

Public Document Pack

Annual Council

MINUTES of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, ME10 3HT on Wednesday, 14 May 2025 from 7.00 pm - 9.27 pm.

PRESENT: Councillors Mike Baldock, Monique Bonney, Andy Booth, Hayden Brawn, Derek Carnell (Deputy Mayor), Ann Cavanagh, Lloyd Chapman, Shelley Cheesman, Roger Clark, Simon Clark, Alex Eyre, Charles Gibson, Tim Gibson, Kieran Golding, Alastair Gould, Angela Harrison, James Hunt, Carole Jackson, Elliott Jayes, Mark Last, Peter MacDonald, Peter Marchington, Claire Martin, Ben J Martin, Charlie Miller, Kieran Mishchuk, Lee-Anne Moore, Pete Neal, Tara Noe, Tom Nundy, Chris Palmer, Richard Palmer, Hannah Perkin, Ashley Shiel, Julien Speed, Paul Stephen, Sarah Stephen, Terry Thompson, Karen Watson (Mayor), Mike Whiting, Tony Winckless, Ashley Wise and Dolley Wooster.

PRESENT (VIRTUALLY): Councillors Lloyd Bowen and Mark Tucker.

OFFICERS PRESENT: Billy Attaway, Maria Clarke, Lisa Fillery, Robin Harris, Jo Millard, Larissa Reed and Philip Sutcliffe.

OFFICERS PRESENT (VIRTUALLY): Charlotte Hudson and Joanne Johnson.

APOLOGIES: Councillors Lloyd Bowen, Rich Lehmann and Mark Tucker.

1 **Emergency Evacuation Procedure**

The Mayor outlined the emergency evacuation procedure.

2 **Minutes**

The Minutes of the Full Council meeting held on 2 April 2025 (Minute Nos. 777 -778) were taken as read, approved and signed by the Mayor as a correct record.

3 **Declarations of Interest**

Councillor Claire Martin declared a non-pecuniary interest in Item 11 Borough Council Nominations to Outside Bodies and Trusts, as she was Chair of Bensted Charities.

4 **Appointment of Mayor**

The retiring Mayor advised that Councillor Karen Watson was nominated as Mayor elect at the Council meeting on 19 February 2025. On being put to the vote, Members voted to support the nomination, and it was resolved that Councillor Watson be elected Mayor for the civic year 2025 – 2026. Councillor Tim Gibson gave a speech to support the decision to elect Councillor Watson as Mayor, and Councillor Ashley Wise spoke to endorse the decision. The Mayor read and signed her Declaration of Acceptance of Office and was presented with a badge of office and flowers.

Resolved:

(1) *That Councillor Karen Watson be elected as Mayor for the Civic Year 2025 – 2026.*

5 **Forthcoming Mayoral Year**

Reverend David Ridley thanked Members for the help they gave to those in the community and he said a prayer and gave thanks to the outgoing mayor, Councillor Ben J Martin, to those that served Swale and finally to Councillor Watson, the incoming mayor.

The Mayor thanked Members for their help and support, paying particular thanks to the outgoing Mayor. She advised that the charities she would be supporting throughout her mayoral year were SATEDA and Cancer Research UK. The Mayor said she hoped her Mayoral year would be one of respect for others, community, unity, tolerance and joy and she said she would serve the residents and Council with her heart and soul. In return she asked for respect and dignity and for the code of conduct to be followed.

The Mayor announced that her consort for her civic year would be Mr Allan Watson and she called him forward to receive his consort's badge. The Mayor then announced her cadet for her Mayoral year would be Corporal Hayes from the Sheppey Squadron who was presented with a cadet's badge.

6 **Vote of Thanks to Retiring Mayor**

The Leader proposed a vote of thanks to the Retiring Mayor. Councillor Charles Gibson seconded the vote of thanks and on being put to the vote, Members agreed.

The Mayor presented the retiring Mayor with a civic shield, certificate, mayor's badge and flowers.

The retiring Mayor thanked the Mayor for her support during his mayoral year. He said he had attended 150 events, with the incoming Mayor a further 25 events and former Mayor Councillor Sarah Stephen had also attended an event on their behalf. He thanked the Civic team, Democratic Services, the Monitoring Officer and the Chief Executive.

The retiring Mayor referred to his first event as Mayor at the Mr Gay GB final on the Isle of Sheppey and his final event with the Mayor's Cycle Ride across France and Belgium the previous weekend. The retiring Mayor highlighted the return of Sittingbourne Carnival, the Swale Ladies Rugby day, and various other sporting events including tennis, sailing and rugby, in addition to dinner dances and carnival court selection events. The retiring Mayor referred to the visit by several Mayors to the Eastchurch Aviation Museum followed by fish and chips and entertainment at the Criterion Theatre, Sheerness. He thanked The Quay and Brenley Vineyard, both in Faversham, for their support over the civic year. Finally, the retiring Mayor presented a shield to the Mayor, a shield to his cadet Petty Officer Jayden Smith, a certificate and shield to The Quay, and a consort badge to his consort Justine Gringoire.

The retiring Mayor also presented a cheque for £4,500 to each of his charities, SATEDA and Lupus UK.

7 **Appointment of Deputy Mayor**

The Mayor announced that the decision to appoint a Deputy Mayor elect was taken at the Council meeting on 19 February 2025, and it was resolved that Councillor Derek Carnell be elected as Deputy Mayor for the civic year 2025 – 2026.

Councillor Sarah Stephen gave a speech in support which was seconded by Councillor Tom Nundy.

The Deputy Mayor read out and signed his Declaration of Acceptance of Office and was presented with his chain of office.

The Deputy Mayor thanked Members and announced that his consort would be Mrs Patricia Carnell who came forward and was presented with her Deputy Mayor's consort badge.

8 Urgent Item - Election of Leader

The Mayor announced she had used her discretion to bring forward Agenda Item 15 – Election of Leader.

The Chief Executive explained the process of electing the Leader and invited each Group Leader to nominate.

Councillor Tim Gibson nominated himself as Leader. The nomination was seconded by Councillor Wise

There were no other nominations and on being put to the vote Members agreed and the Mayor announced that Councillor Tim Gibson was the Leader of the Council for 2025/26.

Councillor Tim Gibson, Leader gave a short speech and announced that his Deputy Leader would be Councillor Wise.

9 Establishment of Committees and their Terms of Reference

In presenting the report, the Leader proposed the recommendation which was seconded by the Deputy Leader who reserved his right to speak.

