

# TONBRIDGE & MALLING BOROUGH COUNCIL



## EXECUTIVE SERVICES

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### Chief Executive

Julie Beilby BSc (Hons) MBA

Gibson Building  
Gibson Drive  
Kings Hill, West Malling  
Kent ME19 4LZ  
West Malling (01732) 844522

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To: MEMBERS OF THE COUNCIL

Dear Sir/Madam

I hereby summon you to attend the Statutory Annual Meeting of the Tonbridge and Malling Borough Council which will be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 15th May, 2018 at 7.30 pm, when the following business is proposed to be transacted:-

### PART 1 - PUBLIC

- |    |   |         |
|----|---|---------|
| 1. | Election of Mayor   | 5 - 6   |
|    | To elect the Mayor for the ensuing year.  |         |
| 2. | Vote of Thanks to Retiring Mayor  | 7 - 8   |
|    | To propose a vote of thanks to the outgoing Mayor.  |         |
| 3. | Election of Deputy Mayor  | 9 - 10  |
|    | To elect the Deputy Mayor for the ensuing year.   |         |
| 4. | Apologies for absence   | 11 - 12 |
| 5. | Minutes   | 13 - 18 |
|    | To confirm as a correct record the Minutes of the meeting of Council held on 10 April 2018                                |         |
| 6. | Mayor's Announcements   | 19 - 20 |
| 7. | Political Balance Arrangements  | 21 - 22 |
|    | To determine the political balance arrangements for the Council's committees, sub-committees, advisory boards and panels. |         |

8. Appointment of Cabinet 23 - 24
- To note the Leader's appointments to the Cabinet and the portfolios they will hold.  
(Details will be circulated at the meeting).
9. Appointment of Committees 25 - 26
- To consider the establishment and composition of the Committees of the Council and their Sub-Committees for the ensuing year.  
(Details of nominations will be circulated at the meeting).
10. Appointment of Chairmen and Vice-Chairmen 27 - 28
- To appoint the Chairmen and Vice-Chairmen of each Committee.  
(Details of nominations will be circulated at the meeting).
11. Appointment of Advisory Panels and Boards and Other Member Groups 29 - 30
- To appoint Advisory Panels and Boards and Other Member Groups for the ensuing year.  
(Details of nominations will be circulated at the meeting).
12. Appointment to Outside Bodies 31 - 32
- To appoint representatives to serve on outside bodies.  
(Details of nominations will be circulated at the meeting).
13. Scheme of Delegations 33 - 34
- a) To agree those parts of the scheme of delegation set out in Part 3 of the Constitution which are for the Council to approve.
- b) To receive the Leader's recommendations concerning the arrangements for decision-making by individual executive Members and the re-adoption of the current scheme of delegation to officers in respect of executive functions set out in Part 3 of the Constitution.
14. Programme of Meetings 2018/19 35 - 42
- To confirm the programme of meetings for the ensuing year.
15. Sealing of Documents 43 - 44
- To authorise the Common Seal of the Council to be affixed to any Contract, Minute, Notice or other document requiring the same.

JULIE BEILBY  
Chief Executive  
Friday, 4 May 2018

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

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# Agenda Item 1

Election of Mayor

To elect the Mayor for the ensuing year.

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# Agenda Item 2

Vote of Thanks to Retiring Mayor

To proposed a vote of thanks to the outgoing Mayor.

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# Agenda Item 3

Election of Deputy Mayor

To elect the Deputy Mayor for the ensuing year.

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Apologies for absence

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## TONBRIDGE AND MALLING BOROUGH COUNCIL

### COUNCIL MEETING

Tuesday, 10th April, 2018

At the meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 10th April, 2018

**Present:** His Worship the Mayor (Councillor R W Dalton), the Deputy Mayor (Councillor Mrs P A Bates), 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 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 M O Davis, 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 Mrs F A Kemp, 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 M R Rhodes, Cllr H S Rogers, Cllr R V Roud, Cllr Miss J L Sergison, Cllr T B Shaw, Cllr Miss S O Shrubsole, 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 D A S Davis, Mrs T Dean, S M King and C P Smith

### PART 1 - PUBLIC

#### **C 18/15 DECLARATIONS OF INTEREST**

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

#### **C 18/16 MINUTES**

**RESOLVED:** That the Minutes of the proceedings of the meeting of the Council held on 20 February 2018 be approved as a correct record and signed by the Mayor.

