

Issued 14<sup>th</sup> July 2016

**To all members of Swanley Town Council Estates and Facilities Committee  
you are summonsed to  
a meeting of the  
Estates and Facilities Committee of Swanley Town Council  
to be held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley,  
on **Wednesday 20<sup>th</sup> July 2016 immediately following the  
Development Control Committee meeting****

Members (7):

Conservative: Cllr T Searles (Chairman); Cllr V Southern (Vice Chairman); Cllr C Barnes;  
Cllr J Halford, Cllr S Gaire and Cllr J Hulton-Scott

Labour: Cllr M Hogg

**AGENDA**

**Page No**

- |   |        |
|---|--------|
| <b>1. Apologies for Absence and Substitutes</b>   |        |
| <b>2. Declarations of Pecuniary and Non-Pecuniary Interest</b>                          |        |
| <b>3. Minutes</b>   |        |
| (a) To receive and approve the minutes of the meeting of<br>13 <sup>th</sup> April 2016 | (1-2)  |
| <b>4. Alexandra Suite Repairs</b>   | (3)    |
| <b>5. Signage</b>   | (4)    |
| <b>6. Water leakage</b>   | (5-6)  |
| <b>7. Legionella</b>  | (7-11) |

*Julie Pilbeam*

Julie Pilbeam, Chief Executive Officer  
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Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity. The maximum number of persons allowable in the Council Chamber at any one time for fire safety purposes is 40; the Town Council reserve the right to suspend a meeting by means of a vote should the standing orders of the Council be breached. A copy of Swanley Town Council standing orders is available upon request.