



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

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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: Democratic Services
committee.services@tmbc.co.uk

3 October 2023

To: MEMBERS OF THE GENERAL PURPOSES COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the General Purposes Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 11th October, 2023 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings 5 - 8

PART 1 - PUBLIC

2. Apologies for absence

3. Notification of Substitute Members 9 - 10
4. Declarations of interest 11 - 12

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 13 - 18

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 3 July 2023.

Decisions to be taken under Delegated Powers

6. Recruitment & Retention - Market Supplement Policy 19 - 28

Following Members' approval at the last meeting of the Committee to use market supplement and golden hello payments for specific hard to fill posts across the Planning department, this report presents a Market Supplement Policy for Members' consideration.

7. Request for Community Governance Review of Kings Hill Parish Council Seat Numbers 29 - 40

Members are asked to consider a request from Kings Hill Parish Council seeking to reduce the numbers of Parish Councillors that sit on their Parish Council.

8. Review of Polling Districts and Polling Places 41 - 50

Following receipt of the final recommendations for the Constituency arrangements from the Boundary Commission for England, Members' approval is sought on the commencement of a Polling District & Polling Place Review, which needs to be undertaken to implement any necessary changes to Polling Districts/Places.

9. Urgent Items 51 - 52

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

10. Exclusion of Press and Public 53 - 54

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

Decisions to be taken under Delegated Powers

11. Establishment Report 55 - 72

(Reasons: LGA 1972 - Sch 12A Paragraph 1 – Information relating to an individual.)

This report sets out for Members' approval a number of establishment changes recommended by Management Team. Members should note that, in accordance with adopted conventions, all of the savings/costs referred to in this report reflect the salary at the top of the scale/grade plus associated on costs.

12. Urgent Items 73 - 74

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 R Rhodes (Chair)
Cllr M A Coffin (Vice-Chair)

Cllr B Banks
Cllr K Barton
Cllr A G Bennison
Cllr J Clokey
Cllr D A S Davis

Cllr A McDermott
Cllr B A Parry
Cllr R V Roud
Cllr K B Tanner