#### **C 18/17 MAYOR'S ANNOUNCEMENTS**

The Mayor reported that he and the Deputy Mayor had attended 195 engagements since May. He highlighted some memorable events including the Dementia Friendly Business Exchange, the Derwent Day Care Centre's anniversary party and East Malling Partnership's Sports Relief. He also mentioned the Lord Lieutenant of Kent's Civic Service at

Canterbury, a concert by Sevenoaks and Tonbridge Concert Band and the Tonbridge Juddians RFC annual sponsors lunch and match. Members were reminded of the forthcoming Charity Gala evening at Kings Hill Golf Club on 28 April.

**C 18/18 QUESTIONS FROM THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 5.6**

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

**C 18/19 QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE NO 5.5**

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

**C 18/20 LEADER'S ANNOUNCEMENTS**

The Leader indicated that he would use his announcements to remind the Council of some of the activity that had been achieved over the past 12 months, highlighting three particular areas.

However, he began by referring to the recent sad passing of David Evans who served on the Borough Council, Kent County Council and as a parish councillor for many years. He was first elected in May 1991 to the Borough Green Ward which subsequently became Borough Green and Long Mill Ward and retired in November 2013 after 22 years' service, having chaired a number of committees, most notably the Area 2 Planning Committee and the then Policy Overview Committee. In March 2016 David was appointed to the position of Honorary Alderman and the Leader expressed condolences on behalf of the Council to Sheila Evans and the family.

The Leader also reflected on the 100<sup>th</sup> anniversary of the Royal Air Force earlier this month and he indicated that it was in 1918 that RAF West Malling became operational. In recognition, the RAF flag was flying at the Council offices that day.

Review of the year

Looking back over the year, the Leader said Members had worked hard to remain true to the Council's core principles and its record of service, recognising the financial challenges faced by local authorities. The concern must be to protect what was cherished in Tonbridge and Malling, providing the services believed to be important to local people but also being mindful of the wider challenges faced.

The focus on driving value for money had meant that the Borough Council had also delivered savings in excess of £1.8m over the last

three years. But the age of austerity continued for local government and a further £1m in savings had to be found over the next three years. That would require a joint effort between Members and senior officers in driving this forward. Colleagues were asked to note from the programme of meetings which followed on the agenda that the Overview and Scrutiny Committee was beginning a series of regular meetings over the course of the year and the Leader hoped that some of the topics would be able to contribute to that significant target.

### Housing

The Leader referred to a recommendation later on the agenda that the Borough Council commit up to £1.6m of development contributions for the purchase of temporary accommodation. This was a positive move which would give the Council more options to assist people to whom it had a duty to house temporarily. It would also reduce the reliance on nightly paid accommodation and consequently help to manage and reduce costs. All round this provided a way of using resources that the Council had properly accrued from development in the Borough to provide suitable homes that were fit for purpose for those requiring help, at the cost of developers rather than the tax payers.

The Leader highlighted that, working with its registered social landlord partners, over 570 affordable homes had been provided throughout the Borough during the past three years and, in the most recent year 2017/18, the Council had secured 315 homes for affordable rent, social rent, shared ownership and extra care accommodation.

### Business support

The Leader stated that supporting its businesses remained a key Council priority and he was proud of what had been achieved through the West Kent Partnership. A familiar plea from local employers was the need to improve careers advice and guidance. So he was pleased that this year a dedicated careers advice network was in place, funded both locally and by the national Career and Enterprise Company. The Council had worked with partners in staging Job Fairs throughout the Borough, putting business leaders in direct contact with job seekers.

The Village Stores Initiative over the course of a 12 month pilot project had supported local stores in East Peckham, Wateringbury, Plaxtol and Wouldham and the programme would now continue this year.

The Leader had been pleased to support the county-wide proposal to be a pilot area for the Business Rates retention scheme. This bid having been successful, he was looking forward to seeing the benefits and financial rewards including business investment in West Kent.

### Leisure

Working in partnership, the Leader said that the Council could be proud of the leisure facilities offered to its residents. He highlighted the fact that in October last year, Tonbridge Swimming Pool was awarded an industry standard Quest Outstanding for the second time. Of the 706 leisure centres in the UK being independently inspected by Quest only 12 had achieved this rating, two of those 12 facilities being Tonbridge Swimming Pool and Larkfield Leisure Centre. This placed the Council's facilities in the top 2%. It was noted that in the Quest assessment of Tonbridge Swimming Pool, the inspectors made specific reference to the quality of engagement by the Borough Council, both by senior Members and officers.

