



Date of issue 2 December 2015

Meeting of Swanley Town Council

All members of Swanley Town Council are hereby summoned to a meeting of the Full Council taking place at the Civic Centre, St Mary's Road, Swanley on Wednesday 9 December 2015 commencing at 7:30 PM.

The Press and Public are welcome to attend this Meeting

Please note that an audio recording will be made of this meeting

AGENDA

UNRESTRICTED ITEMS

(During these items the meeting is likely to be open to the public)

1. Apologies for Absence

2. Declarations of pecuniary and non-pecuniary interests

3. Minutes

To receive and approve the minutes for meetings as follows:

- (i) Full Council held on 11 November 2015 Pages 1-12
- (ii) The extra-ordinary meeting of Full Council held on 25 November 2015. Pages 13-14

4. To receive and note the minutes from Committees held since the last meeting of Full Council

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|-----------------------------------|------------------|-------------|
| (i) Development Control Committee | 25 November 2015 | Pages 15-16 |
| (ii) Finance and Audit Committee | 25 November 2015 | Pages 17-18 |
| (iii) Swanley Banqueting Board | 25 November 2015 | Page 19 |

5. Mayor's Communications

6. Public Question Time including Public Participation Session

Formal written questions to be asked at 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 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.

7. Report from County Councillors (oral item)

To receive an update from County Council Representatives

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

8. Budget Setting 2016/17 (report attached)

Pages 20-31

**9. Sevenoaks District Council – Unauthorised Encampments -
A Guide for District Councillors and Town and Parish Councils**

(copy attached)

Pages 32

10. Report of Chief Executive (copy attached)

Pages 33-34

CONFIDENTIAL ITEMS

(At the time of preparing this agenda there were no confidential items. During any such items which may arise the meeting is likely NOT to be open to the public)

Julie Pilbeam
Chief Executive

For any enquiries concerning this agenda or the meeting please contact Geoff Mills on 01322 665855 or email gills@swanley.org.uk