

**To all members of Swanley Town Council
you are summonsed to
a meeting of the
Full Council of Swanley Town Council**
to be held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley,
on **Wednesday 2nd November 2016** at 7.30pm

AGENDA

Page No

- 1. Apologies for Absence and Substitutes**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Minutes**
 - (a) To receive and approve the minutes of the meeting of 5th October 2016 (1-2)
- 4. To receive and note the minutes from Committees since the last meeting of the Full Council**
 - (a) Development Control 5th October 2016 (3-4)
 - (b) Development Control 19th October 2016 (5-6)
 - (c) Finance and Audit 19th October 2016 (7)
 - (d) Estates and Facilities 19th October (8)
- 5. Mayors Communications**
 - (a) To receive an update on the work of the Mayor

PUBLIC QUESTION TIME

Formal written questions to be asked at Full Council must be notified to the Chief Executive/Town Clerk by no later than noon on the Thursday prior to the meeting. The total time for public questions at Full Council will be limited to 15 minutes. A verbal question may be raised by a member of the public although shall not necessarily require a response by the Council. Each member of the public will be entitled to speak for a maximum of two minutes.

- 6. Report from County Councillor**
 - (a) To receive an update from County Councillor Roger Gough
- 7. Report of Chief Executive**
 - (a) To receive an update from the Chief Executive on the work at the Council offices since the last meeting (9-10)

CONFIDENTIAL ITEMS

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, At this point there is no business of a confidential nature of the business to be transacted, should this occur the public and the press will be asked to leave the meeting during consideration of these items.

Julie Pilbeam

Julie Pilbeam, Chief Executive Officer
Swanley Town Council
The Civic Centre, St Mary's Road, Swanley, Kent BR8 7BU
Tel: 01322 611663 Fax: 01322 613000

www.swanleytowncouncil.gov.uk



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.