

AGENDA

CABINET MEETING

Date: Wednesday, 2 December 2015

Time: 7.00 pm

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

Membership:

Councillors Bowles (Chairman), Mike Cosgrove, Duncan Dewar-Whalley, Gerry Lewin (Vice-Chairman), Ken Pugh, David Simmons, Mike Whiting, Ted Wilcox and John Wright

Quorum = 3

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 recordings for training purposes.

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

	Pages
1. Apologies for Absence	
2. Minutes	
To approve the Minutes of the Meeting held on 4 November 2015 (Minute Nos. 307 - 312) and the Extraordinary Cabinet Meeting held on 5 November 2015 (Minute Nos. 313 – 314) as correct records.	
3. 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.

Part A Reports for recommendation to Council

- | | | |
|----|---|---------|
| 4. | Sittingbourne Town Centre - Footpath Creation Order | 1 - 10 |
| 5. | Medium Term Financial Plan and 2016/17 Budget | 11 - 26 |
| 6. | Review of Fees and Charges | 27 - 56 |

Part B Reports for Decision by Cabinet

- | | | |
|----|---|---------|
| 7. | New Road Industrial Estate - Claim for Dilapidations | 57 - 60 |
| 8. | Financial Management Report: April to September 2015 | 61 - 78 |
| 9. | Minutes of the Swale Rural Forum held on 17 November 2015 - to follow | |

URGENT ITEM - Reduction of the Benefits functions at Faversham Area Office

To give consideration to a proposal to reduce the Housing Benefit presence at the AmicusHorizon premises in Stone Street, Faversham

This is urgent as AmicusHorizon are reducing their opening times at the Stone Street office from 3 January 2016. The report requests reduction of Swale Borough Council's Housing Benefit operating days at Faversham, so that it also becomes effective from 3 January.

The report is to follow.

Issued on Monday, 23 November 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 Cabinet, please visit www.swale.gov.uk

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