

# TONBRIDGE AND MALLING BOROUGH COUNCIL

## COUNCIL MEETING

Monday, 20th May, 2019

At the Statutory Annual Meeting of the Tonbridge and Malling Borough Council held at Civic Suite, Gibson Building, Kings Hill, West Malling on Monday, 20th May, 2019

**Present:** Her Worship the Mayor (Councillor Mrs P A Bates), the Deputy Mayor (Councillor Mrs J A Anderson), Cllr M C Base, Cllr R P Betts, Cllr T Bishop, Cllr J L Botten, Cllr M D Boughton, Cllr V M C Branson, Cllr G C Bridge, Cllr R I B Cannon, Cllr A E Clark, Cllr M A Coffin, Cllr D J Cooper, Cllr D A S Davis, Cllr M O Davis, Cllr Mrs T Dean, Cllr N Foyle, Cllr S M Hammond, Cllr N J Heslop, Cllr P M Hickmott, Cllr M A J Hood, Cllr F A Hoskins, Cllr S A Hudson, Cllr A P J Keeley, Cllr D Keers, Cllr Mrs F A Kemp, Cllr A Kennedy, Cllr D W King, Cllr K King, Cllr Mrs C B Langridge, Cllr D Lettington, Cllr Mrs R F Lettington, Cllr B J Luker, Cllr P J Montague, Cllr Mrs A S Oakley, Cllr L J O'Toole, Cllr W E Palmer, Cllr M R Rhodes, Cllr H S Rogers, Cllr R V Roud, Cllr Miss J L Sergison, Cllr T B Shaw, Cllr N G Stapleton, Cllr K B Tanner, Cllr Mrs M Tatton, Cllr M Taylor, Cllr Miss G E Thomas, Cllr D Thornewell, Cllr F G Tombolis and Cllr C J Williams

Apologies for absence were received from Councillors Mrs S Bell, C Brown, R W Dalton and J R S Lark

### PART 1 - PUBLIC

#### **C 19/38 ELECTION OF MAYOR**

It was proposed by Councillor N Heslop, seconded by Councillor H Rogers and

**RESOLVED:** That Councillor Mrs J A Anderson 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 her election.

#### **C 19/39 VOTE OF THANKS TO RETIRING MAYOR**

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

**RESOLVED:** That the Council's sincere appreciation be recorded of the excellent manner in which the retiring Mayor, Councillor Mrs P A Bates,

had performed her duties both in the Council Chamber and throughout the Borough during the preceding year.

**C 19/40 ELECTION OF DEPUTY MAYOR**

It was proposed by Councillor N Heslop, seconded by Councillor Mrs A Oakley and

**RESOLVED:** That Councillor R V Roud 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 his appointment.

**C 19/41 MINUTES**

**RESOLVED:** That the Minutes of the proceedings of the meeting of the Council held on 9 April 2019 be approved as a correct record and signed by the Mayor.

**C 19/42 MINUTES OF SPECIAL MEETING**

**RESOLVED:** That the Minutes of the proceedings of the Special Meeting of the Council held on 9 April 2019 be approved as a correct record and signed by the Mayor.

**C 19/43 MAYOR'S ANNOUNCEMENTS**

The Mayor reported that she had appointed the Reverend Christopher Miles as her Chaplain and the Civic Service would be held at St Mary's Church, Hadlow on Sunday 30 June. Her nominated charity was CRY (Cardiac Risk in the Young), a charity preventing sudden cardiac deaths in young people through awareness, screening and research and supporting affected families. The Mayor hoped to raise awareness of the problem and support the availability of scans in the Borough. Fund raising events included a possible charity football match and quiz, further details of which would be advised in due course.

**C 19/44 RETURNING OFFICER'S CERTIFICATE**

The Chief Executive, as Returning Officer, submitted her report listing persons who had been elected as Councillors at the Borough Council Elections held on 2 May 2019.

The Council's thanks were recorded to the Returning Officer and all staff involved for their efficiency during the polling and count for the elections and in maintaining services from the office.

