



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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

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

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To: MEMBERS OF THE COUNCIL

Dear Sir/Madam

I hereby summon you to attend a **Special** meeting of the Tonbridge and Malling Borough Council which will be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 9th April, 2024 **on the rising of the ordinary meeting of Council.**

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 3 - 6

**PART 1 - PUBLIC**

2. Apologies for absence 7 - 8
3. Admittance of Honorary Freeman 9 - 10

To consider a notice of motion pursuant to Council Procedure Rule No 5.18 submitted jointly by Councillors Lark, Boughton, Davis, Hammond Oakley

4. 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  
Thursday, 28 March 2024