Reference was made to the successful negotiation of a revised Service Fee with the Leisure Trust resulting in an annual saving of £150,000 with no reduction in service quality. Furthermore, the Trust was investing over £700,000 of their own money in new fitness facilities at Larkfield Leisure Centre, due to open this coming summer.

The Council's outdoor facilities continued to be improved through the success in securing external funding from developer contributions and grant sources. The improvements included path works, play facilities, planting and new wild flower areas at both of its Country Parks. This external investment had been significant and new exciting plans were now being developed for Leybourne Lakes Country Park with the intention of reducing the overall cost of this facility to the Council in the future.

### General

The Leader concluded by referring to the period of snow earlier this year and the fact that the Council was open for business throughout. Whilst the snow prevented the collection of bins, there was a strong engagement with residents to keep them informed and a rapid recovery. The Council's offices were open daily as were its telephones and priority services were able to be delivered to those most in need. The Severe Weather Emergency Protocol was in place ensuring those without a place to sleep were given full support. The Council's investment in IT systems meant that its staff could work in a flexible way providing maximum services to the residents.

#### **C 18/21 FEEDBACK FROM CONSULTATION ON THE HACKNEY CARRIAGE AND PRIVATE HIRE POLICY 2018 - 2023**

Item LA 18/19 referred from Licensing and Appeals Committee minutes of 13 March 2018

**RESOLVED:** That the recommendations at Minute LA 18/19 be approved.



**C 18/22 GENERAL DATA PROTECTION REGULATION SOFTWARE**

Item CB 18/24 referred from Cabinet minutes of 20 March 2018

**RESOLVED:** That the recommendations at Minute CB 18/24 be approved.

**C 18/23 PURCHASE OF TEMPORARY ACCOMMODATION**

Item CB 18/25 referred from Cabinet minutes of 20 March 2018

**RESOLVED:** That the recommendations at Minute CB 18/25 be approved.

**C 18/24 AUDIT COMMITTEE ANNUAL REPORT**

Item AU 18/17 referred from Audit Committee minutes of 3 April 2018

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

**C 18/25 LOCAL CODE OF CORPORATE GOVERNANCE**

Item AU 18/18 referred from Audit Committee minutes of 3 April 2018

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

**C 18/26 PROGRAMME OF MEETINGS 2018/19**

The report of the Director of Central Services presented for consideration a draft proposed programme of meetings for 2018/19. Details of arrangements for the remainder of this year to the commencement of the municipal year 2020 were set out in the annex to the report. Particular attention was drawn to changes to the programme arising from the Waste Services Tender process, the revised Local Plan timetable and the decision to hold additional meetings of the Overview and Scrutiny Committee.

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

**C 18/27 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 7.59 pm

Mayor's Announcements

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## TONBRIDGE & MALLING BOROUGH COUNCIL

### COUNCIL

15 May 2018

#### Report of the Director of Central Services and Monitoring Officer

#### Part 1- Public

#### Matters For Decision

#### 1 POLITICAL BALANCE ARRANGEMENTS FOR COMMITTEES

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

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

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

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

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

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

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

## 1.2 Legal Implications

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

## 1.3 Financial and Value for Money Considerations

- 1.3.1 Not applicable.

## 1.4 Risk Assessment

- 1.4.1 Not applicable.

## 1.5 Equality Impact Assessment

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

## 1.7 Recommendations

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

Background papers:

contact: Claire Fox

Nil

Adrian Stanfield  
Director of Central Services and Monitoring Officer

# Agenda Item 8

## Appointment of Cabinet

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

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# Agenda Item 9

## Appointment of Committees

To consider the establishment and composition of the Committees of the Council and their Sub-Committees for the ensuing year. (Details of nominations will be circulated at the meeting).

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# Agenda Item 10

## Appointment of Chairmen and Vice-Chairmen

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

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# Agenda Item 11

Appointment of Advisory Panels and Boards and Other Member Groups

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

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# Agenda Item 12

## Appointment to Outside Bodies

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

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## Scheme of Delegations

- (a) To agree those parts of the scheme of delegation set out in Part 3 of the Constitution which are for the Council to approve.
- b) To receive the Leader's recommendations concerning the arrangements for decision-making by individual executive Members and the re-adoption of the current scheme of delegation to officers in respect of executive functions set out in Part 3 of the Constitution.

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

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

Any amendments made since the programme was presented to the Council meeting held on 10 April 2018 are shown in *italic*.