**C 19/45 ELECTION OF LEADER**

It was proposed by Councillor M Coffin, seconded by Councillor D Keers and

**RESOLVED:** That Councillor N Heslop be elected as Leader of the Council for the ensuing four years.

**C 19/46 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 R Betts – Street Scene and Environment Services  
Councillor M Coffin - Finance, Innovation and Property and Deputy Executive Leader  
Councillor D Lettington – Strategic Planning and Infrastructure  
Councillor P Montague - Housing  
Councillor M Rhodes – Community Services  
The Economic Regeneration portfolio to be held by the Leader

**C 19/47 POLITICAL BALANCE ARRANGEMENTS**

The report of the Director of Central Services and Monitoring Officer set out details of 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 19/48 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

(18 members)

Councillor Mrs J Anderson	Councillor A Keeley
Councillor M Base	Councillor D Keers
Councillor T Bishop	Councillor Mrs A Oakley
Councillor J Botten	Councillor H Rogers
Councillor M Boughton	Councillor Miss J Sergison
Councillor C Brown	Councillor M Taylor
Councillor R Dalton	Councillor Miss G Thomas
Councillor M Davis	Councillor D Thornewell
Councillor M Hood	Councillor F Tombolis

Licensing and Appeals Committee

(15 members)

Councillor Mrs J Anderson	Councillor Mrs R Lettington
Councillor M Base	Councillor H Rogers
Councillor Mrs P Bates	Councillor R Roud
Councillor C Brown	Councillor N Stapleton
Councillor M Coffin	Councillor M Taylor
Councillor D Keers	Councillor F Tombolis
Councillor Mrs F Kemp	Councillor – Vacancy (Green)#
Councillor D King	[# subsequently notified as A Clark]

General Purposes Committee

(14 members)

Councillor Mrs P Bates	Councillor K King
Councillor Mrs S Bell	Councillor B Luker
Councillor M Boughton	Councillor L O'Toole
Councillor M Coffin	Councillor W Palmer
Councillor D Cooper	Councillor N Stapleton
Councillor D Davis	Councillor Mrs M Tatton
Councillor Mrs F Kemp	Councillor – Vacancy (Green)#
	[# subsequently notified as M Hood]

Audit Committee

(9 members)

Councillor T Bishop	Councillor Mrs F Kemp
Councillor V Branson	Councillor J Lark
Councillor N Foyle	Councillor L O'Toole
Councillor P Hickmott	Councillor K Tanner
Councillor S Hudson	

Joint Standards Committee  
(13 members + 6 parish members)

Councillor Mrs P Bates	(Parish members to be appointed from a pool of nominated representatives)
Councillor Mrs S Bell	
Councillor R Cannon	
Councillor A Clark #	
Councillor D Davis	
Councillor Mrs T Dean	
Councillor A Kennedy	
Councillor Mrs C Langridge	
Councillor D Lettington	
Councillor Miss J Sergison	
Councillor M Taylor	
Councillor D Thornewell	
Councillor C Williams	

[# subsequently substituted by P Hickmott]

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

Area 1 Planning Committee

Councillor Mrs J Anderson	Councillor M Hood
Councillor Mrs P Bates	Councillor F Hoskins
Councillor J Botten	Councillor D King
Councillor M Boughton	Councillor K King
Councillor V Branson	Councillor J Lark
Councillor G Bridge	Councillor M Rhodes
Councillor A Clark	Councillor H Rogers
Councillor M Davis	Councillor Miss J Sergison
Councillor N Foyle	Councillor Miss G Thomas
Councillor N Heslop	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 L O'Toole
Councillor R Betts	Councillor W Palmer
Councillor C Brown	Councillor H Rogers
Councillor M Coffin	Councillor Miss J Sergison
Councillor S Hudson	Councillor T Shaw
Councillor Mrs F Kemp	Councillor N Stapleton
Councillor Mrs C Langridge	Councillor K Tanner
Councillor B Luker	Councillor M Taylor
Councillor P Montague	

(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 A Keeley
Councillor Mrs S Bell	Councillor D Keers
Councillor T Bishop	Councillor A Kennedy
Councillor R Cannon	Councillor D Lettington
Councillor D Cooper	Councillor Mrs R Lettington
Councillor R Dalton	Councillor Mrs A Oakley
Councillor D Davis	Councillor R Roud
Councillor Mrs T Dean	Councillor Mrs M Tatton
Councillor S Hammond	Councillor D Thornewell
Councillor P Hickmott	Councillor C Williams

(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 19/49 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 Miss J Sergison	Councillor Mrs A Oakley Councillor F Tombolis
Licensing and Appeals Committee	Councillor D Keers	Councillor C Brown