The Mayor announced that two amendments, had been received within the deadline and these had been circulated to Members and published on the Council's website. She advised that two further amendments to the first amendment had been received, outside of the deadline but in accordance with procedure rule 3.1.16.4, she would allow the late amendments. At this point of the meeting, Councillor Alastair Gould requested a further late amendment to the amendment:

“To include the Climate Change committee” to the first amendment published that excluded the Climate Change committee in the title.

This was seconded by Councillor Terry Thompson.

The proposer and seconder of the of the first amendment, Councillors Elliott Jayes and Tom Nundy, agreed to include the amendment proposed by Councillor Gould in his amendment and Members accepted this.

Councillor Jayes then proposed the following altered amendment:

“Item 9 Establishment of Committees and their terms of reference - Responsibility for

function

- (i) Amend Environment and Climate Change Committee to be called Environment, Leisure and Climate Change Committee.*
- (ii) Move Cemeteries from Policy and Resources Committee to the Environment, Leisure and Climate Change Committee.*
- (iii) Move from Housing and Communities Committee to Environment and Leisure Committee:*
 - (a) Leisure and Sports;*
 - (b) Play area and outdoor fitness equipment;*
 - (c) Parking;*
 - (d) Heritage and conservation including closed churchyards.”*

Councillor Jayes said his amendment would assist the committees in working more efficiently and would align with Heads of Services.

In seconding the amendment, Councillor Nundy reserved his right to speak.

Before the first late amendment was proposed, the originator of the substantive motion agreed to a further alteration to include the late amendment originally proposed by Councillor Angela Harrison and seconded by Councillor Hayden Brawn, which was agreed by Members, and the amended proposal is set out below:

“Item 9 Establishment of Committees and their terms of reference - Responsibility for function:

- (i) Amend Environment and Climate Change Committee to be called Environment, Leisure and Climate Change Committee.*
- (ii) Move Cemeteries from Policy and Resources Committee to the Environment, Leisure and Climate Change Committee.*
- (iii) Amend Housing and Communities to be called Housing, Health and Communities and move from Housing, Health and Communities Committee to Environment and Leisure Committee:*
 - (e) Leisure and Sports;*
 - (f) Play area and outdoor fitness equipment;*
 - (g) Parking;*
 - (h) Heritage and conservation including closed churchyards.”*

Councillor Hannah Perkin then proposed her late amendment to the amendment as follows:

“Item 9 Establishment of Committees and their terms of reference - Responsibility for function

- Amend Environment and Climate Change Committee to be called Environmental services and Climate Change Committee.*
- Move Cemeteries from Policy and Resources Committee to Environmental services and Climate Change Committee.*
- Move from Housing, Health and Communities Committee to Environmental services and Climate Change Committee –*
 - c. Parking*

d. Heritage and conservation including closed churchyards.”

Councillor Perkin said that leisure, sport and play areas had always been key parts of health and well-being. She also referred to the significance of the Leisure Contract. In seconding the amendment, Councillor Harrison reserved her right to speak.

Members were invited to speak and made points including:

- It was important to include the word Leisure in the title of the committee and it was sensible that leisure was within Environmental services so that all aspects were included; and
- could not support the amendment to the amendment as the intention was to resource meetings efficiently.

Councillor Harrison referred to officer resource and reminded Members that the future intention was to reduce the numbers of committees further and she therefore expected there to be support for that proposal in the future. She said a key part of the Leisure Contract would be equalities and health and wellbeing and health and wellbeing fitted into all other services.

Councillor Jayes, the proposer of the substantive amendment said the purpose was to align Heads of Service with Committees.

On being put to the vote, Members agreed in favour of the amendment to the amendment.

A Member said bringing late amendments to Council was not an efficient way to deal with amendments and any changes should have been discussed outside of the meeting or at the Constitution working group.

Councillor Jayes then proposed the second amendment:

“To add a communication’s working group to sit under the Policy and Resources Committee”

He said that Swale Borough Council (SBC) were on the right track to improve its communication and a quarterly check-in with one member from each group and the Communications team should deliver a better service for residents.

In seconding the amendment, Councillor Nundy reserved his right to speak.

Members were invited to debate the amendment and made comments including:

- Spoke in support as it would improve communications;
- said that under the constitution, Service Committees should appoint sub-committees;
- thanked the Communications team for the work, particularly out of hours, they already did;
- Policy and Resources were responsible for setting up the working group; and
- referred to the Customer Access Strategy.

Councillor Nundy said Communications were good but it could be better and Members

could feed into the type of communications that did go out through a working group.

On being put to the vote Members voted against the amendment.

The Deputy Leader then seconded the substantive motion as amended.

Members then voted and approved the amended recommendation.

Resolved:

(1) That the Committees of the Council for the Municipal Year 2025/26 be established and their terms of reference be agreed as set out in Appendix I subject to the following amendments:

(a) That the Environment and Climate Change Committee be known as the Environmental Services and Climate Change Committee;

(b) That the Housing and Health Committee be called Housing, Health and Communities Committee; and

(c) That under Responsibility for function, cemeteries be moved from Policy and Resources Committee to Environmental Services and Climate change Committee and (c) Parking and (d) Heritage and conservation including closed churchyards be moved from Housing, Health and Communities Committee to Environmental Services and Climate Change Committee.

10 Allocation of Committee Seats and Committee Appointments 2025/26

The Mayor confirmed with Members they had seen the appendices.

The Chief Executive explained the impact the updated political balance would have on seat numbers for individual groups.

There was a discussion on nominations for representatives to sit on the Joint Transportation Board.

The Leader proposed the recommendations which were seconded by the Deputy Leader.

Members confirmed their nominations for committees.

Resolved:

(1) That the political balance calculation as set out in Appendix 1 be agreed.

(2) That seats to those Committees and appointment of Members to those Committees, in accordance with the wishes of Group Leaders as set out in Appendix III be allocated and agreed.

(3) That Group's nominations for Swale's membership of the Joint Transportation Board as set out in Appendix III be agreed.

11 Borough Council Nominations to Outside Bodies and Trusts Administered by Swale Borough Council and Statutory Bodies

The Mayor said the Borough Council Nominations to Outside Bodies and Trusts were set out on Appendix III, which had been published on the Council's website and circulated to Members. The Leader proposed the recommendations which were seconded by the Deputy Leader.

A Member sought clarification on vacancies.

The Mayor explained the voting procedure in respect of those outside bodies that still required vacancies:

- Citizens Advice Services Swale;
- Faversham Swimming Pools Management Committee;
- Kent and Medway Police and Crime Panel;
- Kent Downs National Landscape Joint Advisory Committee;
- Lower Medway Internal Drainage Board;
- Oare Gunpowder Works Advisory Group; and
- PATROL Adjudication Joint Committee (Parking and Traffic Regulations Outside London).

