

TENTERDEN TOWN COUNCIL

Town Hall, 24 High Street, Tenterden, Kent. TN30 6AN

Website: www.tenterdentowncouncil.gov.uk
Telephone: 01580 762271




Email: townhall@tenterdentowncouncil.gov.uk
Facsimile: 01580 765647

2nd July 2019

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 8th JULY 2019** following a meeting of Town Council 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) V. Cole (2) Mrs S. Ferguson (3) Miss A. Gardner (4) C. Knowles (5) Dr L. Lovelidge, (6) Mrs P. Smith (Chair) (7) A. Sugden & (8) Mrs C. Walder.

Substitutes in the event of members' absence: Cllrs M. Carter, J. Crawford & M. Hickmott.

AGENDA

1. **APOLOGIES FOR ABSENCE & SUBSTITUTING COUNCILLORS.**
2. **DECLARATIONS OF INTEREST.**
3. **MINUTES.** To consider and, if approved, confirm and sign the minutes and reports of the meeting held on 10th June 2019 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) Archives & Regalia. A report of the meeting held on 14th June 2019.*
8. **SUB-COMMITTEE MEMBERSHIP & TOURISM AND BUSINESS.** To consider a restriction on sub-committee membership and a re-structuring of Tourism and Business sub-committee. *
9. **EXHIBITION OF ARCHIVES.** To consider the hire of display cases for an exhibition of archives. Deferred from the June meeting. *
10. **SURGERY PARKING.** To consider allowing temporary parking on the recreation ground for doctors. *

11. **STAFFING SUB-COMMITTEE.** To consider appointing Cllr. Parkin to this sub-committee.
12. **TOWN HALL ROOF.** To consider repairs to the Town Hall roof prior to the re-ordering project. *
13. **PEBBLES BUILDING.** Current situation with recent flood. *
14. **EAST CROSS GARDENS.** To re-consider the proposed changes to this area. Deferred from the June meeting. *
15. **PROJECT OVERVIEW.** Information regarding professional assistance with project management. *
16. **CORRESPONDENCE.** None
17. **MINOR MATTERS.** None
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.*