

TENTERDEN TOWN COUNCIL

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27th March 2018

INTERNAL COMMITTEE

Notice is given that a meeting of the **INTERNAL** Committee will be held in the Assembly Room at the Town Hall on **TUESDAY 3RD APRIL 2018** following a meeting of the Planning Committee starting 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. Freeman (3) M. Hickmott, (4) R. Isworth (Vice-chair), (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 12th March 2018 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. Next meeting to take place in early April.
 - (b) Recreation Ground Focus Group. Third workshop session to be held on Tuesday, 17th April 2018.
 - (c) Public Engagement Sub-Committee. No recent meetings.
 - (d) Standing Orders & Financial Regulations. No recent Meetings.

8. **TOWN HALL – HIRE OF ASSEMBLY ROOM.** To consider changes to the terms and conditions of hire and the pricing structure. *
9. **“MEET YOUR COUNCILLOR” SESSIONS.** To consider these sessions on a bi-monthly basis and to invite outside organisations to attend. *
10. **WEBSITE ISSUES.** An information document on various issues surrounding websites in the town. *
11. **RECREATION GROUND DOG SHOW.** To consider allowing free use of the recreation ground for this show in aid of the Tenterden Social Hub. *
12. **MAYOR’S CHARITY.** To consider a correction for an accounting error. *
13. **REMEMBRANCE SUNDAY.** Information on national events for the centenary. *
14. **SAFEGUARDING.** To consider a council policy and staff training in respect of safeguarding. *
15. **MAYORAL SELECTION.** To consider whether the selection process requires a review. *

The Committee will be moved into closed session. *Under the Public Bodies (Admissions to meetings) Act 1960, the public and press will be excluded from the closed session due to the confidential nature of this part of the meeting which involves the discussion of confidential staffing matters and confidential financial negotiations.*

16. **LEASE ISSUES.** Confidential document 598A refers.

End of closed session.

17. **CORRESPONDENCE.**

- (a) To note a verbal request from a resident to extend the publicity regarding regeneration projects to notice boards.

18. **MINOR MATTERS.** None.

19. **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.*