Nominations to vacant seats were made and Members agreed the vacancies.

Upon being put to the vote, Members agreed the recommendation.

The complete list of outside bodies appointments are attached as Appendix III to these minutes.

Resolved:

(1) That the Borough Council representation on outside bodies and trusts administered by SBC and statutory bodies be as set out in Appendix III to these minutes.

12 Timetable of Meetings

The Leader introduced the report and proposed the recommendation which was seconded by the Deputy Leader who reserved his right to speak.

The Mayor announced that an amendment had been received which had been circulated to Members and published on the Council's website and she invited Councillor Jayes to propose the amendment as follows:

"That the budget Council meeting be moved to the reserve date of 23 February 2026 and the reserve date be moved to 25 February 2026."

Councillor Jayes said no meetings, but particularly, the budget Council meeting should be held in school half term because officers and Members with families would want to spend as much time with their families as possible. He added that his proposal would ensure the highest possible attendance at the most important meeting of the year.

In seconding the proposal, Councillor Nundy reserved his right to speak.

Before inviting Members to speak, the Mayor advised Members that the Section 151 Officer was unavailable for the week commencing 23 February 2026.

Members made points including:

- Was not in favour of delaying the budget meeting further;
- could not support if the Section 151 Officer was unavailable for the meeting;
- moving the meeting back led to shorter timescales so could not support;
- all Members were consulted on the draft timetable of meetings and if there were no comments, the expectation was there were no issues;
- changes should not be suggested so late;
- everyone should have checked dates when the provisional timetable was shared;
- encouraged that for future planning school holiday dates to be checked before setting the timetable; and
- not all schools operated the same school holiday dates and could not be relied upon not to change.

The seconder of the motion, Councillor Nundy said the Section 151 Officer's attendance at the meeting was vital.

In response to a suggestion to move the meeting to an alternative date the following week, the Chief Executive advised that whilst the Section 151 Officer would not be available, the Deputy Section 151 Officer would be available.

Councillor Jayes acknowledged that in arranging meetings dates, all other half terms had been avoided.

On being put to the vote, Members voted against the amendment.

Resolved:

(1) That the timetable of meetings for the 2025/26 municipal year be noted.

13 Exclusion of Press and Public

It was not necessary to seek the exclusion of the press and public as Item 15 was withdrawn from the Agenda.

14 Waiver of six-month Councillor attendance rule

This item was withdrawn from the Agenda.

15 Adjournment

The meeting was adjourned from 7.45 pm until 7.55 pm.

Chair

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All minutes are draft until agreed at the next meeting of the Committee/Panel

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PART 2 – RESPONSIBILITY FOR FUNCTIONS

2.0 Introduction

The Local Government Act 1972 (as amended) sets out the arrangements authorities can make for the discharge of their functions. Authorities may discharge their functions through Committees, Subcommittees, etc. There is no power to delegate Council functions to an individual Member, but powers can be delegated to an Officer in consultation with a Member.

2.1 Functions of Full Council

2.1.1 The following functions are the responsibility of the Full Council and will be discharged by the Full Council unless specifically delegated to another Committee, Subcommittee, body or Officer elsewhere in this Constitution:

- a) to adopt and approve the budget and any amendments to it which cannot be made by other bodies pursuant to the Financial Regulations;
- b) to adopt and amend any policies reserved to Full Council by law or this constitution;
- c) to adopt and amend the Constitution;
- d) to appoint the Mayor and Deputy Mayor;
- e) to elect the non-executive Leader of the Council;
- f) to make appointments to Committees;
- g) to make appointments to outside bodies;
- h) to nominate directors of any companies in which the Council has shares or owns wholly or partly, where the Council has a right to nominate directors;
- i) to change the name of the area;
- j) to confer the title of Honorary Alderman/Alderwoman or Freeman of the Borough;
- k) to adopt the Codes of Conduct for Members and Officers;
- l) to adopt a Members' Allowances Scheme, after considering the report of the Independent Members' Allowances Panel;

- m) to appoint or dismiss the Head of Paid Service and Returning Officer, the Monitoring Officer or the Section 151 Officer;
- n) to resolve any matters requiring Member involvement, relating to local elections, electoral registration, revisions of electoral boundaries, orders in respect of parishes and related matters pertaining to the Borough or Parish Councils;
- o) to make, amend, revoke, re-enact or adopt bylaws and promote or oppose the making of local legislation or personal Bills; and
- p) all other matters which, by law, must be reserved to Council.

2.2 Committees of the Council

2.2.1 Policy and Resources Committee

Membership and functions of the Policy and Resources Committee

2.2.1.1 The Policy and Resources Committee shall be comprised of 15 members of the Council.

2.2.1.2 The functions of the Committee are:

- i. to propose an annual revenue budget, capital budget, medium-term financial plan, and schedule of fees and charges to Council;
- ii. to coordinate the development of the Council's strategy and policy across service committees, and to adopt strategies and policies, where appropriate based on proposals from other service committees;
- iii. to propose to Council the strategies and policies the adoption of which is reserved to Council;
- iv. to maintain strategic oversight of all Council services, including oversight of resources, performance and risks;
- v. to exercise and delegate authority on behalf of the Council over all non-regulatory matters falling within the Committee's area of responsibility;
- vi. to exercise and delegate authority on behalf of the Council over all non-regulatory matters which fall within the area of responsibility of multiple service committees, or to determine which service committee should exercise or delegate such authority;
- vii. to commission, procure and manage external contractors on matters falling within the Committee's area of responsibility, and to maintain strategic oversight of the Council's commissioning and procurement processes;

- viii. to oversee the Council's relationships with partner organisations, and involvement in formal and informal partnerships, in matters falling within the committee's area of responsibility, including strategic relationships with government and Kent County Council;
- ix. to receive, and optionally to give effect to, recommendations from other Service Committees and from Subcommittees of the Policy and Resources Committee; and
- x. To consider amendments to the Constitution and to make recommendations on amendments or changes to Full Council.

2.2.1.3 The areas of responsibility of the Policy and Resources Committee are:

- i. corporate strategy and corporate plan;
- ii. development of annual budget and medium-term financial plan;
- iii. overall budget management;
- iv. overall risk management;
- v. overall performance management;
- vi. organisational health and safety;
- vii. customer services, including oversight of service-related complaint handling;
- viii. communications including website;
- ix. transformation and digitisation;
- x. commissioning and procurement systems and processes;
- xi. revenues and benefits, including council tax collection and council tax support;
- xii. corporate services including all Mid-Kent Services functions;
- xiii. members' and officers' learning and development;
- xiv. equality and diversity;
- xv. resilience, including emergency planning and business continuity; and
- xvi. all matters relating to the Council's responsibilities as an employer.

