

SOUTHBOROUGH TOWN COUNCIL

Town Clerk

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c/o Tunbridge Wells Town Hall
Mount Pleasant Road
Royal Tunbridge Wells
Kent
TN1 1RS

20 November 2020

Dear Councillor

A virtual meeting of Southborough Town Council will be held on **Thursday 26 November 2020 at 7.00 p.m.** at which your attendance is required. Joining details including passwords for internet or telephone access will be emailed separately to All Councillors.

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 this meeting will be conducted "online".

Any members of the public who also wish to attend on this basis and speak in the Public Open Session please contact the Clerk 24 hours prior to the meeting.

<https://us02web.zoom.us/j/82517042800?pwd=QnVhRHAwbkh4T0poN2d6YnJjdmkzQT09>

Meeting ID: 825 1704 2800

Passcode: 621381

One tap mobile

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Meeting ID: 825 1704 2800

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AGENDA

1. APOLOGIES AND REASON FOR ABSENCE

2. DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS

Members who have a Disclosable Pecuniary or Other Significant Interest within the meaning of the Kent Code of Conduct 2012 in any matter appearing on the agenda, are invited to declare that interest at this stage and sign the register accordingly.

3. PUBLIC OPEN SESSION

Standing Order 3(d). Members of the public may speak under this item as long as 24 hours' notice of their wish to do so has been given the Town Clerk, and that the subject is relevant to this Committee. No speech may be for longer than five minutes except by resolution of the Committee or Council.

4. MINUTES

The minutes of the Full Council meeting held on the 29 October 2020 need to be agreed and signed as a correct record.

5. COMMITTEE PROCEEDINGS

To approve the proceedings of the following committees: -

Planning and Transportation	02 November 2020
Finance and General Purposes	19 November 2020

6. TOWN MAYOR'S ENGAGEMENTS

The Chairman will verbally update Members on his recent engagements.

7. MEETING DATES 2021 - 22

Members to see the previously sent meeting dates set out for the coming year from April 2021 to March 2022. Members to approve and amend, as necessary.

8. SECTION 137 GRANTS

Members to discuss the previously supplied grant application received. The Deputy Mayor will verbally update Members.

9. OUTDOOR WATER BOTTLE FILLING STATIONS

Members to see the previously sent leaflet surrounding outdoor water bottle filling stations. Members to discuss the possible siting in the new Hub demise area. Members to see the link below for possible purchase or rental costs:

<https://www.miw.co.uk/our-range/endura-ii-tm-outdoor-tubular-bottle-filling-station-4400bf>

10. COMMUNITY HUB LEAFLET

It is proposed Councillor Blackwell be delegated to complete the leaflet after discussions with the Communication Working Group. Members to discuss and decide on the proposed Leaflet with the aim that this dispatched prior to the Christmas period.

11. SOUTHBOROUGH COMMUNITY HUB UPDATE

Councillor Blackwell to give a verbal update on the Southborough Community Hub.

12. CONFIDENTIAL ITEMS

It is proposed that during the consideration of the following items the public and press shall be temporarily excluded (Standing Order 3 (c)): -

“Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public’s exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public’s exclusion.”

These items are considered confidential for the following reason(s)
Information relating to the financial and personnel affairs of the Council.

- a) **Confidential Council and Committee Proceedings** - To approve the following confidential minutes: -

Full Council Meeting	29 October 2020
Finance and General Purposes	19 November 2020

- b) **Southborough Community Hub Confidential Matters** – Members to discuss ongoing hub operations and future requirements. Councillor Blackwell to update Members on confidential matters surrounding the Southborough Hub for discussion.

- c) **Southborough Hub Finances** - Members to discuss the ongoing finances surrounding the Hub Project. Members to see the previously supplied financial report.


Tracy Kelly
Town Clerk
20 November 2020