



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

---

**Interim Chief Executive**  
Adrian Stanfield LL.B (Hons)

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

---

To: MEMBERS OF THE COUNCIL

**NB Background reports to items referred from Cabinet and Committees have been omitted from printed agenda packs.**

Dear Sir/Madam

I hereby summon you to attend a meeting of the Tonbridge and Malling Borough Council which will be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 14th May, 2024 **at 8.00 pm**.

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

The following business is proposed to be transacted:-

1. Guidance on the Conduct of Meetings 5 - 8

**PART 1 - PUBLIC**

2. Election of Mayor

To elect the Mayor for the municipal year 2024/25

3. Vote of thanks to Retiring Mayor

To propose a vote of thanks to the outgoing Mayor

4. Election of Deputy Mayor

To elect the Deputy Mayor for the municipal year 2024/25

5. Apologies for absence 9 - 10

6. Declarations of interest

To declare any interests in respect of recommended items

7. Minutes 11 - 20

To confirm as a correct record the Minutes of the ordinary and special meetings of Council held on 9 April 2024

8. Mayor's Announcements

9. Questions from the public pursuant to Council Procedure Rule No 5.6 21 - 22

10. Questions from Members pursuant to Council Procedure Rule No 5.5 23 - 28

- 24/001 – Rewilding and River Lawn
- 24/002 – Social Housing

11. Notice of Motion submitted pursuant to Council Procedure Rule No. 5.27 (24/002) 29 - 30

To consider a Notice of Motion (24/002) proposed by Councillor A Cope, seconded by Councillor L Athwal, on behalf of the Green Group in relation to 'Debate not Hate'

12. Notice of Motion submitted pursuant to Council Procedure Rule No. 5.27 (24/003) 31 - 32

To consider a Notice of Motion (24/003) proposed by Councillor M Hood, seconded by Councillor A Cope, on behalf of the Green Group in relation to zero tolerance of any form of hate crime.

### **Matters for Decision**

13. Political Balance Arrangements 33 - 36

To determine the political balance arrangements for the Borough Council's committees, boards and panels

14. Appointment of Cabinet 37 - 38

To note the Leader's appointments to Cabinet and the portfolios they will hold.

Details of appointments will be set out on Annex 1 and circulated in advance of the meeting.

15. Appointment of Committees 39 - 40

To consider the establishment and composition of the Committees of the Council and their sub-committees for the municipal year.

Details of nominations will be set out on Annex 2 and circulated in advance of the meeting.

16. Appointment of Scrutiny Select Committees, Panels and Other Member Groups 41 - 42
- To appoint Scrutiny Select Committees, Panels and Other Member Groups for the municipal year.
- Details of nominations will be set out on Annex 3 and circulated in advance of the meeting.
17. Appointment of Chair and Vice-Chair 43 - 44
- To appoint the Chair and Vice-Chair of each Committee.
- Details of nominations will be set out on Annex 4 and circulated in advance of the meeting.
18. Appointments to Outside Bodies 45 - 46
- To appoint representatives to serve on outside bodies.
- Details of nominations will be set out on Annex 5 and circulated in advance of the meeting.
19. Appointment of Substitute Members 47 - 50
- To appoint substitute Members to attend specific meetings in the absence of the ordinary meeting.
- Details of nominations will be set out on Annex 6 and circulated in advance of the meeting.
20. Scheme of Delegations 51 - 52
- Members are invited to confirm the Scheme of Delegations in compliance with the Constitution.
21. Programme of Meetings 53 - 58
- Following approval by Council on 9 April 2024, the programme of meetings for the municipal years 2024-26 is attached for adoption.
22. Audit Committee Annual Report 59 - 68
- Recommendation AU 24/14 of the Audit Committee of 15 April 2024 in respect of the Audit Committee Annual Report.

23. 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.

ADRIAN STANFIELD  
Interim Chief Executive  
Friday, 3 May 2024