



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, 8th July, 2025 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 Annual meeting of Council held on 13 May 2025

5. Mayor's Announcements 21 - 22

6. Questions from Members pursuant to Council Procedure Rule No 5.5 23 - 26

- 25/004/MEM - Homes for Social Rent
- 25/005/MEM - Housing Company

7. Questions from the public pursuant to Council Procedure Rule No 5.6 27 - 28

8. Leader's Announcements 29 - 30

Matters for Decision

9. Head of Finance and Section 151 Officer - Recruitment 31 - 40

The report provides an update on the recruitment process undertaken and the recommendations of the Member Panel will be **to follow** and either published as a supplement or tabled at the meeting.

10. Bluebell Hill Temporary Accommodation Project 41 - 48

This report provides a capital plan evaluation for the Bluebell Hill temporary accommodation project and seeks Member approval for the associated budget.

11. Riverside Route Lighting Project, Tonbridge 49 - 50

Cabinet recommendation CB 25/65 (4) of 3 June 2025 in respect of the Riverside Lighting Scheme, Tonbridge and seeking approval to transfer to List A of the Capital Plan.

Background papers considered by Cabinet are available on the [website](#).

12. Gibson East Refurbishment Tender 51 - 52

Cabinet recommendation CB 25/69 (2) of 3 June 2025 in respect of the refurbishment of Gibson Building East.

The reports and annexes were considered by Cabinet in Private in accordance with LGA 1972 Sch 12A Paragraph 3 – Finance or business affairs of any particular person and are not attached to this agenda.

13. Statement of Licensing Policy 2025-2030 Consultation 53 - 94

Recommendation LA 25/11 of Licensing and Appeals Committee of 10 June 2025 in respect of the Statement of Licensing Policy

14. Establishment Report 95 - 96

Recommendation GP 25/24 of General Purposes Committee of 11 June 2025 in respect of a number of establishment changes.

The reports and annexes were considered by the Committee in Private in accordance with LGA 1972 Sch 12A Paragraph 1 – Information relating to an individual and are attached to this agenda.

15. Appointments to Outside Bodies 97 - 100

Subsequent to the statutory Annual meeting of Council a number of changes to the Outside Bodies Schedule are recommended.

16. Changes to the Constitution 101 - 112

The report recommends a number of changes to the Constitution in respect of the Overview and Scrutiny Procedure Rules (Part 4); the Rules for Decision Making during a period of Serious and Unexpected Disruption (Part 7); the Rules for Public Speaking (Annex 1 in Part 4); Committee Procedure Rule 15.24. Members are also asked to note the structural changes agreed by the General Purposes Committee.

Due to its size the Constitution with tracked changes (Annex 1) is published as a supplement.

Matters for Information

17. Changes to the Cabinet Portfolios 113 - 116

Decision Notice D250045MEM taken by the Leader on 3 June 2025 is attached for information.

18. Minutes of Cabinet and Committees 117 - 118

To receive and note the Minutes of meetings of Cabinet and Committees as set out in the Minute Book (attached as a supplement).

19. 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.

20. Exclusion of Press and Public 119 - 120

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

Matters for Decision

21. Budget Approval - Borough Council costs - Planning Appeals 121 - 126

(Reasons: Part 2 - Private: LGA 1972 - Sch 12A Paragraph 3 - Financial or business affairs of any particular person)

The report seeks agreement for a Supplementary Budget Estimate to pay for planning appeal costs.

22. Planning Appeal - Case Management Review 127 - 176

(Reasons: Part 2 - Private: LGA 1972 - Sch 12A Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings)

This report presents to Council the legal advice prepared by Counsel.

23. Dispensation for Councillor non-attendance 177 - 180

(Reasons: Part 2 - Private: LGA 1972 - Sch 12A Paragraph 1 - Information relating to an individual)

To approve the continued absence of a Member from meetings on the grounds of ill health.

DAMIAN ROBERTS
Chief Executive
Monday, 30 June 2025