Subcommittees and Working Groups

2.2.1.4 The Policy and Resources Committee may establish such subcommittees and/or working groups as it requires and may set the terms of reference and membership of those subcommittees and working groups. It shall also have the following subcommittees each comprised of 7 members of the

Committee who have received appropriate training on the conducting of hearings and employment:

Appointments Subcommittee

2.2.1.5 The functions of the Appointments Subcommittee shall be to:

- i. agree the appointments of Directors of the Council/Shared Services; and
- ii. make recommendations to Full Council on the appointments of the Head of Paid Service, Monitoring Officer and Section 151 Officer.

Investigation and Disciplinary Subcommittee

2.2.1.6 The function of this Subcommittee shall be to consider any disciplinary action against one of the Council's statutory officers, the Head of Paid Service, Monitoring Officer or the section 151 Officer. The powers of the Subcommittee shall include, in accordance with the Employment Procedure Rules to;

- i. suspend a statutory officer;
- ii. appoint an investigating officer to carry out a disciplinary investigation in respect of a statutory officer;
- iii. conduct a disciplinary hearing;
- iv. recommend to Council the dismissal of a statutory officer; and
- v. determine disciplinary action short of dismissal in respect of a statutory officer.

Statutory Officers Disciplinary Appeals Subcommittee

2.2.1.7 The function of this Subcommittee shall be to hear any disciplinary appeals brought by a statutory officers on any disciplinary sanction short of dismissal. No member may sit on the Appeals Subcommittee on a case which has been considered by them as a member of the Investigation and Disciplinary Subcommittee.

Planning and Transportation Policy Working Group

2.2.1.8 The Policy and Resources Committee shall establish a working group to make recommendations to it on the following areas:

- i. The development of planning policy including policies forming the local plan for recommendation to Council;
- ii. Section 106 and community infrastructure levy;
- iii. building and development control;

- iv. transport; and
- iv land charges.

2.3 Service Committees

2.3.1 Membership and functions of all service committees

2.3.1.1 All service committees shall be comprised of 15 members of the Council.

2.3.1.2 All of the service committees shall exercise the following functions within their areas of responsibility:

- i. to exercise and delegate authority on behalf of the Council over all non-regulatory matters falling wholly within the committee's area of responsibility;
- ii. to provide strategic oversight of Council services falling within the committee's area of responsibility, including oversight of resources and performance;
- iii. to commission, procure and manage external contractors on matters falling within the committee's area of responsibility;
- iv. to oversee Council relationships with partner organisations, and involvement in formal and informal partnerships, in matters falling within the committee's area of responsibility;
- v. to make recommendations to the Policy and Resources Committee on policies, strategies, budgets, fees and charges concerning services and other matters falling within the committee's area of responsibility; and
- vi. to appoint and oversee the work of any subcommittees.
- vii. To note reports presented to the committee. Items for noting will be tabled at the beginning of the agenda. The Chair will list the items for noting and any member may request that an item is discussed.

2.3.2 The areas of responsibility of the Environmental Services and Climate Change Committee are:

- i. Refuse collection and recycling;
- ii. Street Cleansing;
- iii. Climate and ecological emergency;
- iv. Air quality;
- v. Active travel;
- vi. Environmental response, including fly-tipping, animal welfare, littering and illegal encampments;

- vii. Environmental health, including management of public health and safety risks, contaminated land, and pollution control;
- viii. Green spaces, open spaces and grounds maintenance;
- ix. Cemeteries;
- x. Parking;
- xi. Heritage and conservation, including closed churchyards;
- xii. Flooding, sea defences and coastal protection; and
- xiii. Public conveniences.

2.3.3 The areas of responsibility of the Economy and Property Committee are:

- i. Regeneration;
- ii. economic development;
- iii. town centres and markets;
- iv. visitor economy;
- v. property asset management, including beach huts;
- vi. learning and skills; and
- vii. sea fronts, harbours and quays.

2.3.4 The areas of responsibility of the Housing, Health and Communities Committee are:

- i. Inclusivity and tackling disadvantage;
- ii. Crime, disorder and antisocial behaviour;
- iii. CCTV;
- iv. Culture;
- v. Leisure and sport;
- vi. Play areas and outdoor fitness equipment;
- vii. Voluntary and community sector;
- viii. Liaison with town and parish councils;
- ix. To act as the Council's crime and disorder (overview and scrutiny) committee for the purposes of and with the powers set out in the Police and Justice Act 2006, the Local Government and Public Involvement in Health Act 2007 and any regulations made under those Acts;
- x. Housing advice, homelessness prevention and housing register;
- xi. Affordable and social housing;
- xii. Disabled facilities grants, home improvements and Staying Put;
- xiii. Empty dwellings;
- xiv. Private-sector housing support and enforcement;
- xv. Health inequalities;

- xvi. Liaison with public health, health providers and adult social care;
- xvii. Children and young people, including liaison with children's services; and
- xviii. Child and vulnerable adult safeguarding.

2.3.5 Subcommittees and Working Groups

- 2.3.5.1 Service committees may set up subcommittees and/or working groups. The subcommittees will have decision making powers where these are delegated to them by the Committee. The subcommittees may make recommendations to the whole committee on particular elements of the area of responsibility of the committee.
- 2.3.5.2 The Housing, Health and Communities Committee shall have a Subcommittee called the Swale Rainbow Homes Shareholder Representation Subcommittee which shall be made up of members who have received appropriate training. This shall make decisions in respect of the Council's role as shareholder of Swale Rainbow Homes.
- 2.3.5.3 Any Subcommittee or Working Group must report to the Service Committee and its membership will be set by the Service Committee. The membership of a Subcommittee must be drawn from the parent committee but the membership of a working group need not do. The political balance rules and access to information rules will not apply to any working groups but they will operate in an open and transparent way and membership will be drawn from members who are from different political groups on the Council. Where a working group is to be supported by officers the Chief Executive will be consulted before it is established.

