



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

Contact: Committee Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

30 December 2019

To: MEMBERS OF THE FINANCE, INNOVATION AND PROPERTY ADVISORY BOARD  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Finance, Innovation and Property Advisory Board to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Wednesday, 8th January, 2020 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

## A G E N D A

### PART 1 - PUBLIC

- |    |                          |        |
|----|--------------------------|--------|
| 1. | Apologies for absence    | 7 - 8  |
| 2. | Declarations of interest | 9 - 10 |

3. Minutes 11 - 16

To confirm as a correct record the Notes of the meeting of the Finance, Innovation and Property Advisory Board held on 18 September 2019

**Matters for recommendation to the Cabinet**

4. Review of Fees and Charges 2020/21 17 - 26

*The report brings forward for consideration as part of the budget setting process for 2020/21 proposals in respect of those fees and charges that are the responsibility of the Cabinet Member for Finance, Innovation and Property or not reported elsewhere.*

5. Tonbridge Castle - Review of Fees and Charges 27 - 42

*The report reviews the fees and charges for the variety of different services and functions delivered at Tonbridge Castle.*

6. Review of Building Control Partnership Fees for 2020/21 43 - 52

*To consider a review of Building Control Partnership Fees for 2020/21.*

7. Class C Empty Property Council Tax Discount and Long Term Empty Homes Premium 53 - 56

*To consider whether to increase the Council Tax long term empty premium from 1 April 2020 and 1 April 2021 and to continue with the removal of the Class C empty property discount.*

8. Local Council Tax Reduction Scheme 2020/21 57 - 104

*The report sets out recommendations and reasoning for changes to the Council's Scheme from 1 April 2020.*

9. Asset Management Plan 105 - 138

*The report asks Members to consider the proposed Asset Management Plan (AMP) 2020-2024.*

10. Revenue Estimates 2020/21 139 - 156

*The Council has a statutory duty to set the level of council tax for the forthcoming financial year by 11 March. The role of the Advisory Board is to assist both the Cabinet and the Council in the preparation of the Budget for 2020/21 within the context of the Medium Term Financial Strategy and the Council's priorities.*

*NB The Revised Estimates for 2019/20 and Estimates for 2020/21 are set out in a separate supplementary Annex.*

11. Capital Plan Review 2019/20 157 - 176

*The report provides a review of the Capital Plan.*

*NB Annexes 1 to 3 of the report are contained in a separate supplement.*

12. Corporate Debt Recovery Policy 177 - 204

*The report informs Members of the outcome of the review of the Council's Corporate Debt Recovery Policy.*

### **Matters submitted for Information**

13. Revenues and Benefits Update 205 - 214

*The report details recent developments in respect of council tax, business rates, council tax reduction and housing benefits.*

14. Digital Strategy Update 215 - 218

*The report provides an update on progress in delivering the digital strategy.*

15. Urgent items 219 - 220

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

### **Matters for consideration in Private**

16. Exclusion of Press and Public 221 - 222

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

## **PART 2 - PRIVATE**

### **Matters for Recommendation to the Cabinet**

17. Debts for Write Off 223 - 226

LGA 1972 Sch 12A Paragraph 2 – Information likely to reveal information about an individual

*Approval is sought for the writing-off of debts that are considered to be irrecoverable.*

18. Proposed Disposal of Area of Land at Welland Road, Tonbridge 227 - 230

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

*The report details a request from the current leaseholder to purchase an area of land.*

19. Proposed Sub Lease of an Area at Tonbridge Angels Football Club 231 - 234

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

*The report details a request to allow for the sub-letting of an area within the land leased to Tonbridge Angels Football Club in order to construct a new building and create a sub-lease.*

20. Consideration of Use of Compulsory Purchase Powers to Secure Residential Property in Burham 235 - 242

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

*To consider the use of Compulsory Purchase Powers under section 17 of the Housing Act 1985 to bring an empty property in Rochester Road, Burham back into use and good repair.*

**Matters submitted for Information**

21. Urgent items 243 - 244

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

## **MEMBERSHIP**

Cllr M C Base (Chairman)  
Cllr Miss G E Thomas (Vice-Chairman)

Cllr T Bishop  
Cllr J L Botten  
Cllr G C Bridge  
Cllr C Brown  
Cllr R I B Cannon  
Cllr A E Clark  
Cllr M O Davis

Cllr K King  
Cllr Mrs R F Lettington  
Cllr H S Rogers  
Cllr K B Tanner  
Cllr Mrs M Tatton  
Cllr F G Tombolis  
Cllr C J Williams