



Date of issue 4 November 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 on Wednesday 11 November 2015. commencing at 7:30 PM.

The first part of this meeting including Public Question Time will be held in the Alexandra Suite, St Mary's Road, Swanley commencing at 7:30 PM.

At the conclusion of the first part of the meeting there will be an adjournment in order to allow the second part of the Full Council meeting to relocate to the Council Chamber, The Civic Centre, St Mary's Road, Swanley

The Press and Public are welcome to attend both parts of this meeting except for Item 13 on the Agenda which is confidential. For the second part of the meeting it should be noted that because of Fire Regulations the maximum number of persons, including Councillors, permitted in the Council Chamber is 40.

AGENDA
UNRESTRICTED ITEMS

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

This part of the meeting will be held in the Alexandra Suite, St Mary's Road, Swanley commencing at 7.30 PM

- 1. Apologies for Absence**
- 2. Declarations of pecuniary and non-pecuniary interests**

3. Public Question Time including Public Participation Session

PLEASE NOTE:

- (i) At the commencement of this Item the Mayor shall direct in accordance with Standing Order 3(d)(f) that Public Question Time be extended for a period lasting 45 Minutes.
- (ii) Formal *written* questions to be asked at meetings of the Full Council must be notified to the Chief Executive/Town Clerk by no later than noon on the Thursday prior to the meeting.
- (iii) In accordance with Standing Order 3 (g) each person asking a question will be allowed to speak for no more than 2 minutes. A *verbal* question may be raised by a member of the public at the meeting although shall not necessarily require a response by the Council.

At the conclusion of Public Question Time the meeting of Full Council will be adjourned in order for the meeting to reconvene in the Council Chamber, The Civic Centre, St Mary's Road, Swanley.

The Press and Public can attend this second part of the meeting although it should be noted that the total numbers permitted in the Council Chamber, including members of the Town Council is 40

Upon Full Council reconvening in the Council Chamber the following business will be transacted:

4. Minutes

To receive and approve the minutes for the meeting of Full Council held on 30 September 2015 - copy attached

Pages 1-4

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

(i)	Development Control Committee	14 October 2015	Pages 5-6
(ii)	Finance and Audit Committee	14 October 2015	Page 7-8
(iii)	Development Control Committee	28 October 2015	Pages 9-10
(iv)	Estates and Facilities Committee	28 October 2015	Pages 11
(v)	Swanley Banqueting Board	28 October 2015	Pages 12

6. Mayor's Communications - Oral

7. Report from County Councillors – Oral Item

To receive an update from County Council Representatives

- 8. Correspondence from the Kent Association of Local Councils Re. KCC Budget Consultation**
Copy attached Page 13
- 9. A Master Plan for Swanley and Hextable**
Correspondence from Sevenoaks District Council
Attached. Page 14
- 10. Boundary Commission – Electoral Review of Kent: Further Limited Consultation for Sevenoaks**
Correspondence attached. Pages 15-20
- 11. Report of Chief Executive – copy attached** Pages 21-33
- 12. Appointment to Outside Bodies – Sir Thomas Smythe Charity - Oral**

CONFIDENTIAL ITEMS

The Chairman shall move that the press and 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.

- 13. Swanley Park - Tendering of Concession Contract** Pages 34-45

Julie Pilbeam
Chief Executive/Town Clerk

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