2.4 Other Committees

2.4.1 Audit Committee

- 2.4.1.1 The Audit Committee shall comprise of 9 members of the Council.
- 2.4.1.2 The purpose of the Audit Committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and nonfinancial performance to the extent that it affects the authority's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

2.4.1.3 The Audit Committee has responsibility for:

Audit Activity

- i. To consider the Head of Audit Partnership's annual report and opinion, and a summary of audit activity (actual and proposed) and the level of assurance it can give over the council's governance arrangements, and any report from Internal Audit on agreed recommendations not implemented within a reasonable timescale;
- ii. To consider reports dealing with the management and performance of Internal Audit Services, including consideration and endorsement of Internal Audit Plans;
- iii. To consider the external auditor's annual letter, the report to those charged with governance, and any specific reports as agreed with the external auditor;
- iv. To oversee the appointment of the Council's external auditor, comment on the scope and depth of external audit work and ensure that it gives value for money;

Regulatory Framework

- v. To review any issue referred to it by the Chief Executive or the Director or any Council body;
- vi. To monitor the effective development and operation of risk management and corporate governance in the Council;
- vii. To monitor council policies on 'Whistleblowing' and the 'Antifraud and Corruption Strategy';
- viii. To consider and comment on the authority's Annual Governance Statement and agree its adoption as part of the
- ix. approval of the annual accounts;
- x. To consider the Council's arrangements for governance and whether adequate safeguards are in place to secure compliance with its own and other published standards and controls and best practice;

Accounts

- xi. To review and approve the annual statement of accounts. Specifically, to consider whether there are concerns arising from the financial statement or from the audit that need to be brought to the attention of the Policy and Resources Committee or the Council;
- xii. To consider the external auditor's report to those charged with governance on issues from the audit of the accounts;

- xiii. To be responsible for ensuring effective scrutiny of the treasury management strategy and policies (Note: Council is responsible for adopting the Treasury Management strategy and policy); and

Reporting

- xiv. To present an annual report to the Council providing assurance that the responsibilities of the Committee have been met.

2.4.2 Urgent Decisions Committee

2.4.2.1 The Committee shall comprise of 7 Members of the Council, to include the Group Leaders subject to political balance rules.

2.4.2.2 The Committee shall have responsibility for exercising the functions of Full Council, if necessary, in cases where it is not possible to call a Full Council meeting, subject to a full report to the next available meeting of Full Council for information.

2.4.3 Licensing Committee

2.4.3.1 The Licensing Committee shall comprise of 15 members of the Council.

2.4.3.2 The Committee shall have responsibility for:

- i. To review and make recommendations to Policy and Resources Committee and thereafter full Council upon policy in relation to licensing matters under the Licensing Act 2003 and the statement of licensing policy;
- ii. To discharge the Council's functions as a Licensing Authority under the Licensing Act 2003, within agreed policy;
- v. To arrange for the discharge of any of the licensing functions exercisable by the Committee to an Officer of the Licensing Authority subject to the limitations set out in Section 10(4) of the Licensing Act 2003;
- vi. To review and make recommendations to Policy and Resources Committee and thereafter full Council upon policy in relation to licensing matters under the Gambling Act 2005 and the statement principles;

- vii. To discharge the Council's functions as a Licensing Authority under the Gambling Act 2005, within agreed policy;
- viii. To arrange for the delegation of any of the licensing functions exercisable by the Committee to an Officer of the Licensing Authority subject to the limitations set out in Section 154 of the Gambling Act 2005;

General Licensing Matters

- ix. To make recommendations to Policy and Resources Committee on any matters of licensing policy;
- x. To review and make decisions in accordance with Council policy in licensing matters under the Local Government (Miscellaneous Provisions) Act 1982 Schedule 3 (Sex Establishments) and Schedule 4 (Street Trading) and the statement of principles;
- xi. to discharge the Council's functions as a Licensing Authority under the Local Government (Miscellaneous Provisions) Act 1982, within agreed policies;
- xii. To arrange for the delegation of any of the licensing functions exercisable by the Committee to an officer of the Licensing Authority subject to the limitations set out in Schedule 3 and Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982;
- xiii. To discharge all licensing functions of the Council not reserved to Full Council;
- xiv. To exercise the Council's functions under any of the relevant statutory provisions relating to Health and Safety at Work etc. Act 1974, as far as they are the responsibility of the Council; and
- xv. To make decisions on matters relating to the Council's responsibilities in respect of Hackney Carriage and Private Hire Vehicles and Drivers.

- 2.4.3. The Licensing Committee shall have a Licensing Act Subcommittee and a General Licensing Subcommittee each comprised of 3 members of the Committee.

2.4.3.1 The Licensing Act Subcommittee shall have responsibility for:

Licensing Act 2003

- i. Application for a personal licence if any objection is made;
- ii. Application for a personal licence where a person has any unspent convictions;
- iii. Application for a premises/club premises licence if a representation is made;
- iv. Application for a provisional statement if representation is made;
- v. Application to vary the DPS if the police object;
- vi. Application for the transfer of premises licence if the police object;
- vii. Application for interim authority if the police object;
- viii. Application to review a premises/club premises licence
- ix. Decision to object when the Councils a consultee and not the Licensing Authority; and
- x. 10. Application for a temporary event notice when the police object.

Gambling Act

- xi. Application for a premises licence where representations have been received;
- xii. Application to vary a premises licence where representations have been received;
- xiii. Application to transfer a licence where representations have been received;
- xiv. Application for a provisional statement where representations have been received;
- xv. Review of a premises licence;
- xvi. Application for club gaming machine permits where representations have been received;
- xvii. Cancellation of a club gaming machine permit; and
- xviii. Application for more than 4 gaming machine permits in a licensed premises.

2.4.3.2 The General Licensing Subcommittee shall have responsibility for making decisions about individual licensing matters and appeals where not otherwise delegated to the Head of Environment and Leisure Services or the Head of Housing and Community Services.

2.4.3.3 The Licensing Committee shall have a General Licensing Act Sub-Committee comprising 3 members of the Council who have received training on the relevant areas of licensing law.

2.4.4 Planning Committee

2.4.4.1 The Planning Committee shall be comprised of 17 members of the Council who have received appropriate training on planning.

