



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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**Chief Executive**  
Damian Roberts

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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.gov.uk

24 December 2024

To: MEMBERS OF THE CABINET  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Cabinet to be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 7th January, 2025 commencing at 7.30 pm.

Members of the Cabinet 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.

**(NB: Background papers to items referred from Scrutiny Select Committees and Committees have been omitted from printed agenda packs.)**

Yours faithfully

DAMIAN ROBERTS

Chief Executive

## A G E N D A

1. Guidance for the Conduct of Meetings 5 - 8

### **PART 1 - PUBLIC**

2. Apologies for absence 9 - 10

3. 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.

4. Minutes 13 - 22

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 10 December 2024

#### **Matters for Corporate Monitoring**

5. Key Performance Indicators - Quarter 2 23 - 44

This report and annexes provide data on Key Performance Indicators (KPIs) that are aligned to the Corporate Strategy 2023-2027 and monitored on a quarterly or annual basis.

#### **Decisions to be taken in accordance with Part 3 of the Constitution**

##### **Executive Non-Key Decisions**

6. Procedure on Amendments to Planning including Reserved Matters Applications 45 - 54

Consideration of recommendation HP 24/45 of the Housing and Planning Scrutiny Select Committee.

##### **Matters submitted for Information**

7. Minutes of Panels, Boards and Other Groups 55 - 72

The minutes of meetings of Advisory Panels, Boards and Other Groups are attached. Any recommendations arising from these minutes are set out as individual items on this agenda.

8. Decisions taken by Cabinet Members 73 - 74

A record of the decisions taken by portfolio holders since the last meeting of Cabinet are attached.

Any decisions taken subsequent to the publication of the agenda will be published as a supplement.

9. Notice of Forthcoming Key Decisions 75 - 78

The Notice of Key Decisions anticipated to be taken during January and February 2025 is attached. This may be subject to change due to adjustments to the reporting timetable.

10. Urgent Items 79 - 80

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**

11. Exclusion of Press and Public 81 - 82

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 in Accordance with Part 3 of the Constitution**

**Executive Key Decision**

12. Larkfield Leisure Centre Solar PV Tender 83 - 88

(Reasons Private: LGA 1972 - Sch 12A Paragraph 3 - Financial or business affairs of any particular person)

The report summarises the tender process for the installation of solar PV at Larkfield Leisure Centre using grant funding and requests Cabinet approve the award of contract.

13. Urgent Items 89 - 90

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

Councillor M D Boughton, (Leader)  
Councillor R P Betts, (Climate Change, Regeneration and Property)  
Councillor M A Coffin, (Transformation and Infrastructure)  
Councillor D Keers, (Community Services)  
Councillor K B Tanner, (Finance and Housing)  
Councillor M Taylor, (Planning)

Members of the Council who are not members of the executive may attend meetings of the Cabinet. With the agreement of the Leader, any such Member may address the Cabinet on any item on the agenda but may not vote.