## TONBRIDGE AND MALLING BOROUGH COUNCIL PROGRAMME OF MEETINGS 2018/20

### 2018

#### MAY

Monday	7th	OFFICES CLOSED – BANK HOLIDAY
Tuesday	15th	ANNUAL COUNCIL
Thursday	17th	<i>Licensing and Appeals Panel (commencing 1pm)</i>
* Thursday	17th	Area 1 Planning Committee- Cancelled
Monday	21st	<i>Licensing and Appeals Committee</i>
Tuesday	22nd	<del>Economic Regeneration Advisory Board</del> – To be moved
Wednesday	23rd	Finance, Innovation and Property Advisory Board
Thursday	24th	Overview and Scrutiny Committee (Gibson Building)
Monday	28th	OFFICES CLOSED – BANK HOLIDAY
Tuesday	29th	Communities and Housing Advisory Board
Wednesday	30th	Area 2 Planning Committee

#### JUNE

Friday	1st	<i>Licensing and Appeals Panel (commencing 10am)</i>
Monday	4th	<i>Economic Regeneration Advisory Board (To be confirmed)</i>
Tuesday	5th	Planning and Transportation Advisory Board
Wednesday	6th	Cabinet
Thursday	7th	Area 3 Planning Committee
Friday	8th	<i>Licensing and Appeals Panels (commencing 10am)</i>
Monday	11th	Joint Transportation Board
Wednesday	13th	Joint Standards Committee (If required)
Thursday	14th	Joint Employee Consultative Committee (Full) (commences 0930hr) – replaces 1 March meeting
Thursday	14th	Parish Partnership Panel
Tuesday	19th	Licensing and Appeals Committee (If required)
Thursday	21st	Overview and Scrutiny Committee (Youth Engagement/Events)
Friday	22nd	<i>Licensing and Appeals Panels (commencing 10am)</i>
Monday	25th	General Purposes Committee
* Thursday	28th	Area 1 Planning Committee

#### JULY

Wednesday	4th	Area 2 Planning Committee
Tuesday	10th	Street Scene and Environment Services Advisory Board

Wednesday	11th	Finance, Innovation and Property Advisory Board
Thursday	12th	Area 3 Planning Committee
Monday	16th	Communities and Housing Advisory Board
Wednesday	18th	Cabinet
Monday	23rd	Audit Committee
Tuesday	24th	Planning and Transportation Advisory Board
<i>Wednesday</i>	<i>25th</i>	<i>Licensing and Appeals Panels (commencing 10am)</i>
Tuesday	31st	COUNCIL

### **AUGUST**

*	Thursday	2nd	Area 1 Planning Committee
	Wednesday	15th	Area 2 Planning Committee
	Thursday	16th	Overview and Scrutiny Committee (Road Closures)
	Thursday	23rd	Area 3 Planning Committee
	Monday	27th	OFFICES CLOSED – BANK HOLIDAY

### **SEPTEMBER**

	Monday	3rd	Extraordinary Meeting of Cabinet re Local Plan
	Tuesday	4th	Street Scene and Environment Services Advisory Board
	Wednesday	5th	Economic Regeneration Advisory Board
	Thursday	6th	Parish Partnership Panel
*	Monday	10th	Tonbridge Forum
	Wednesday	12th	Extraordinary Meeting of Council re Local Plan
*	Thursday	13th	Area 1 Planning Committee
	Wednesday	19th	Finance, Innovation and Property Advisory Board
	Monday	24th	Joint Transportation Board
	Wednesday	26th	Area 2 Planning Committee

### **OCTOBER**

	Monday	1st	Audit Committee
	<i>Tuesday</i>	<i>2nd</i>	<i>Licensing and Appeals Committee</i>
	Thursday	4th	Area 3 Planning Committee
	Monday	8th	General Purposes Committee
	Wednesday	10th	Cabinet
	Monday	15th	Joint Standards Committee (If required)
	Thursday	18th	Overview and Scrutiny Committee (Public Conveniences)
*	Thursday	25th	Area 1 Planning Committee
	Tuesday	30th	COUNCIL

### **NOVEMBER**

	Monday	5th	Street Scene and Environment Services Advisory Board
	Tuesday	6th	Economic Regeneration Advisory Board
	Wednesday	7th	Area 2 Planning Committee
	Monday	12th	Communities and Housing Advisory Board
	Tuesday	13th	Planning and Transportation Advisory Board
	Thursday	15th	Parish Partnership Panel
	Thursday	22nd	Area 3 Planning Committee

	Monday	26th	Joint Transportation Board
	Tuesday	27th	Licensing and Appeals Committee (If required)
*	Thursday	29th	Area 1 Planning Committee