2.4.4.2 The Committee shall have responsibility for making decisions under the Town and Country Planning Act 1990 (as amended) and Planning (Listed Buildings and Conservation Areas) Act 1990, including:

- i. The granting of permissions, or approvals;
- ii. Refusals of permissions;
- iii. Applications for listed building and conservation area consent;
- iv. Resolution to make and confirm tree preservation orders;
- v. Orders under Section 215 relating to maintenance of waste land and resolution to prosecute for noncompliance with an order;
- vi. Resolution to serve enforcement notices and listed building enforcement notices and service of "stop notices", or resolution to prosecute in the case of failure to comply with any type of confirmed order;
- vii. Resolution to serve a repairs notice and to carry out urgent works to preserve listed buildings under Sections 48 and 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990;
- viii. Resolution to prosecute for the unauthorised display of advertisements.
- ix. Agreements under Section 106 of the Town and Country Planning Act 1990 (as amended);
- x. Notices under Section 79 of the Building Act 1984;
- xi. To respond to consultations on any planning applications to be carried out by and/or determined by other Authorities, Agencies or Government Departments;

- xii. The determination of applications for development to be carried out by the Council;
- xiii. To resolve to make an Article 4 Direction;
- xiv. To resolve to make an 'Area of Special Control' under the Advertisement Regulations;
- xv. To resolve to secure the preservation of a building under Sections 3 and 4 of the Planning (Listed Buildings and Conservation Areas) Act 1990 or such other relevant legislation as may be enacted thereafter;
- xvi. To resolve to revoke a planning permission;
- xvii. To resolve to accept a Purchase Notice;
- xviii. To resolve to serve a discontinuance order;
- xix. To determine other related planning matters including conservation, tree preservation, advertisement control, building preservation and functions the subject of agency.

NOTE

- A. that in cases where the Committee is minded to make a decision that would be contrary to officer recommendation and contrary to policy and/or guidance, the Chair should invite the Head of Planning to request the Committee to consider if the application should be deferred to the next meeting of the Committee or if there should be a short adjournment for Officers to consider the views of the Planning Committee and to give further advice.
- B. that in cases where the Committee determines an application contrary to officer recommendation a full record should be made of the reasons for rejecting the recommendation.

2.4.4.3 The Committee shall have a Working Group called the Planning Committee Site Visits Group. It shall be comprised of members of the committee and ward councillors will be invited to attend. Its responsibility will be to visit sites the subject of planning applications, as directed by the Planning Committee,

and report back to the subsequent meeting Planning Committee. See Planning Committee Procedural Rules in Part 3 of this Constitution.

2.4.5 Standards Committee

2.4.5.1 The Committee shall be comprised of 11 members of the Council plus three non-voting co-opted Parish representatives.

2.4.5.2 The Committee shall have the following responsibilities:

- i. to promote and maintain high standards of conduct by Members and co-opted members of the authority and Parish Councils within the Borough;
- ii. to recommend to Full Council for adoption a code dealing with the conduct that is expected of members and co-opted members of the Council when they are acting in that capacity;
- iii. to monitor and review the Code of Conduct as appropriate to ensure it is consistent with the following principles: selflessness, integrity, objectivity, accountability, openness, honesty and leadership;
- iv. to ensure that the Code of Conduct includes the provision that the authority considers appropriate in respect of the registration in its register, and disclosure, of (a) pecuniary interests, and (b) interests other than pecuniary interests which the Council thinks appropriate;
- v. to put in place arrangements under which allegations can be investigated and decisions on allegations can be made. Such arrangements to include provision for the appointment by the authority of at least one independent person and to cover Parish Councils in the Borough;
- vi. to consider applications for the grant of dispensations in accordance with the provisions contained within S.33 (b) (c) and (d) of the Localism Act 2011; and
- vii. to set the allowances and expenses for the Independent Person.

2.4.5.3 The Committee shall have a Subcommittee called the Standards Hearing Panel.

2.4.5.4 The Standards Hearing Panel shall be comprised of 3 members of the Committee who have received appropriate training on the conducting of hearings.

2.4.5.5 The Standards Hearing Panel shall have the following responsibilities:

- i. to consider any matter referred for investigation in accordance with the arrangements adopted by the Council for considering any allegation that a member or co-opted member of the Council or a Parish Council in the Borough has failed to comply with the Code of conduct; and
- ii. to conduct a hearing and decide whether a member has failed to comply with the Code of Conduct and, if so determine what action(s) to take in accordance with the Council's arrangements

2.5 Area Committees

2.5.1 The purpose of area committees is to enhance the quality of life and of council services in the relevant area and to bring greater local insight to bear in council decision-making.

2.5.2 The Membership of each Area Committee shall include all ward members in the area. Area committee boundaries will align with ward boundaries. Substitute Members are not permitted on Area Committees.

2.5.3 There shall be Area Committees for the following areas;

- i. Eastern (Abbey; Boughton and Courtenay; East Downs; Priory; St Ann's; Teynham and Lynsted; Watling). 12 Members (quorum: four Members);
- ii. Sheppey (Minster Cliffs; Queenborough and Halfway; Sheerness; Sheppey Central; Sheppey East). 14 Members (quorum: five Members);
- iii. Sittingbourne (Chalkwell; Homewood; Kemsley; Milton Regis; Murston; Roman). 11 Members (quorum: four Members);
- iv. Western (Bobbing, Iwade and Lower Halstow; Borden and Grove Park; Hartlip, Newington and Upchurch; The Meads; Woodstock; West Downs). 10 Members (quorum: three Members).

2.5.4. The Area Committees shall have the following responsibilities:

- i. develop a work programme to enhance core services within the area and take a report to council on an annual basis to provide an update on progress;
- ii. agree spending decisions in relation to specific funding allocated to members of the Committee;
- iii. provide area intelligence to the Policy and Resources Committee and heads of service, and assist with policy development on relevant matters; and
- iii. make recommendations to Full Council, Policy and Resources Committee or any Service Committee on issues in the committee's area and respond to any other specific matter referred to it by Full Council, a committee or a senior council officer.

2.6 Joint Arrangements

- 2.6.1 Kent Resource Partnership: Swale representative appointed by the Environment Committee.
- 2.6.2 South Thames Gateway Building Control Joint Committee: Swale representative appointed by the Policy and Resources Committee.

