



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
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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

2 June 2026

To: MEMBERS OF THE GENERAL PURPOSES COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the General Purposes Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 10th June, 2026 commencing at 7.30 pm.

Members of the Committee 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.

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
3. Notification of Substitute Members 9 - 10
4. 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 \(tmbc.gov.uk\)](http://tmbc.gov.uk).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 13 - 16

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 11 March 2026

Matters for Decision under Delegated Powers

6. Stansted Parish Council Community Governance Review 17 - 20

This report sets out proposals that could help to contribute towards the efficient and effective delivery of local council services to the residents of Stansted Parish.

7. Request for Dispensation - Councillor D King 21 - 26

This report asks Members to consider a request for a dispensation under section 33 of the Localism Act 2011 to enable Councillor D King to participate in meetings of the Council (including Housing and Planning Scrutiny Select Committee and full Council) where the Local Plan is under consideration and in meetings of the Planning Committee where any applications for development in respect of the site identified as T01 (land north east of Tonbridge) in the draft Local Plan are considered.

8. Adoption of New Volunteers Policy and Changes to the Recruitment and Selection Policy 27 - 54

This report seeks Members' consideration and approval of a new Volunteers Policy and revisions to the Recruitment and Selection Policy, addressing an internal audit recommendation and aligning recruitment practice with the Workforce Development Strategy.

9. Workforce Development Strategy Progress Update 2025-26 55 - 78

This report provides Members with an overview of progress made during the first year of the Workforce Development Strategy 2025–2028, assurance that the Strategy is being effectively implemented, highlights areas where further development is ongoing and seeks Member endorsement for the continued delivery of the Strategy, including progression into Year 2 priorities.

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

Matters for Decision Under Delegated Powers

12. Establishment Report 83 - 112

(Reason: Part 2 – Private – LGA 1972 Sch 12A Paragraph 2 – Information likely to reveal the identity of an individual)

This report sets out for Members' approval a number of establishment changes recommended by the Council's Management Team. Members should note that, in accordance with adopted conventions, all of the savings/costs referred to in this report reflect the salary at the top of the scale/grade plus associated on costs.

13. Urgent Items 113 - 114

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

Cllr M R Rhodes (Chair)
Cllr A McDermott (Vice-Chair)

Cllr B Banks
Cllr K Barton
Cllr L Chapman
Cllr J Clokey
Cllr M A Coffin

Cllr R W Dalton
Cllr B A Parry
Cllr R V Roud
Cllr K B Tanner