General Purposes Committee	Councillor Mrs F Kemp	Councillor L O'Toole
Audit Committee	Councillor V Branson	Councillor Mrs F Kemp
Joint Standards Committee	Councillor Miss J Sergison	Councillor D Davis
Area 1 Planning Committee	Councillor V Branson	Councillor M Boughton
Area 2 Planning Committee	Councillor H Rogers	Councillor B Luker
Area 3 Planning Committee	Councillor D Davis	Councillor M Base
Parish Partnership Panel	Councillor N Heslop	Councillor M Coffin
Tonbridge Forum	Councillor N Heslop	Councillor J Lark
Communities and Housing Advisory Board	Councillor J Botten	Councillor S Hammond
Economic Regeneration Advisory Board	Councillor B Luker	Councillor F Tombolis
Finance, Innovation and Property Advisory Board	Councillor M Base	Councillor Miss G Thomas
Planning and Transportation Advisory Board	Councillor R Dalton	Councillor J Botten
Street Scene and Environment Services Advisory Board	Councillor M Davis	Councillor Mrs S Bell
Electoral Review Working Group	Councillor N Heslop	Councillor A Kennedy
Housing Associations Liaison Panel	Councillor P Montague	
Joint Employee Consultative Committee	Councillor M Coffin	Councillor Mrs J Anderson
Joint Transportation Board	Councillor D Lettington	Vice-chairmanship with KCC

**C 19/50 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 R Betts  
 Councillor M Coffin \*  
 Councillor R Dalton  
 Councillor N Heslop \*\*  
 Councillor P Hickmott  
 Councillor F Hoskins  
 Councillor S Hudson  
 Councillor Mrs C Langridge  
 Councillor D Lettington  
 Councillor B Luker  
 Councillor M Rhodes  
 Councillor M Taylor

Tonbridge Forum

Councillor Mrs J Anderson  
 Councillor Mrs P Bates  
 Councillor M Boughton  
 Councillor V Branson  
 Councillor G Bridge  
 Councillor N Heslop \*\*  
 Councillor D King  
 Councillor K King  
 Councillor J Lark \*  
 Councillor M Rhodes  
 Councillor Miss G Thomas  
 Councillor F Tombolis  
 Councillor – Vacancy (Green)#  
 [# subsequently notified as  
 A Clark]

Communities and Housing  
 Advisory Board

Councillor Mrs J Anderson  
 Councillor Mrs S Bell  
 Councillor J Botten \*\*  
 Councillor R Dalton  
 Councillor N Foyle  
 Councillor S Hammond \*  
 Councillor F Hoskins  
 Councillor S Hudson  
 Councillor K King  
 Councillor Mrs R Lettington  
 Councillor L O'Toole



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	Councillor Mrs M Tatton Councillor Miss G Thomas Councillor D Thornewell Councillor - Vacancy (TBC)# Councillor - Vacancy (TBC)# [# subsequently notified as P Hickmott and W Palmer]
Economic Regeneration Advisory Board	Councillor G Bridge Councillor R Cannon Councillor Mrs T Dean Councillor N Foyle Councillor F Hoskins Councillor A Keeley Councillor D King Councillor J Lark Councillor B Luker ** Councillor L O'Toole Councillor Miss J Sergison Councillor K Tanner Councillor F Tombolis * Councillor C Williams Councillor – Vacancy (TBC)# Councillor – Vacancy (TBC)# [# subsequently notified as M Hood and W Palmer]
Finance, Innovation and Property Advisory Board	Councillor M Base ** Councillor T Bishop Councillor J Botten Councillor G Bridge Councillor C Brown Councillor R Cannon Councillor M Davis Councillor K King Councillor Mrs R Lettington Councillor H Rogers Councillor K Tanner Councillor Mrs M Tatton Councillor Miss G Thomas * Councillor F Tombolis Councillor C Williams Councillor – Vacancy (TBC)# [# subsequently notified as A Clark]
Planning and Transportation Advisory Board	Councillor T Bishop Councillor J Botten * Councillor M Boughton Councillor V Branson

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	Councillor D Cooper
	Councillor R Dalton **
	Councillor D Davis
	Councillor M Davis
	Councillor S Hudson
	Councillor D Keers
	Councillor D King
	Councillor Mrs C Langridge
	Councillor H Rogers
	Councillor N Stapleton
	Councillor D Thornewell
	Councillor - Vacancy (TBC)#
	[# subsequently notified as M Taylor]
Street Scene and Environment Services Advisory Board	Councillor Mrs S Bell *
	Councillor G Bridge
	Councillor D Cooper
	Councillor D Davis
	Councillor M Davis **
	Councillor S Hammond
	Councillor F Hoskins
	Councillor A Keeley
	Councillor D Keers
	Councillor A Kennedy
	Councillor Mrs C Langridge
	Councillor R Roud
	Councillor Miss J Sergison
	Councillor Miss G Thomas
	Councillor – Vacancy (TBC)#
	Councillor – Vacancy (TBC)#
	[# subsequently notified as M Hood and T Shaw]
Electoral Review Working Group	Councillor J Botten
	Councillor M Boughton
	Councillor M Coffin
	Councillor N Heslop **
	Councillor A Kennedy *
	Councillor D Lettington
	Councillor P Montague
	Councillor D Thornewell
	Councillor – Vacancy (TBC)#
	[# subsequently notified as M Taylor]

