

TENTERDEN TOWN COUNCIL

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11th July 2017

INTERNAL COMMITTEE

Notice is given that a meeting of the **INTERNAL** Committee will be held in the Assembly Room at the Town Hall on **MONDAY 17th JULY 2017** following a meeting of the Planning Committee which starts at **7.00pm**.

All members are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting.

 Phil Burgess, Town Clerk.

Councillors Serving: (1) H. Edwards (2) M. Hickmott, (3) R. Isworth (Vice-chair), (4) R. Knight, (5) Dr L. Lovelidge (Chair), (6) R. Lusty, (7) J. Nelson & (8) A. Sugden.

Substitutes in the event of members' absence: Cllrs M. Carter, Mrs S. Ferguson & C. Knowles.

AGENDA

1. **APOLOGIES FOR ABSENCE.**
2. **DECLARATIONS OF INTEREST.**
3. **MINUTES.** To consider and, if approved, confirm and sign the minutes and reports of the meeting held on 26th June 2017 as a correct record.
4. **MATTERS ARISING.**
5. **REPRESENTATION FROM MEMBERS OF THE PUBLIC.**
Members of the public may make personal representations at this meeting by giving written notice of a request to speak and indicating briefly the matter of interest or relevant agenda item to the Town Clerk or Deputy Town Clerk no later than 12 noon on the day of the meeting. Provided always that speakers are resident in a ward of the Council and, give their full name and address prior to speaking, the committee Chairman may (or may choose not to) invite individuals to speak at the relevant point in the meeting. Speeches may not exceed three minutes duration and speakers may not participate in any subsequent debate between committee members. At the Chairman's discretion, only one speech may be made in support of each side of any contentious issue.
6. **COUNCILLORS' QUESTIONS.**
At the Chairman's discretion, Councillors may ask a question about any item relevant to this committee that is not on the agenda. Every question shall be put and answered without discussion. An answer may take the form of a direct oral answer or reference to a Town Council publication. Where a reply cannot be conveniently given at this meeting, an oral or written answer may be circulated at a later date. All councillors present will be permitted to contribute to the debate on agenda items but only members of this committee will be permitted to vote.
7. **SUB-COMMITTEE & WORKING GROUP REPORTS.**
 - (a) Town Hall Focus Group. A report of the first meeting of the group on 28th June 2017. *
 - (b) Recreation Ground Focus Group. An update.
8. **COUNCIL ARTWORK.** A report on a recent re-valuation of artwork and recommendations on restoration. *
9. **COUNCIL AWARDS SCHEME.** To consider participation in the awards scheme and an application for the foundation level. *
10. **FIRST AID TRAINING FOR STAFF.** To consider a first aid training day for all staff. *

11. **BALCONY LOADING AND SAFETY.** To note a structural survey of the Town Hall Balcony. *
12. **WASTE FACILITY.** An update on progress on the enclosure for skips to be sited in the far south-east corner of the recreation ground. *
13. **TENT1 RECEIPTS & SECTION 106 FUNDING.** To consider allocation of amounts to various projects. *
14. **FINANCIAL REPORTS.**
 - (a) Supplier payments List for the period 1st April to 30th June 2017. *
 - (b) Bank Reconciliation as at 30th June 2017. *
 - (c) Income and Expenditure report for the quarter ended 30th June 2017. *
15. **ANNUAL CIVIC SERVICE.** To consider moving the time of the service for Mayor's Sunday to 12 noon to accommodate the inclusion of other churches. *
16. **CORRESPONDENCE.**
 - (a) A complimentary letter received from a resident regarding the improvement in the look of the Town.
17. **MINOR MATTERS.**
18. **ANY OTHER URGENT BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.**

No decision may lawfully be made under this item but matters which involve no more than an exchange of information may be discussed.

End.

**Attachments and tabled documents can be obtained from the Town Clerk's office or downloaded from www.tenterdentowncouncil.gov.uk.*