



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
Damian Roberts

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

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

6 October 2025

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, 14th October, 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

7 - 10

PART 1 - PUBLIC

- | | | |
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| 2. | Apologies for absence | 11 - 12 |
| 3. | Declarations of interest | 13 - 14 |

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.

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| 4. | Minutes | 15 - 26 |
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To confirm as a correct record the Minutes of the meeting of the Cabinet held on 2 September 2025

Matters for Recommendation to the Council

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| 5. | Annual Audit Report 2024/25 | 27 - 68 |
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Consideration of recommendations of the Audit Committee in respect of the Auditor's Annual Report.

These are 'to follow' and will be circulated in advance of the meeting.

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| 6. | Risk Management | 69 - 110 |
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Recommendations of the Audit Committee in respect of Risk Management.

These are 'to follow' and will be circulated in advance of the meeting.

Matters in accordance with Part 3 of the Constitution

Executive Non-Key Decisions

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| 7. | Tonbridge Town Centre Masterplan Framework Adoption and Delivery Strategy | 111 - 216 |
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Following receipt of the Masterplan Framework report from the consultants, architects and commercial property specialist and completion of the public engagement exercise, the Tonbridge Town Centre Masterplan Framework Delivery Strategy is presented for consideration.

(In accordance with LGA 1972 Sch 12A Paragraph 3, Annex 5 is private as it contains exempt information relating to financial or business affairs of any particular person.)

8. UKSPF Community Development Grant Scheme 217 - 228
- This report seeks approval of schemes submitted for funding to the third round of the UK Shared Prosperity Fund (UKSPF), Community Development Grant Scheme.
9. Staff Training - Safeguarding and Equalities and Diversity 229 - 236
- The Annual Service Delivery Plan for 2025/26 includes actions for Cabinet to approve staff training plans in relation to safeguarding and equalities and diversity. This report seeks approval of the suggested staff training plans.
10. Angel Leisure Centre - Replacement Project 237 - 272
- Consideration of recommendations of the Overview and Scrutiny Committee in respect of the Angel Leisure Centre – replacement project.
11. Annual Service Delivery Plan 2025/26 - Quarter 1 273 - 300
- Consideration of the recommendations of the Overview and Scrutiny Committee in respect of the milestones and Key Performance Indicators (KPIs) set out in the Annual Service Delivery Plan 2025/26.
12. Executive/Scrutiny Protocol 301 - 314
- Consideration of recommendations of the Overview and Scrutiny Committee in respect of the Executive/Scrutiny Protocol.
- Matters submitted for Information**
13. Minutes of Panels, Boards and Other Groups 315 - 328
- The minutes of meetings of Advisory Panels, Boards and Other Groups are attached:
- Notes of Parish Partnership Panel of 28 August 2025;
 - Notes of Tonbridge Community Forum of 1 September 2025.
- Any recommendations arising from these minutes are set out as individual items on this agenda.
14. Decisions taken by Cabinet Members 329 - 330
- A record of the decisions taken by portfolio holders since the last meeting of Cabinet are attached.
15. Notice of Forthcoming Key Decisions 331 - 332
- The Notice of key decisions anticipated to be taken between November and January 2025/26 will be published as a supplement in advance of the meeting.

16. Urgent Items 333 - 334

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

17. Exclusion of Press and Public 335 - 336

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 in accordance with Part 3 of the Constitution

Executive Key Decisions

18. Tonbridge Town Centre Programme Board - Recommendations and Notes 337 - 340

(Reason: LGA 1972 – Sch 12 A Paragraph 3 – Financial or business affairs of any particular person)

This report seeks approval of recommendations arising from the meeting of the Tonbridge Town Centre Programme Board.

Due to the timescale and print deadline, the relevant notes from the Tonbridge Town Centre Programme Board will be circulated to Members in advance of the meeting of Cabinet.

19. Urgent Items 341 - 342

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, (Housing, Environment and Economy)
Councillor M A Coffin, (Finance, Waste and Technical Services)
Councillor D Keers, (Community Services)
Councillor A Mehmet, (Infrastructure and Tonbridge Regeneration)
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.