**SOUTHBOROUGH TOWN COUNCIL**

Minutes of the Full Council Meeting of Southborough Town Council held on **Thursday 29th February 2024 at 7.00 pm** at the Southborough Civic Centre, 137 London Road, Southborough, Kent TN4 0NA.

**MEMBERS PRESENT:** Councillors Hill (Chair), Allen, Bullion, Elliott, Figgett, Francis, J Francis, Kinghorn, O Kinghorn, Lewis, Opara, Poile, Reeves (Deputy Chair), Spickett and Wharton.

**OFFICERS PRESENT:** Catherine Barrett (Assistant Clerk, Speldhurst Parish Council).

1. **APOLOGIES AND REASONS FOR ABSENCE**

Cllr Bridges – work commitments

Cllr Stewart – holiday

1. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS**

No member wished to declare an interest.

1. **PUBLIC OPEN SESSION**

There were no members of the press or public present.

1. **MINUTES**

The minutes of the Full Council Meeting held on the 14th of December 2023 were **AGREED** and signed as a correct record.

1. **COMMITTEE PROCEEDINGS**

Members **RESOLVED** to **APPROVE** the proceedings of the following committees:

Planning and Transportation 8th January and 5th February 2024

Open Spaces and Environment Committee 14th February 2024

Finance and General Purposes 18th January and 22nd February 2024

1. **TOWN MAYOR’S ENGAGEMENTS**

The Chair verbally updated Members of her recent engagements, including a number of Christmas events, which Members **NOTED**.

1. **COUNCILLOR RESIGNATION POLICY**

Cllr Reeves presented the policy and took questions from Members. After some discussion, it was **AGREED** that Cllr Reeves would make amendments to the policy and present the revised draft to Members at the next Finance and General Purposes committee meeting.

1. **CREATIVE TUNBRIDGE WELLS (CTW)**

Cllr Hill informed Members that Officers from Tunbridge Wells Borough Council (TWBC) and APPLAUSE RURAL who had been due to speak about CTW were now unable to attend.

1. **NEIGHBOURHOOD PLAN UPDATE**

The item was deferred.

1. **CONFIDENTIAL ITEMS**

It was 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 a resolution which shall give reasons for the public’s exclusion.”

These items are considered confidential for the following reasons(s):

Information relating to the financial and personnel affairs of the Council.

1. **Confidential Council and Committee Proceedings –** Members **RESOLVED** to **APPROVE** the following confidential minutes:

Full Council Meeting 14th December 2023

Open Spaces and Environment Committee 14th February 2024

Finance and General Purposes 18th January and 22nd February 2024

1. **Civic Awards –** Members **RESOLVED** to **APPROVE** the individual nominated for the Civic Award. This award would be presented by the Mayor at the Annual Town Meeting in April.
2. **Staff Recruitment – Members RESOLVED** to **APPROVE** that Cllr Reeves progress with the recruitment process as soon as the noted amendments had been made to the job description; this was likely to be early the following week.

**There being no further business, the Chair closed the meeting at 7.51 pm.**

**CHAIR**