## **DECEMBER**

	Thursday	6th	Overview and Scrutiny Committee (Customer Service Surgeries)
	Wednesday	12th	Area 2 Planning Committee
	Monday	24th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Tuesday	25th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Wednesday	26th	OFFICES CLOSED – CHRISTMAS HOLIDAY

## **2019**

### **JANUARY**

	Tuesday	1st	OFFICES CLOSED – NEW YEAR DAY
	Wednesday	9th	Finance, Innovation and Property Advisory Board
	Thursday	10th	Area 3 Planning Committee
	Tuesday	15th	Joint Standards Committee (If required)
*	Thursday	17th	Area 1 Planning Committee
	Monday	21st	Audit Committee
	Tuesday	22nd	Overview and Scrutiny Committee (Concessionary Charges)
	Wednesday	23rd	Area 2 Planning Committee
	Monday	28th	General Purposes Committee
	Tuesday	29th	Cabinet
	Thursday	31st	Area 3 Planning Committee

### **FEBRUARY**

	Thursday	7th	Parish Partnership Panel
	Monday	11th	Street Scene and Environment Services Advisory Board
	(Thursday	14th	KCC budget meeting – Confirmed)
	Thursday	14th	Cabinet (Budget Meeting)
	Tuesday	19th	COUNCIL (Budget Meeting)
	Wednesday	20th	Economic Regeneration Advisory Board
*	Thursday	21st	Area 1 Planning Committee
*	Monday	25th	Tonbridge Forum
	Tuesday	26th	Communities and Housing Advisory Board
	Wednesday	27th	Area 2 Planning Committee
	Thursday	28th	Joint Employee Consultative Committee (Full) (commences 0930hr)

### **MARCH**

	Tuesday	5th	Planning and Transportation Advisory Board
	Wednesday	6th	Joint Standards Committee (If required)
	Monday	11th	Joint Transportation Board
	Tuesday	12th	Licensing and Appeals Committee (If required)

Thursday	14th	Overview and Scrutiny Committee
Tuesday	19th	Cabinet
Thursday	21st	Area 3 Planning Committee

### **APRIL**

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

### **MAY**

	Thursday	2nd	<b>BOROUGH COUNCIL ELECTIONS</b>
	Monday	6th	OFFICES CLOSED – BANK HOLIDAY
	Tuesday	14th	ANNUAL COUNCIL
	Tuesday	21st	Economic Regeneration Advisory Board
	Wednesday	22nd	Finance, Innovation and Property Advisory Board
*	Thursday	23rd	Area 1 Planning Committee
	Monday	27th	OFFICES CLOSED – BANK HOLIDAY
	Tuesday	28th	Communities and Housing Advisory Board
	Wednesday	29th	Area 2 Planning Committee

### **JUNE**

	Tuesday	4th	Planning and Transportation Advisory Board
	Wednesday	5th	Cabinet
	Thursday	6th	Area 3 Planning Committee
	Monday	10th	Joint Transportation Board
	Tuesday	11th	Street Scene and Environment Services Advisory Board
	Wednesday	12th	Joint Standards Committee (If required)
	Thursday	13th	Parish Partnership Panel
	Tuesday	18th	Licensing and Appeals Committee (If required)
	Wednesday	19th	General Purposes Committee
	Thursday	20th	Overview and Scrutiny Committee
	Tuesday	25th	Cabinet
*	Thursday	27th	Area 1 Planning Committee

### **JULY**

	Wednesday	3rd	Area 2 Planning Committee
	Tuesday	9th	COUNCIL
	Thursday	11th	Area 3 Planning Committee
	Tuesday	16th	Planning and Transportation Advisory Board
	Wednesday	17th	Finance, Innovation and Property Advisory Board
	Monday	22nd	Audit Committee
	Tuesday	23rd	Communities and Housing Advisory Board

## **AUGUST**

*	Thursday	1st	Area 1 Planning Committee
	Wednesday	14th	Area 2 Planning Committee
	Thursday	22nd	Area 3 Planning Committee
	Monday	26th	OFFICES CLOSED – BANK HOLIDAY
	Thursday	29th	Overview and Scrutiny Committee

## **SEPTEMBER**

	Tuesday	3rd	Street Scene and Environment Services Advisory Board
	Wednesday	4th	Economic Regeneration Advisory Board
	Thursday	5th	Parish Partnership Panel
*	Monday	9th	Tonbridge Forum
*	Thursday	12th	Area 1 Planning Committee
	Tuesday	17th	Licensing and Appeals Committee (If required)
	Wednesday	18th	Finance, Innovation and Property Advisory Board
	Monday	23rd	Joint Transportation Board
	Wednesday	25th	Area 2 Planning Committee

