

**Minutes of the 61st Annual General Meeting of Swanley Town Council
held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley,
on Wednesday 11 May at 7.30pm**

Minutes

Present

Conservative: Cllr J Barnes, Cllr R Morris, Cllr T Searles, Cllr V Southern, Cllr L Ball, Cllr H Willingale, Cllr S Gaire, Cllr L Gaire, CllrC Barnes, Cllr L Dyball, Cllr N Scott

Labour: Cllr M Hogg, Cllr E Komolafe

Also in Attendance: J Pilbeam (Chief Executive), L Saunders (Operations Director), L Piggott (Democratic Services Officer), A Shepherd (Executive Assistant), C Cormack (Link Manager)

6 members of the public

Apologies for Absence

Apologies were received from Cllr J Halford and Cllr R Brookbank, for which reasons were given and approved.

Cllr J Hulton-Scott was not present.

Declarations of Pecuniary and Non-Pecuniary Interest

None

Election of Mayor 2016/17

Cllr Barnes asked members for nominations for Mayor.

Cllr Searles proposed and Cllr Willingale seconded that Cllr Shanker Gaire be elected as Mayor for 2016/17

Agreed unanimously

- 10005** It was **RESOLVED** that Councillor Shanker Gaire be elected as the Mayor of Swanley for the year 2016/17

Councillor S Gaire thereupon took the chair and paid thanks to Cllr J Barnes and also his Consort, Cllr C Barnes, for the work they had undertaken on behalf of the Town Council over the past year. Cllr Gaire made particular mention to the fact the Cllr John Barnes was the youngest Mayor that Swanley Town Council had ever had.

Election of Deputy Mayor 2016/17

Cllr S Gaire proposed and Cllr L Ball seconded that Cllr Tony Searles be elected as Deputy Mayor for 2016/17.

Agreed unanimously

Initials

10006 It was **RESOLVED** that Councillor Tony Searles be elected as Deputy Mayor of Swanley for the year 2016/17

Minutes of Meeting of Full Council held on 30 March 2016

10007 It was **RESOLVED** to sign and approve the minutes of the meeting of Full Council held on 30 March 2016

Appointment of committees 2016/17

- (a) To approve membership
- (b) To approve terms of reference
- (c) To approve meeting dates

10008 It was **RESOLVED** that

- (a) membership of committees be approved
- (b) terms of reference be approved
- (c) meeting dates be approved

Update from County Councillors

10009 It was **RESOLVED** to move this item to the end of the meeting to allow time for Cllr Gough to arrive

Councillors Code of Conduct

To receive copy of Councillors Code of Conduct for noting

10010 It was **RESOLVED** to note the Councillors Code of Conduct

General Power of Competence

To approve the Council's General Power of Competence

10011 It was **RESOLVED** to approve the Council's General Power of Competence

Dispensation of disclosable interests for budget setting purposes

10012 It was **RESOLVED** to approve dispensation of disclosable interests for budget setting purposes.

Annual Review of Standing Orders and Financial Regulations

To approve Standing Orders and Financial Regulations of the Council

10013 It was **RESOLVED** to approve the Standing Orders and Financial Regulations

Annual Review of Policies and Procedures

- (a) Complaints Procedure
- (b) Press and Media Policy
- (c) Vexatious Complaints Policy
- (d) Health and Safety Policy
- (e) Publication Scheme

Initials

100014 It was **RESOLVED** to approve the Council's Policies and Procedures

Annual Review of Risk Assessments

To review risk assessments of Swanley Town Council

100015 It was **RESOLVED** that the Risk Assessments be approved

Annual Review of Asset Register

To review the assets of the Council

10016 It was **RESOLVED** to approve the Asset Register

Annual Renewal of Insurance

(a) Swanley Recreation Ground – by the Council as Trustees

(b) Swanley Town Council

10017 It was **RESOLVED** to approve the renewal of insurance

Review of Sevenoaks District Council Contract

To approve contract for 2016/17 between Swanley Town Council and Sevenoaks District Council providing District Council services in the town

10018 It was **RESOLVED** to approve the contract for 2016/17 between Swanley Town Council and Sevenoaks District Council

Update from County Councillors

Cllr Gough provided members with a brief update to Kent County Council's implementation of LED light bulbs within Sevenoaks District, which includes Swanley. This is expected to commence in October 2016.

Appointment of Town Freeman

Cllr Morris nominated and Cllr Scott seconded that Mike and Ann Weston be nominated for Town Freeman of Swanley for 2016/17; he spoke about their history at Swanley Park and how they had been wardens for in excess of 30 years. Within that time they had been instrumental in making Swanley Park the success that it is today and Cllr Morris felt that they thoroughly deserved this recognition of their dedication to the town and the Council.

Members were advised that Mr & Mrs Weston were currently away on holiday but Officers would arrange with them to attend a future meeting of the Full Council to receive their Certificate.

Cllr Hogg replied stating that he agreed this award was richly deserved and was an excellent decision to recognise Mr & Mrs Weston for their loyal service and dedication to Swanley and the Town Council since the early 1980s.

Agreed unanimously

10019

It was **RESOLVED** that Mr and Mrs Weston be awarded Town Freeman 2016/17 and that Officers would arrange for them to attend a future Full Council meeting to be presented with their Certificate.

The meeting closed 8.25pm

Signed CHAIRMAN

Date: