

Agenda

Annual Council Meeting

Date: Wednesday, 17 May 2023

Time 7.00 pm

Venue: The Appleyard, Avenue of Remembrance, Slittingbourne, Kent ME10 4DE*

Quorum = 16

Pages

Information about this meeting

*Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website by 16 May 2023.

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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) No fire drill is planned during the meeting. If the alarm sounds please leave the building quickly without collecting any of your possessions, using the doors signed as fire escapes, and assemble outside where directed.
- (b) Await instructions before re-entering the building.
- (c) Anyone who requires assistance in evacuating the building should make officers aware of any special needs so that suitable arrangements may be made in the event of an emergency.

2. Apologies for Absence

3. 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.

4. Minutes

To approve the [Minutes](#) of the meeting held on 18 May 2022 (Minute Nos 1- 11) and the [Minutes](#) of the meeting held on 5 April 2023 (Minute Nos. 804 – 816) as correct records.

5. Presentation to Honorary Alderman and Honorary Alderwomen

In accordance with Section 249 of the Local Government Act 1972, as amended, a resolution must be passed by not less than a two-thirds majority of the Members voting. The Council are accordingly requested to pass the following resolution:

"That this Council in pursuance of Section 249 of the Local Government Act 1972, as amended, do confer upon Nicholas Hampshire, Ken Pugh, David Simmons, Roger Truelove and Ghlin Whelan the title of Honorary Alderman in recognition of the valuable service given to the Council by those Members as past Members of the Council"

The past Members will be called forward to be presented with their certificates.

6. Presentation to Past Members

The Mayor will present past Members who have served at least one term of office, with their certificates.

7. Appointment of Mayor

To confirm the appointment of Councillor Sarah Stephen as Mayor for the civic year 2023/24.

8. Forthcoming Mayoral Year

The new Mayor will outline the forthcoming Mayoral Year.

9. Vote of Thanks to Retiring Mayor

A vote of thanks will be given to the retiring Mayor, Councillor Simon Clark.

The retiring Mayor is invited to say a few words about their Mayoral Year.

10. Election of Deputy Mayor

To elect a Deputy Mayor for the civic year 2023/2024.

11. Pay Award 2023

5 - 8

12. Election of Leader

13. Establishment of Committees and their Terms of Reference - Appendix II to follow

9 - 30

To agree the Council's Committees and their terms of reference.

14. Allocation of Committee Seats and Committee Appointments 2023/24 -
to follow
15. Borough Council Nominations to Outside Bodies and Trusts 31 - 36
Administered by Swale Borough Council and Statutory Bodies

To confirm Borough Council's nominations to outside bodies and trusts
administered by Swale Borough Council and statutory bodies.
16. Timetable of Meetings 37 - 42

To agree the timetable of meetings for the municipal year 2023/24.

Issued on Tuesday, 9 May 2023

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