## **OCTOBER**

	Tuesday	1st	Audit Committee
	Thursday	3rd	Area 3 Planning Committee
	Tuesday	8th	General Purposes Committee
	Thursday	10th	Overview and Scrutiny Committee
	Tuesday	15th	Joint Standards Committee (If required)
	Wednesday	16th	Cabinet
*	Thursday	24th	Area 1 Planning Committee
	Tuesday	29th	COUNCIL
	Wednesday	30th	Street Scene and Environment Services Advisory Board

## **NOVEMBER**

	Tuesday	5th	Economic Regeneration Advisory Board
	Wednesday	6th	Area 2 Planning Committee
	Tuesday	12th	Communities and Housing Advisory Board
	Wednesday	13th	Planning and Transportation Advisory Board
	Thursday	14th	Parish Partnership Panel
	Monday	18th	Joint Transportation Board
	Thursday	21st	Area 3 Planning Committee
	Tuesday	26th	Licensing and Appeals Committee (If required)
*	Thursday	28th	Area 1 Planning Committee

## **DECEMBER**

	Thursday	5th	Overview and Scrutiny Committee
	Wednesday	11th	Area 2 Planning Committee
	Wednesday	25th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Thursday	26th	OFFICES CLOSED – CHRISTMAS HOLIDAY
	Friday	27th	OFFICES CLOSED – CHRISTMAS HOLIDAY

## **2020**

### **JANUARY**

	Wednesday	1st	OFFICES CLOSED – NEW YEAR DAY
	Wednesday	8th	Finance, Innovation and Property Advisory Board
	Thursday	9th	Area 3 Planning Committee
	Tuesday	14th	Joint Standards Committee (If required)
*	Thursday	16th	Area 1 Planning Committee
	Monday	20th	Audit Committee
	Tuesday	21st	Overview and Scrutiny Committee
	Wednesday	22nd	Area 2 Planning Committee
	Monday	27th	General Purposes Committee
	Tuesday	28th	Cabinet
	Thursday	30th	Area 3 Planning Committee

### **FEBRUARY**

	Thursday	6th	Parish Partnership Panel
	Tuesday	11th	Street Scene and Environment Services Advisory Board
	(Thursday	13th	KCC budget meeting – To be confirmed)
	Thursday	13th	Cabinet (Budget Meeting)
	Tuesday	18th	COUNCIL (Budget Meeting)
	Wednesday	19th	Economic Regeneration Advisory Board
*	Thursday	20th	Area 1 Planning Committee
*	Monday	24th	Tonbridge Forum
	Tuesday	25th	Communities and Housing Advisory Board
	Wednesday	26th	Area 2 Planning Committee
	Thursday	27th	Joint Employee Consultative Committee (Full) (commences 0930hr)

### **MARCH**

	Tuesday	3rd	Planning and Transportation Advisory Board
	Wednesday	4th	Joint Standards Committee (If required)
	Monday	9th	Joint Transportation Board
	Tuesday	10th	Licensing and Appeals Committee (If required)
	Thursday	12th	Overview and Scrutiny Committee
	Tuesday	17th	Cabinet
	Thursday	19th	Area 3 Planning Committee
*	Thursday	26th	Area 1 Planning Committee

### **APRIL**

	Wednesday	1st	Area 2 Planning Committee
	Monday	6th	Audit Committee
	Friday	10th	OFFICES CLOSED – EASTER HOLIDAY
	Monday	13th	OFFICES CLOSED – EASTER HOLIDAY
	Tuesday	21st	COUNCIL
	Thursday	23rd	Area 3 Planning Committee



**MAY**

Monday	4th	OFFICES CLOSED – BANK HOLIDAY
Thursday	6th	<b>POLICE AND CRIME COMMISSIONER ELECTIONS</b>
Tuesday	12th	ANNUAL COUNCIL
Tuesday	19th	Economic Regeneration Advisory Board
Wednesday	20th	Finance, Innovation and Property Advisory Board
* Thursday	21st	Area 1 Planning Committee
Monday	25th	OFFICES CLOSED – BANK HOLIDAY
Tuesday	26th	Communities and Housing Advisory Board
Wednesday	27th	Area 2 Planning Committee

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

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## Sealing of Documents

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

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