Political Balance Calculations

Group	Labour	Conservative			SIA			Lib Dem			Reform			Green						Total	Ungrouped Member (Independent)	TOTAL Members							
Number of Members	15	10			8			5			5			3						46	1	47							
Overall proportionality	33%	22%			17%			11%			11%			7%						100%									
Total entitlement	38.8043	25.8696			20.6957			12.9348			12.9348			7.7609						119	0	0							
Total rounded entitlement	39	26			21			13			13			8						120	0	0							
	Size	Strict Entitlement	Rounded Allocation	Rounding Adjustment	Strict Entitlement	Rounded Allocation	Rounding Adjustment	proposed allocation	Strict Entitlement	Rounded Allocation	Rounding Adjustment	proposed allocation	Strict Entitlement	Rounded Allocation	Rounding Adjustment	proposed allocation	Strict Entitlement	Rounded Allocation	Rounding Adjustment	proposed allocation	Strict Entitlement	Rounded Total	Proposed allocation						
Service Committees																													
Policy and Resources	15	4.8913	5	5	3.2609	3		3	2.6087	3	-1	2	1.6304	2		2	1.6304	2		2	0.9783	1	1	15	16	15			
Economy and Property	15	4.8913	5	5	3.2609	3		3	2.6087	3		3	1.6304	2	-1	1	1.6304	2		2	0.9783	1	1	15	16	15			
Environment & Climate Change	15	4.8913	5	5	3.2609	3		3	2.6087	3		3	1.6304	2		2	1.6304	2	-1	1	0.9783	1	1	15	16	15			
Housing and Communities	15	4.8913	5	5	3.2609	3		3	2.6087	3		3	1.6304	2		2	1.6304	2	-1	1	0.9783	1	1	15	16	15			
Regulatory Committees																													
Licensing	15	4.8913	5	5	3.2609	3	1	4	2.6087	3	-1	2	1.6304	2	-1	1	1.6304	2		2	0.9783	1	1	15	16	15			
Planning	17	5.5435	6	-1	5	3.6957	4	4	2.9565	3		3	1.8478	2		2	1.8478	2		2	1.1087	1	1	17	18	17			
Other Committees																													
Audit	9	2.9348	3	3	1.9565	2		2	1.5652	2	-1	1	0.9783	1		1	0.9783	1		1	0.5870	1	1	9	10	9			
Standards	11	3.5870	4	4	2.3913	2		2	1.9130	2		2	1.1957	1		1	1.1957	1		1	0.7174	1	1	11	11	11			
Urgent Decisions	7	2.2826	2	2	1.5217	2		2	1.2174	1		1	0.7609	1		1	0.7609	1		1	0.4565	0	0	7	7	7			
Transfers required							1	1			-3	-3			-2	-2			-2	-2			0		-6				
Total Seats		119	38.8043	40	-1	39	25.8696	25	1	26	20.6957	23	-3	20	12.9348	15	-4	13	12.9348	15	-4	13	7.7609	8	0	8	119	126	119
Overall rounded total			39.00	0	39	26.00		26	21.00		-1	20	13.00			13	13.00			13	8.00		0	8			119		
Rounding Adjustment required																													

Groups will need to negotiate with each other on amending the allocation of seats.

Rounded allocation is the rounding per committee

Rounded adjustment is the rounding per committee and may not give the correct total entitlement for each party which is subject to negoatiation between groups as the rounded figure gives a total of 126 seats and there are only 119 seats available

Rounding adjust shows the adjustment required.

Labour lose a seat on Planning Committee.

Conservative to gain a seat. This seat to be given based on committee with a shortfall.

SIA to lose three seats across Audit, Licensing, Policy and Resources, Economy and Property, Environment and Climate Change, Housing and Communities.

Lib Dems and Reform UK to lose 2 seats across Audit, Licensing, Policy and Resources, Economy and Property, Environment and Climate Change, Housing and Communities. Both parties cannot lose a seat on the same 2 committees.

Once all adjustments are included the proposed allocation should add up to 119 seats and will form the proposal to council

Please note:

*Individual Members may not sit on both the Investigation and Disciplinary Sub-Committee and Statutory Officers Disciplinary Appeals Sub-Committee.

Committees can establish Sub-Committees during the course of the year, with the number of members determined by the parent Committee.

As long as the membership of the Sub-Committees is broadly balanced, the total entitlement of seats will be unaffected. This will also apply to the Swale Rainbow Homes Shareholder Representation Sub-Committee, the membership of which is to be determined by the Housing and Health Committee.

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MEMBERSHIP OF COUNCIL COMMITTEES

Service Committees

Policy and Resources Committee

Membership = 15 Quorum = 5

Labour (5)	Tim Gibson Angela Harrison Mark Last Ashley Wise Dolley Wooster
Conservative (3)	Lloyd Bowen James Hunt Julien Speed
The Swale Independents Alliance (3)	Mike Baldock Elliott Jayes
Liberal Democrats (2)	Charles Gibson Ben J Martin
Reform UK (2)	Kieran Mishchuk Richard Palmer
Green Party (1)	Rich Lehmann
Independent (0)	

Economy & Property Committee

Membership = 15 Quorum = 5

Labour (5)	Hayden Brawn Ann Cavanagh Simon Clark Shelley Cheesman Ashley Wise
Conservative (3)	Peter Marchington Lee-Anne Moore Mark Tucker
The Swale Independents Alliance (3)	Monique Bonney Carrie Pollard Sarah Stephen
Reform UK (2)	Kieran Mishchuk Richard Palmer
Liberal Democrats (1)	Alex Eyre
Green Party (1)	Terry Thompson
Independent (0)	

Environmental Services & Climate Change Committee

Membership = 15 Quorum = 5

Labour (5)	Shelley Cheesman
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	Carole Jackson Charlie Miller Ashley Shiel Dolley Wooster
Conservative (3)	Peter Marchington Pete Neal Julien Speed
The Swale Independents Alliance (3)	Elliott Jayes Paul Stephen Sarah Stephen
Liberal Democrats (2)	Alex Eyre Claire Martin
Reform UK (1)	Chris Palmer
Green Party (1)	Rich Lehmann
Independent (0)	

Housing and Communities Committee

The Swale Rainbow Homes Shareholder Representation Sub-Committee to be formed from within the Housing and Health Committee membership.

Membership = 15 Quorum = 5

Labour (5)	Hayden Brawn Ann Cavanagh Angela Harrison Kieran Golding Karen Watson
Conservative (3)	Lloyd Bowen Peter Marchington Pete Neal
The Swale Independents Alliance (3)	Derek Carnell Tom Nundy Carrie Pollard
Liberal Democrats (2)	Ben J Martin Hannah Perkin
Reform UK (1)	Peter MacDonald
Green Party (1)	Alastair Gould
Independent (0)	

Subcommittees and Working Groups

Planning and Transportation Policy

Membership = 11 Quorum = 3

Membership to be agreed at Policy and Resources Committee meeting in June 2025.

Regulatory Committees

Licensing Committee

Membership = 15 Quorum = 5

Licensing Act Sub-Committee and General Licensing Sub-Committee membership to be formed from within the Licensing Committee membership.

