

SOUTHBOROUGH TOWN COUNCIL

Town Clerk

Tel: (01892) 529176



Southborough Civic Centre
Council Offices
137, London Road
Southborough
Kent TN4 0NA

12th May 2023

Dear Councillor

The Annual Meeting of Southborough Town Council will be held on **Thursday 18 May 2023 at 7.00 p.m.** In the Bounds Oak Room at the Southborough Civic Centre, 137, London Road, Southborough TN4 0NA.

AGENDA

- 1. ELECTION OF TOWN MAYOR**
- 2. TO RECEIVE THE TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 3. ELECTION OF DEPUTY MAYOR**
- 4. PRESENTATION OF THE PAST MAYORS MEDAL**
- 5. APOLOGIES FOR ABSENCE**
- 6. 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.

7. APPOINTMENT OF STANDING COMMITTEES

To consider the appointment of the following Standing Committees: -

- Planning and Transportation
- Finance and General Purposes
- Open Spaces and Environment

8. COMMITTEE TERMS OF REFERENCE

To renew the Terms of Reference and Delegated Powers to each Committee appointed under item 7 above. Copies attached for information.

9. APPOINTMENT OF MEMBERS TO COMMITTEES

To consider the appointment of Members to the following Committees: -

- Planning and Transportation
- Finance and General Purposes
- Open Spaces and Environment

PLEASE NOTE: Under Standing Order 4(d) and the Terms of Reference 3.2 the appointment of the Chairperson and Deputy Chairperson of each Committee will be carried out at the first meeting of each Committee.

10. STANDING ORDERS AND FINANCIAL REGULATIONS

To renew the Councils Standing Orders and Financial Regulations.

11. BANKING SIGNATORIES

There are currently six signatories to the Council bank account. Members need to agree to which six councillors are to be signatories as required by the Councils Financial Regulations. Currently these are Councillors Blackwell, Elliott, Mrs Francis, Ms Hill, Harris and Poile. Due to the recent elections some of these signatories will need to be replaced.

12. APPOINTMENT OF COUNCIL'S REPRESENTATIVES

To appoint representatives to serve on the following statutory bodies and other organisations:

Organisation	Current Representatives
Access for the Disabled	Cllr Munn
Barnett's Wood Nature Reserve Steering Group.	Cllrs Ms Hill
Bloom Committee	Cllrs Blackwell, Elliott, and Ms Hill and local resident Diana Blackwell and Members from the community
Budget Working Group	Cllrs Francis, Poile and Harris.
Civic Awards	Cllr Ms Hill, Kinghorn and Poile
Christmas Lights	Cllrs Ms Hill, Kinghorn and resident Brian Hampton and Southborough St.
Communications Group	Cllrs Blackwell, Mrs Kinghorn, and Poile
Cycle Group	Cllrs Blackwell, Elliott, Munn and Poile with resident Bob Prance
Football Committee	Cllrs Elliott, Ms Hill, Poile and Club Members Glyn Turley and James Young and a representative from TWYFC

H.R. Sub Committee	Cllrs Blackwell, Elliott, Frances, Harris and Poile
Gallards Almshouses	Cllr Prance
K.A.L.C.	Cllr Hill
K.A.L.C Tunbridge Wells Area Committee.	Cllr Hill
Newsletter Committee	No councillors currently set up.
Southborough and High Brooms Neighbourhood Plan Working Group	Cllrs Lewis, Francis, Elliott, Munn Poile and residents N Woollett, M Borland, C Pidwell and M Dunn
SHDOFA	Cllrs Francis, and Prance



Tracy Kelly
Town Clerk
12 May 2023