 826 1379 853">2,800</td> </tr> <tr> <td data-bbox="320 893 389 920">Total</td> <td data-bbox="797 893 875 920">7,000</td> <td data-bbox="1290 893 1379 920">29,800</td> </tr> </tbody> </table>		Option 1 Phase 1 plus 'In-house' Phase 2 £	Option 2 Phase 1 plus 'third party' Phase 2 £	Annual licence/ support costs	5,000	26,000	Capital renewals	1,000	1,000	Loss of investment income (4%)	1,000	2,800	Total	7,000	29,800
	Option 1 Phase 1 plus 'In-house' Phase 2 £	Option 2 Phase 1 plus 'third party' Phase 2 £														
Annual licence/ support costs	5,000	26,000														
Capital renewals	1,000	1,000														
Loss of investment income (4%)	1,000	2,800														
Total	7,000	29,800														
8	<p>Partnership Funding:</p> <p>Phase 1 - costs to be shared with GBC Phase 2 – TMBC will need to fund independently</p>															
9	<p>Post Implementation Review:</p> <p>12-18 months after implementation</p>															

CAPITAL PLAN LIST C – EVALUATIONS

10	Screening for equality impacts:		
	Question	Answer	Explanation of impacts
	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	It will open up further access channels for resident to communicate with the Council
	b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	As above
	c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		N/A
11	<p>Recommendation:</p> <p>At this stage the feasibility of in-house development for phase 2 is being considered against other priorities. Therefore for this purpose it is recommended that the costs based on third party support for phase 2 are approved with funding for the capital and one-off revenue costs being met from the Transformation Reserve. If in house development proves to be feasible, then this will mean that less funding needs to be provided from the Transformation Reserve.</p> <p>Revenue costs will be offset against savings from the shared service.</p> <p>Recommendation is to:</p> <ul style="list-style-type: none"> • Approve and transfer to List A • Update Capital Plan and Revenue Budget be updated accordingly with the capital and one-off revenue costs met from the Transformation Reserve 		

Key Functionality Considerations

Requirements for the MyAccount solution in Revenues & Benefits

1	My Account Portal – a simple and intuitive system which drives customer self-service, encourages repeat usage making the web the first choice channel
2	Online account details / instalments – customers can view overall details of their accounts including discounts and exemptions, instalments and payments that have been made and that are due.
3	Electronic Bills/Letters – customer can view their bills and letters online Council Tax Bills (1st Annual & Ad Hoc) Business Rates Bills (1st Annual & Ad Hoc) Benefit Notification Letters (1st Annual & Ad Hoc) Council Tax Support Letters Landlord Notification Letters Landlord Schedules
4	Electronic correspondence (letters, statements) – customer can receive text and/or email notification when letters are updated on line.
5	Ability for customer service staff to view exactly the same information as the customer providing an enhanced service with calls answered faster and information easily accessible
6	Easy links to apply for a DD and to make a payment
7	Access to a suite of intelligent online forms that use autocomplete and conditional formatting logic, so that customers do not have to answer unnecessary questions or type in more information than they need to
8	Provides access to services that are mobile responsive natively and scale to multiple device, screen size and input types
9	E-Forms with the potential for future back office integration – customers can complete a form online which can be passed to Northgate Information@Work. In the future, it may be possible to upload directly to Northgate back office.
10	Ability to integrate into the councils corporate My Account solution
11	All services accessed through a single authentication. Federated authentication means other council services are accessible through a single login. Allows additional services to be linked as more become available
12	The solution must be accessible (as far as is possible) 24/7, to aid with contingency and resilience
13	Print suppression functionality to enable the suite of letters to be separated from bills that need to be printed and then made available electronically rather than posted. Printing will take place on either two sites or possibly through one
14	Details of IT staff resource needed for implementation and on an ongoing basis

In terms of savings and efficiency, it is anticipated that the following benefits will be realised;

- Provides a new channel for customers to contact us by
- Savings by migrating contact to a low cost channel.
- Single 24/7 access to accounts for customers
- Reduced contact to contact centre and back office including telephone calls, face to face and emails.
- Frees up resource to deal with complex contacts
- Easy and Intuitive to use
- Reduces paper, print, postage and administration
- Audit trail of users, signups and activity
- Customers can be signed up over the phone or face to face
- Wait times for telephone calls will decrease providing better service for customers
- Integrates with the corporate EDMS system

TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

11 JULY 2017

Report of the Monitoring Officer

Part 1 - Public

For decision

1 LOCALISM ACT 2011 – APPOINTMENT OF INDEPENDENT PERSONS

1.1 Introduction

- 1.1.1 The Localism Act 2011 requires that the Council adopt 'arrangements' for dealing with complaints of breach of the Code of Conduct both by Borough Council members and by Parish/ Town Council members.
- 1.1.2 The 'arrangements' adopted by the Council must include provision for the appointment by the Council of at least one Independent Person.
- 1.1.3 The Independent Person must be appointed through a process of public advertisement, application and appointment by a positive vote of a majority of members of the Borough Council.
- 1.1.4 The functions of the Independent Person(s) are –
- (i) They *must* be consulted by the authority (and their views taken into account) before it makes a finding as to whether a member has failed to comply with the Code of Conduct or decides on action to be taken in respect of that member (this means on a decision to take no action where the investigation finds no evidence of breach or, where the investigation finds evidence that there has been a breach, on any local resolution of the complaint, or on any finding of breach and on any decision on action as a result of that finding);
 - (ii) They *may* be consulted by the authority in respect of a standards complaint at any other stage; and
 - (iii) They *may* be consulted by a member or co-opted member of the Borough Council or of a Parish Council against whom a complaint has been made.
- 1.1.5 On 12 June 2012 Council resolved to appoint two Independent Persons, for a period expiring on 30 June 2017. The 2 appointed persons, namely Mr David Ashton and Mr John Gledhill, both indicated that they did not intend to seek re-appointment to their posts at the expiry of their terms of office so it has been necessary to recruit 2 new Independent Persons.

- 1.1.6 The Council has been well served by Mr Ashton and Mr Gledhill, both of whom have served the Council for a number of years as either Independent Persons (2012 to 2017) or as Independent Members under the previous standards regime (2008 to 2012). Their assistance to the Council in discharging its ethical standards responsibilities has been invaluable and I am sure Members will wish to join me in offering their gratitude.
- 1.1.7 As with the previous appointments, a Panel comprising the Chairman and Vice-Chairmen of the Joint Standards Committee, together with the Group Leaders was set up to interview candidates and make a recommendation to Council for appointment.
- 1.1.8 The necessary advertisement was placed on 27 February 2017, with a closing date of 31 March 2017.
- 1.1.9 At the time of preparing this report three applicants had been shortlisted for interview on 7 July 2017. I shall update Members further on the outcome of these interviews in a supplementary report.

1.2 Financial and Value for Money Considerations

- 1.2.1 The Independent Person receives an annual allowance for performance of their role, currently £513 pa.

1.3 Risk Assessment

- 1.3.1 It is important that a robust system exists for promoting and maintaining high standards of conduct. The absence of such a framework will lower public confidence in the democratic process.
- 1.3.2 The role of 'Independent Person' is an important element of the standards regime, and will provide independent advice to the Council and members in connection with complaints.

1.4 Equality Impact Assessment

- 1.4.1 None arising from this report.

1.5 Recommendations

- 1.5.1 To follow in a supplementary report

contact: Adrian Stanfield

Background Papers:

TONBRIDGE & MALLING BOROUGH COUNCIL

COUNCIL

11 July 2017

Report of the Director of Central Services

Part 1- Public

Matters For Decision

1 APPOINTMENTS TO OUTSIDE BODIES

To consider the reappointment of a Trustee to the Tonbridge United Charity for a further term.

1.1 Introduction

1.1.1 The Clerk to the Trustees of the Tonbridge United Charity has invited the Council to reappoint Mrs Diane Huntingford as a Nominative Trustee for a further four year term for the period November 2016 to November 2020.

1.1.2 The Charity provides relief either generally or individually to residents of the area who are in conditions of need, hardship or distress.

1.2 Legal Implications

1.2.1 None.

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 Council consider the reappointment of Mrs D Huntingford as a Trustee of the Tonbridge United Charity for a further four year term.

Background papers:

contact: Claire Fox

Nil

Adrian Stanfield
Director of Central Services

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.

This page is intentionally left blank

Item GP 17/16 referred from General Purposes Committee minutes of 26 June 2017

GP 17/16 REVENUES AND BENEFITS - SHARED SERVICE

(LGA 1972 Sch 12A Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings)

Further to Decision No D170030CAB, the report of the Management Team advised the Committee of progress with the implementation of the Shared Service for Revenues and Benefits. Details were given of the outcome of discussions of the Project Board, comprising key staff from both Tonbridge and Malling and Gravesham Borough Councils, regarding the hosting of the Service. Reference was also made to representations received from staff and Unison. This resulted in a recommendation that the Service should be located at Kings Hill with Tonbridge and Malling designated as the lead authority. Members were advised that, pending the formulation of the Legal Agreement between the two authorities, there was a working assumption that TUPE would apply for the service model proposed.

It was noted that the Finance, Innovation and Property Advisory Board had recently considered a report focusing on issues relating to IT and digital services.

RECOMMENDED: That

- (1) the location of the Service at the Tonbridge and Malling Borough Council offices at Kings Hill be agreed, noting that existing Gravesham Borough Council revenues and benefits staff will relocate to Kings Hill;
- (2) it be agreed that Tonbridge and Malling Borough Council (TMBC) will become the lead authority and, subject to the written confirmation requested from Gravesham Borough Council (GBC), noted that it is GBC's intention to delegate the revenues and benefits function to TMBC which will become the service provider to GBC;
- (3) subject to final confirmation, it be acknowledged that TUPE will apply for the service model that is proposed;
- (4) it be noted that the Legal Agreement between TMBC and GBC for this service will be progressed over the coming months; and
- (5) thanks be recorded to all involved in the considerable amount of work in progressing the Shared Service during the time of dealing with the snap General Election.

***Referred to Council**

This page is intentionally left blank

By virtue of paragraph(s) 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank