



Date of issue 29th January 2015

**To all members of Swanley Town Council**

**Notice is hereby given that a meeting of the Full Council of Swanley Town Council will be held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley, on Wednesday 4 February 2015 commencing at 7:30 PM**

**The Press and Public are welcome to attend this Meeting**

### **AGENDA**

1. Apologies for Absence
2. Declarations of pecuniary and non-pecuniary interests
3. Minutes
  - (i) Meeting held on 10 December 2014
  - (ii) Extra Ordinary Meeting held on 21 January 2015
4. **To receive and note the minutes from Committees held since the last Full Council**  
Development Control Committee – 21 January 2015
5. **Mayor's Communications**

#### **Public Question Time including Public Participation Session**

Formal written questions to be asked at Council must be notified to the Town Clerk no later than noon on the Thursday prior to the meeting. The total time for public questions at 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 Councillors**

To receive an update from County Council Representatives

- (a) Cllr Robert Brookbank
- (b) Mr Roger Gough

- 7. Chief Executive's Report –for approval
- 8. Smoking Policy – for approval
- 9. Freedom of Information Act Policy – for approval
- 10. Applications for Grant Aid– for approval
- 11. Correspondence from the Local Government Boundary Commission – to approve a response
- 12. Events Programme Review 2014 – to note
- 13. Local Government Support Grant – letter from Kris Hopkins MP – Minister for Local Government – to note
- 14. Consultation on future delivery of Library, Registration and Archive services in Kent – copy of correspondence from Kent County Council attached – to note.
- 15. Kent County Council – Highways and Transportation Winter Service – to note
- 16. Swanley and District Twinning Association - letter attached

**CONFIDENTIAL ITEMS**

**The Chairman shall move that the public be excluded from the meeting for the following item of business pursuant to Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and the Council's Standing Order 3(w), on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted**

- 17. Nomination of Annual Town Freeman Award – for approval

**The next meeting of the Full Council is on Wednesday 4 March 2015 at the Civic Centre, St Mary's Road, Swanley commencing at 7:30 PM**

Julie Pilbeam, Chief Executive

