



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

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, 28th October, 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 meeting of Council held on 8 July 2025

5. Mayor's Announcements 21 - 22
6. Questions from Members pursuant to Council Procedure Rule No 5.5 23 - 30
7. Questions from the public pursuant to Council Procedure Rule No 5.6 31 - 32
8. Leader's Announcements 33 - 34

Matters for Information

9. Overview and Scrutiny - Annual Report 35 - 38

The report of the Chair of the Overview and Scrutiny Committee provides a summary of the work of the Committee over the past year.

10. Minutes of Cabinet and Committees 39 - 40

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

Matters for Decision

11. Tonbridge Community Governance Review 41 - 54

This report sets out the results of the recent Community Governance Review consultation and seeks approval for the next steps in the process.

12. Local Code of Corporate Governance 55 - 82

Consideration of recommendations of the Audit Committee in respect of the outcome of the annual review of the Local Code of Corporate Governance.

13. Treasury Management Performance Update and Annual Report for 2024/25 83 - 110

Consideration of recommendations of the Audit Committee in respect of details provided on investments undertaken during April and May of the current financial year, and the Treasury Management outturn position for 2024/25.

14. Replacement of Shallows Bridge, Haysden Country Park 111 - 122

Consideration of recommendations of Cabinet of 2 September 2025 in respect of a List C Capital Plan Evaluation for the replacement of the Shallows Bridge in Haysden Country Park. It is recommended that the scheme is included in List A of the Capital Plan and progressed within the current financial year.

15. Proposal for Monthly Member Briefing Sessions on Pre-application Development Proposals 123 - 138

Consideration of the recommendations of Cabinet of 2 September 2025 in respect of regular briefing sessions for Members.

16. Treasury Management Performance Update and Mid-Year Review for 2025/26 139 - 168

Consideration of recommendations of the Audit Committee in respect of updates provided on investments undertaken during the period April to July of the current financial year and incorporates a mid-year review of the Treasury Management and Annual Investment Strategy for 2025/26.

17. Annual Audit Report 2024/25 169 - 212

Consideration of recommendations of Cabinet in respect of the Auditor's Annual Report.

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

18. Risk Management 213 - 256

Recommendations of Cabinet in respect of Risk Management.

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

Matters for Decision as a Planning Committee

In order to facilitate the proper consideration of the planning application at agenda item 19, the Council will need to suspend its own procedure rules and resolve itself into a committee to which rules relating to a planning committee will be applied.

19. Planning Application TM/24/01270/PA - Gibson Building, 257 - 296
Gibson Drive, Kings Hill

Following approval of planning permission in October 2024, there is now a need for the Borough Council to seek alternative means of securing the required Biodiversity Net Gain provision. The previous report is attached as Annex 1.

In accordance with the LGA 1972 Sch 12A Paragraph 5, Annex 2 is restricted as it contains exempt information relating to legal advice.

20. 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.

DAMIAN ROBERTS
Chief Executive
Monday, 20 October 2025