



Date of issue 23 September 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 30 September 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 the meeting of Full Council held on 22 July 2015.

Pages 1-4

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

(i) Finance and Audit Committee	22 July 2015	Pages 5-6
(ii) Development Control Committee	29 July 2015	Pages 7-8
(iii) Estates and Facilities Committee	29 July 2015	Page 9
(iv) Swanley Banqueting Board	29 July 2015	Pages 10-11
(v) Development Control Committee	2 September 2015	Pages 12-13

(vi) Development Control Committee	16 September 2015	Pages 14-17
(vii) Finance and Audit Committee	16 September 2015	Pages 18-21

**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 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.

**7. Report from County Councillors**

To receive an update from County Council Representatives

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

**8. Notice of Motion from Councillor Hogg**

This Council recognises that the decision of the Swanley Banqueting Board to increase the hire charges of its facilities for local clubs, charities and societies was both ill-timed and excessive.

It resolves that:

- (a) The Board apologises to those affected for its insensitivity in giving only limited notice of the increases, and
- (b) The Council enters into negotiations with representatives of the organisations affected to agree a fairer and more equitable level of charges.

**9. Swanley Banqueting Venues** Pages 22-24

**10. Report of Chief Executive** Pages 25-33

**11. Grant Aid Applications - Update** Pages 34-35

**12. Sevenoaks District Council – Call for Sites 2015** Pages 36-43

**13. Sevenoaks District Council Community Plan Consultations** Pages 44-48  
**NOTE: copies of the Sevenoaks District Plan are available for inspection at the offices of the Town Council, St Mary's Road, Swanley**

**14. Variance of The Kent Permit Scheme to Comply with the Traffic Management Permit Scheme (England) (Amendment) Regulations 2015**

Pages 49-59

**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 [gmills@swanley.org.uk](mailto:gmills@swanley.org.uk)