

Agenda

Standards Committee Meeting

Date: Tuesday, 23 September 2025

Time 7.00 pm

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

Membership:

Councillors Monique Bonney, Angela Harrison (Chair), James Hunt (Vice-Chair), Mark Last, Rich Lehmann, Charlie Miller, Pete Neal, Tom Nundy, Richard Palmer, Hannah Perkin and Ashley Wise.

Independent Persons (non-voting): Patricia Richard and Christopher Webb.

Kent Association of Local Councils representative (non-voting): Vacant.

Quorum = 3

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1. Emergency Evacuation Procedure

Visitors and members of the public who are unfamiliar with the building and procedures are advised that:

- (a) The fire alarm is a continuous loud ringing. In the event that a fire drill is planned during the meeting, the Chair will advise of this.
- (b) Exit routes from the chamber are located on each side of the room,

one directly to a fire escape, the other to the stairs opposite the lifts.

- (c) In the event of the alarm sounding, leave the building via the nearest safe exit and gather at the assembly point on the far side of the car park. Do not leave the assembly point or re-enter the building until advised to do so. Do not use the lifts.
- (d) Anyone unable to use the stairs should make themselves known during this agenda item.

2. Apologies for Absence

3. Minutes

To approve the [Minutes](#) of the Meeting held on 29 July 2025 (Minute Nos. 229 - 235) as a correct record.

4. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves, their families or friends.

The Chair will ask Members if they have any disclosable pecuniary interests (DPIs) or disclosable non-pecuniary interests (DNPIs) to declare in respect of items on the agenda. Members with a DPI in an item must leave the room for that item and may not participate in the debate or vote.

Aside from disclosable interests, where a fair-minded and informed observer would think there was a real possibility that a Member might be biased or predetermined on an item, the Member should declare this and leave the room while that item is considered.

Members who are in any doubt about interests, bias or predetermination should contact the monitoring officer for advice prior to the meeting.

5.	Forward Plan	5 - 6
6.	Member-officer protocol	7 - 28
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9.	Standards Complaints - verbal update	
10.	Update on Members Disclosure and Barring Service (DBS) Checks - verbal update	
11.	Recruitment of Independent Persons - verbal update	

Issued on Monday, 15 September 2025

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**Chief Executive, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**