

SOUTHBOROUGH TOWN COUNCIL

Town Clerk

Tel: (01892) 529176



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

Members to note that the Finance Officer will be in attendance from 6.30pm to go over his job role and to take any questions from Councillors prior to the commencement of Full Council. Please attend if possible.

19 April 2024

Dear Councillor

A meeting of Southborough Town Council will be held at the Southborough Civic Centre, 137, London Road, Southborough, Tunbridge Wells, Kent. TN4 0NA on **Thursday 25 April 2024 at 7.00 p.m.** at which your attendance is required.

All meetings and agenda are open to the public except where confidential information is being discussed. The agenda of the meeting will identify whether any meeting or part of the meeting is not open to the public and explain why.

Seating for the public will be allocated on a first come-first-serve basis and cannot be guaranteed. If you intend to attend the meeting in person, please advise the Finance Officer at Finance@southboroughcouncil.co.uk or call 01892 529176.

Members of the public may speak under the Public Open Session 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.

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 meetings held on the 28 March 2024 need to be agreed and signed as a correct record.

5. COMMITTEE PROCEEDINGS

To approve the proceedings of the following committees: -

Planning and Transportation	03 April 2024
Open Spaces and Environment Committee	04 April 2024
Finance and General Purposes	18 April 2024

6. TOWN MAYOR'S ENGAGEMENTS

The Chair will verbally update Members on their recent engagements.

7. CO-OPTION

Members to note that the Town Council has now been advised by TWBC that no election was/ has been requested. This means the Council can now follow the co-option process
Members to agree to advertise the vacancy due to a Councillors resignation.

8. SINKING FUND FOR CIVIC BUILDINGS

Members to note the previously supplied sinking fund charts for the Council and its tenants. Members to note. This will be reviewed again in one years' time. Members to agree the transfer of funds from the councils current account into the sinking fund account.

9. 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	28 March 2024
Open Spaces and Environment Committee	04 April 2024
Finance and General Purposes	18 April 2024


P Gosling
Deputy RFO
19 April 2024