Housing Associations Liaison Panel	Councillor N Foyle Councillor S Hammond Councillor A Keeley Councillor P Montague ** Councillor Mrs M Tatton
Joint Employee Consultative Committee	Councillor Mrs J Anderson * Councillor R Betts Councillor T Bishop Councillor M Coffin ** Councillor D Keers Councillor J Lark Councillor B Luker Councillor Mrs A Oakley Councillor – Vacancy (TBC)# [# subsequently notified as T Shaw]
Joint Transportation Board	Councillor R Betts Councillor V Branson Councillor D Davis Councillor A Kennedy Councillor D Lettington ** Councillor N Stapleton Councillor M Taylor
<b>Chairmanship with TMBC, Vice-Chairmanship with KCC in 2019/20</b>	

\*\* Denotes Chairman

\* Denotes Vice-Chairman

## C 19/51 APPOINTMENT TO OUTSIDE BODIES

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

NAME OF BODY	<u>REPRESENTATIVE(S)</u>
Kent County Playing Fields Association	Councillor M Rhodes
Age UK Sevenoaks and Tonbridge	2 vacancies
Age Concern (Malling)	Councillor B Luker
Citizens Advice in North and West Kent	Councillor M Boughton
Maidstone and District Care Committee for Chest, Heart and Stroke	Councillor S Hammond

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West Kent Relate	Councillor Mrs P Bates
Action with Communities in Rural Kent	Councillor R Dalton Councillor Miss J Sergison
Maidstone Mediation Scheme	Councillor Mrs F Kemp
Kent Downs AONB Joint Advisory Committee	Councillor D Lettington
Basted Mill Public Open Space Joint Committee	Councillor R Betts Councillor M Taylor
Snodland Partnership	Councillor Mrs S Bell Councillor A 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 M Rhodes
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 R Dalton (Deputy: Councillor J Botten)
Rochester Airport Consultative Committee	Councillor D Keers
Rochester Airport Delivery Board	Councillor B Luker
Kent and Medway Police and Crime Panel	Councillor M Rhodes
Kent Flood Risk Management Committee	Councillor H Rogers
Tonbridge and Malling Leisure Trust	Councillor T Bishop Councillor M Davis

Upper Medway Internal Drainage Board	Councillor M Boughton Councillor M Davis Councillor H Rogers Mr O Baldock
Lower Medway Internal Drainage Board	Councillor D Davis
Haysden Country Park and Leybourne Lakes Country Park User Panels (3 year appointments)	To be considered by Advisory Board
West Kent Improvement Board Members' Forum	Councillor P Montague
Dry Hill Road Disabled Persons Trust	Councillor V Branson

#### **C 19/52 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 19/53 PROGRAMME OF MEETINGS 2019/20**

The programme of Council, Cabinet, Committee and Advisory Board and Panel meetings for the ensuing year and to May 2021 was presented for approval.

**RESOLVED:** That the programme of meetings be approved.

#### **C 19/54 TEMPORARY APPOINTMENT TO HILDENBOROUGH PARISH COUNCIL**

The report of the Director of Central Services and Deputy Chief Executive explained the circumstances leading to the need to make temporary appointments to Hildenborough Parish Council to enable it to

function lawfully until the requisite number of vacancies were filled. Consideration was also given to a process for making temporary Member appointments to parish and town councils which might become inquorate in future.

**RESOLVED:** That

- (1) the appointment of Councillors N Foyle and M Rhodes as temporary members of Hildenborough Parish Council be approved until such time as an election or co-option can be held and those elected or co-opted have taken office;
- (2) the Monitoring Officer be authorised to make the necessary order to give effect to the temporary appointments; and
- (3) the Council delegates to the Monitoring Officer the authority to make temporary appointments of Members to Town and Parish Councils under Section 91 of the Local Government Act 1972, in accordance with the process set out in Annex 1 to the report, and to report any such appointments to the next meeting of the Council.

**C 19/55 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 8.40 pm