

# AGENDA

## ANNUAL COUNCIL MEETING

Date: Wednesday, 20 May 2015

Time: 7.00 pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT

### RECORDING NOTICE

Please note: this meeting may be recorded.

At the start of the meeting the Chairman will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by entering the Chamber and speaking at Committee you are consenting to being recorded and to the possible use of those sound records for training purposes.

If you have any queries regarding this please contact Democratic Services.

Quorum = 16

---

	Pages
1. Prayers	
2. Apologies for absence	
3. Minutes	
To approve the Minutes of the Meeting held 18 February 2015 (Minute Nos. 495 - 511) as a correct record subject to an amendment to Minute No. 502 for the final sentence to start 'Against', not 'For'.	
4. Declarations of Interest	
Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.	
The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:	
(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and	

not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Director of Corporate Services as Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

5. Borough Council Elections - 7 May 2015

The Returning Officer will report the Councillors elected at the Borough Council elections held on 7 May 2015.

6. Appointment of Council Leader

To appoint the Leader and note the appointments of the Deputy Leader and membership of the Cabinet and the terms of reference for each portfolio for the municipal year 2015/16. (Report to follow).

7. Establishment of Committees and their Terms of Reference

To agree the Council's Committees and their terms of reference. (Report to follow).

8. Allocation of Committee Seats and Committee Appointments for 2015/16

To agree the allocation of Committee seats and appoint membership of Committees for the municipal year 2015/16. (Report to follow).

9. Borough Council Representation on Outside Bodies, Trusts administered by Swale Borough Council and Statutory Bodies

To confirm nominations for Borough Council representation on outside bodies, trusts administered by Swale Borough Council and statutory bodies. (Report to follow).

10. Confirmation of Timetable of Meetings for 2015/16

To note the timetable of meetings for the municipal year 2015/16.

**Issued on Monday, 11 May 2015**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Council, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

Corporate Services Director, Swale Borough Council,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT

This page is intentionally left blank

# Timetable of Meetings 2015/2016

Amended 21 April 2015

Meeting	Day	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016
Council	Wed	19, 20	17	29		23	21	25	16	27	17	16		17, 18
Cabinet	Wed	27		15		2	7	4	2	6 reserve	3	2		25
Cabinet Agenda Planning Meeting	Mon	11	29		17	21	19	23	14	18	15		11	
Audit Committee	Wed		10			30			9			9		
General Licensing Committee	Thu			Date TBC						21				
General Purposes Committee <sup>1</sup>														
Licensing Act 2003 Committee	Thu					10						3		
LDF Panel	Thu		18			17			3		11			
Planning Committee	Thu	21	11	2, 23	13,	3, 24	15	5, 26	17	14	4, 25	17	7, 28	19
Policy Development & Review Comm.	Wed		3	22		16	28	18		20	24			
Scrutiny Committee <sup>2</sup>	Wed		24	21 <sup>Tue</sup>		9	14	11		13 <sup>28<sup>Thur</sup></sup>	10	10 <sup>Thur</sup>		
Standards Committee <sup>3</sup>	Tue			14				10						
Swale JTB	Mon		8			7			7			7		
Swale Rural Forum	Tue	26			25			17			23			
<b>LEFs</b>														
Faversham	Tue		9			8			1		9			
Sheppey	Tue		2			15			8			8		
Sittingbourne	Tue		23			29			15			15		
<b>Other</b>														
Swale Public Services Board	Wed		3			9			9			9		
Member Training	Thu	14	4	16			1, 22	12, 19	10		18		14	
Swale Stars	Thu			9										
<b>Group Meetings</b>														
Conservative	Tue	11 <sup>Mon</sup>	16	7, 28		1 22	6, 20	3 24	14 <sup>Mon</sup>	5, 26	2 16	1 14 <sup>Mon</sup>		16 <sup>Mon</sup>
Labour	Mon	11	15, 29	20		1 <sup>Tue</sup>	5, 19	2, 23, 30	14	4, 25	1, 15, 29	14		16

Elections 5 May 2016; pre-election period commences 18 March 2016

<sup>1</sup> None scheduled at the moment (merged with Appointments Committee, with Appointments Committee as a Sub-Committee)

<sup>2</sup> 26 January 2016 - meeting for consideration of the budget (Cabinet Members invited to attend).

<sup>3</sup> Hearing Sub-Committees will be arranged as and when, similar to the arrangement of Licensing Sub-Committees.

This page is intentionally left blank