



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
Damian Roberts

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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, 22nd October, 2024 at 7.30 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. Apologies for absence 9 - 10
3. Declarations of interest

To declare any interests in respect of recommended items

4. Minutes 11 - 20

To confirm as a correct record the Minutes of the meeting of Council held on 9 July 2024

5. Mayor's Announcements 21 - 22
6. Questions from the public pursuant to Council Procedure Rule No 5.6 23 - 24

7. Questions from Members pursuant to Council Procedure Rule 25 - 26
No 5.5

- 24/004 – Key Performance Indicators and proposed changes to reporting

8. Notice of Motion submitted pursuant to Council Procedure Rule 27 - 28
No. 5.27 (24/005)

To consider a Notice of Motion (24/005) proposed by Councillor J Clokey on behalf of the Liberal Democrat Group in respect of Winter Fuel Payments.

Matters for Decision as Planning Committee

In order to facilitate the proper consideration of the planning applications at agenda items 9 and 10, the Council will need to suspend its own procedure rules and resolve itself into a committee to which rules relating to a planning committee will be applied.

9. Planning Application TM/24/0127/OA - Gibson Building, Gibson Drive 29 - 58

Refurbishment of Gibson East office building, comprising the removal of a corridor link to the grade II listed Gibson West building (and remedial works to the listed facade) minor changes to the external envelope of Gibson East (new external doors / windows and the addition of PV cells to the pitched roof), modifications to site parking and internal circulation, addition of a plant enclosure, single-storey external store, refuse store and cycle shelter.

10. Listed Building Application TM/24/01268/PA - Gibson Building, Gibson Drive 59 - 70

Proposed demolition of a modern corridor link between Gibson East and the grade II Gibson West building, with restoration works to reinstate the original appearance of the east facade of the listed building.

11. Leader's Announcements 71 - 72

Matters for Decision

12. Changes to Committee Appointments 2024/25 73 - 78

The Leader of the Borough Council is proposing a number of changes to the Conservative Group appointments to Committees, Scrutiny Select Committees, Panels and other Groups previously approved at Annual Council.

Details of appointments will be set out on Annex 1 and Annex 2 (if required) and circulated in advance of the meeting.

13. Appointments to Outside Bodies - Tonbridge Town Lands and Richard Mylls Charity 79 - 84
- To consider a request from the Clerk to the Town Wardens in respect of renewing a current appointment.
14. Local Code of Corporate Governance 85 - 110
- Consideration of recommendation AU 24/26 of the Audit Committee of 22 July 2024
15. Treasury Management Update and Annual Report for 2023/24 111 - 140
- Consideration of recommendation AU 24/27 of the Audit Committee of 22 July 2024
16. Capital Works - Car Parks 141 - 158
- Consideration of recommendation CB 24/90 of Cabinet of 3 September 2024
17. Local Authority Housing Fund 159 - 160
- Consideration of recommendation CB 24/98 (4) of Cabinet of 3 September 2024
- This matter was considered in private by Cabinet and the associated report and annex have not been attached to this agenda.
18. Regulation of Investigatory Powers Act (RIPA) - Revisions to Surveillance Guidance 161 - 192
- Consideration of recommendation GP 24/25 of the General Purposes Committee of 9 October 2024
19. Civil Enforcement Service 193 - 194
- Consideration of recommendation GP 24/27 (6) of 9 October 2024 in respect of civil enforcement
- This matter was considered in private by the General Purposes Committee and the associated report and annexes have not been attached to this agenda.
- Matters for Information**
20. Minutes of Cabinet and Committees 195 - 196
- To receive and note the Minutes of meetings of Cabinet and Committees as set out in the Minute Book (attached as a supplement).
21. 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.

DAMIAN ROBERTS
Chief Executive
Monday, 14 October 2024