

## RECORD OF OFFICER DECISION

This form must be completed by or on behalf of the relevant Officer immediately after any decision has been made. Please send to the Proper Officer for publication in accordance with the Council's Constitution.

<b>NAME OF OFFICER MAKING DECISION</b>	Larissa Reed – Chief Executive
<b>SUBJECT OF DECISION BEING MADE BY OFFICER</b>	Using Throwley Church as a polling station
<b>SUMMARY OF OFFICER DECISION AND REASON FOR THAT DECISION</b>	To use St. Michael and All Angels Church at Throwley is used for a polling station instead of a temporary building on the Green. (A committee report has been attached to this report as a background paper)
<b>DATE OF OFFICER DECISION</b>	04/06/2024
<b>DETAILS OF ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	To use the temporary building. This has been rejected due to excessive cost. The other alternative option was to use a mobile home as was used in the PCC election, however this has been discounted due to the unsuitable nature of the mobile home
<b>DETAILS OF ANY CONSULTATION UNDERTAKEN</b>	The Ward Councillor has been consulted and has no issues using the church. The Urgent Decisions committee has been consulted and agree with the recommendation and the decision I intend to take.
<b>DETAILS OF ANY CONFLICTS OF INTERESTS</b>	None
<b>CONTACT FOR ENQUIRIES/FURTHER INFORMATION</b>	Larissa Reed <a href="mailto:larissareed@swale.gov.uk">larissareed@swale.gov.uk</a>
<b>DELEGATED AUTHORITY UNDER WHICH OFFICER IS ACTING</b>	
<b>DELEGATING COMMITTEE OR INDIVIDUAL</b>	Council
<b>TITLE OF REPORT TO COMMITTEE</b>	The Council's Constitution
<b>DECISION/RECOMMENDATION MADE BY COMMITTEE</b>	Section 2.8.4.12 of the Councils Constitution gives delegation to the Chief Executive to  In emergencies or any other circumstance which makes it impractical for the Council or a Committee to meet, to take any decision which

	<p>could be taken by the Council or a Committee (save for any decision expressly reserved to Full Council under Statutory or Regulatory provisions), having regard as fully as possible to the views of the Members who would otherwise have made the decision.</p> <p>The reason the decision was made by the Chief Executive is that we are in pre-election period, and it is impractical to hold the meeting when we have cancelled all other meetings due to the pre-election period.</p>
<b>DATE OF COMMITTEE DECISION</b>	Not applicable – as delegation is in the constitution.
A copy of this Notice will be published on the Council's website	