Labour (5)	Simon Clark Carole Jackson Mark Last Charlie Miller Tony Winckless
Conservative (4)	Peter Marchington Lee-Anne Moore Tara Noe Mark Tucker
The Swale Independents Alliance (2)	Derek Carnell Paul Stephens
Liberal Democrats (1)	Alex Eyre
Reform UK (2)	Lloyd Chapman Chris Palmer
Green Party (1)	Rich Lehmann
Independent (0)	

Planning Committee

Membership = 17 Quorum = 6

Labour (5)	Hayden Brawn Ann Cavanagh Simon Clark Kieran Golding Tony Winckless
Conservative (4)	Andy Booth James Hunt Peter Marchington Julien Speed
The Swale Independents Alliance (3)	Monique Bonney Elliott Jayes Paul Stephen
Liberal Democrats (2)	Ben J Martin Claire Martin
Reform UK (2)	Lloyd Chapman Peter MacDonald
Green Party (1)	Terry Thompson
Independent (0)	

Other Committees

Audit Committee

Membership = 9 Quorum = 3

Labour (3)	Simon Clark Angela Harrison
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	Dolley Wooster
Conservative (2)	Andy Booth Tara Noe
The Swale Independents Alliance (1)	Derek Carnell (VC)
Liberal Democrats (1)	Charles Gibson
Reform UK (1)	Kieran Mishchuk
Green Party (1)	Terry Thompson
Independent (0)	

Standards Committee

Membership = 11 Quorum = 3

Kent Association of Local Councils non-voting/co-opted representatives TBC after KALC annual meeting.

Standards Hearing Panel 3 members to be formed from within Standards Committee membership.

Labour(4)	Angela Harrison Mark Last Charlie Miller Ashley Wise
Conservative (2)	James Hunt Pete Neal
The Swale Independents Alliance (2)	Monique Bonney Tom Nundy
Liberal Democrats (1)	Hannah Perkin
Reform UK (1)	Richard Palmer
Green Party (1)	Rich Lehmann
Independent (0)	

Urgent Decisions Committee

Membership = 7 Quorum = 3

To include the Group Leaders subject to political balance rules.

Labour (2)	Tim Gibson Ashley Wise
Conservative (2)	Lloyd Bowen James Hunt
The Swale Independents Alliance (1)	Mike Baldock
Liberal Democrats (1)	Hannah Perkin
Reform UK (1)	Richard Palmer
Green Party (0)	
Independent (0)	

Area Committees

Eastern Area Committee

Membership = 12 Quorum = 4

Abbey	Hannah Perkin
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	Charles Gibson
Boughton and Courtenay	Richard Lehmann Alastair Gould
East Downs	Terry Thompson
Priory	Alex Eyre
St Ann's	Carole Jackson Kieran Golding
Teynham and Lynsted	Lloyd Bowen Julien Speed
Watling	Ben J Martin Claire Martin

Sheppey Area Committee

Membership = 14 Quorum = 5

Minster Cliffs	Tom Nundy Andy Booth Peter MacDonald
Queenborough and Halfway	Ashley Shiel Peter Marchington Mike Whiting
Sheerness	Hayden Brawn Angela Harrison Dolley Wooster
Sheppey Central	Elliott Jayes Peter Neal Mark Tucker
Sheppey East	Tara Noe Lee-Anne Moore

Sittingbourne Area Committee

Membership = 11 Quorum = 3

Chalkwell	Charlie Miller
Homewood	Shelley Cheesman Simon Clark
Kemsley	Derek Carnell Ashley Wise
Milton Regis	Kieran Mishchuk Tony Winckless
Murston	Carrie Pollard Mark Last
Roman	Tim Gibson Karen Watson

Western Area Committee

Membership = 10 Quorum = 3

Bobbing, Iwade and Lower Halstow	Lloyd Chapman Roger Clark
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Borden and Grove Park	Mike Baldock Ann Cavanagh
Hartlip, Newington and Upchurch	Chris Palmer Richard Palmer
The Meads	James Hunt
Woodstock	Paul Stephen Sarah Stephen
West Downs	Monique Bonney

Swale Joint Transportation Board

Membership = 17 (7 from SBC) Quorum = 5 (2 from each Council and 1 Parish representative)

Chairman and Vice-Chairman to be elected at first meeting (Chairman and Vice-Chairman to rotate annually between SBC and KCC).

Kent County Councillors (7): Richard Palmer, Christine Palmer, Antony Hook, Rich Lehmann, Maxwell Harrison, Isabella Kemp, Paul Webb.

Kent Association of Local Councils representative (3 (one from each area)): TBC after KALC annual meeting in June 2025.

Nominations for 2024/25	Nominations for 2025/26
Derek Carnell Simon Clark Alastair Gould Angela Harrison Richard Palmer Paul Stephen Karen Watson	Derek Carnell Simon Clark Alastair Gould Peter MacDonald Paul Stephen Karen Watson Mike Whiting

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Organisation	Nominations for 2025/26
Bensted's Charity	Alex Eyre (to 2029) Kieran Golding (to 2027) Ben J Martin (to 2027) Hannah Perkin (to 2029) Hon. Ald. David Simmons (to 2029)
Charity of Sir William Stede	Charlie Miller (to 2027) Kieran Mishchuk (to 2027) Tony Winckless (to 2027)
Citizens Advice Service, Swale*	Kieran Golding (to 2026) Elliott Jayes (to 2026) Mark Last (to 2028)
Council for Voluntary Services	Simon Clark Paul Stephen Sarah Stephen
Faversham Swimming Pool Management Committee	Claire Martin
Kent Downs National Landscape Joint Advisory Committee	Terry Thompson
Kent Health and Wellbeing Board	Angela Harrison
Local Children's Partnership Group in Swale	Angela Harrison
Lower Medway Internal Drainage Board	Monique Bonney Derek Carnell Peter Marchington Terry Thompson Tony Winckless Dolley Wooster
Medway Maritime Hospital	Angela Harrison
Oare Gunpowder Works Advisory Group	Charles Gibson Alex Eyre Mike Baldock
PATROL Adjudication Joint Committee (Parking and Traffic Regulations Outside London)	Elliott Jayes
Kent and Medway Police and Crime Panel	Hannah Perkin
Sheppey Matters	Elliott Jayes
South East England Councils	Leader Deputy Leader
Southern Housing Kent Regional Residents Panel	Karen Watson
The Meads Woodland Group	James Hunt (to 17.10.26)
United Charities of Milton Regis	Derek Carnell (to 2027) Charlie Miller (to 2027) Kieran Mishchuk (to 2027) Tony Winckless (to 2027)
West Faversham Community Association	Carole Jackson

Note: nominations are until May 2026, unless labelled otherwise.

* Three nominees have been requested. The CAS Memorandum and Articles of Association states: the Trustees are elected to serve a period of three years after which they must be re-elected at the next Annual General Meeting.

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