

29 November 2011

You are summoned to attend a Meeting of the SEVENOAKS TOWN COUNCIL to be held in the Council Chamber at the address below on Monday 5 December 2011 at 7.00 pm. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

DEPUTY TOWN CLERK

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

AGENDA

Apologies for absence

PUBLIC QUESTION TIME

To enable any members of the public present to draw the attention of the Town Council to any matter.

1 DECLARATIONS OF INTEREST

To receive any declaration of interest from members in respect of items of business included in the agenda for this meeting.

2 MINUTES

To receive, adopt and if correctly entered to sign the minutes of the meeting of the Sevenoaks Town Council held on 21 November 2011 subject to the following amendment (copy previously circulated):

Apologies for absence were received from Cllrs G R S Clack , Mrs A Dawson and M G Short.

3 PERSONNEL COMMITTEES

To receive and adopt the minutes of the meeting of the Town Council Personnel Committee held on 22 November 2011 (copy previously circulated) subject to the following amendments:

Both Cllrs A S Clayton and Mrs P C Walshe were present at the meeting.

4 STAG COMMUNITY ARTS CENTRE PERSONNEL COMMITTEE

To receive and note the amended minutes of the meeting of the Stag Community Arts Centre's Personnel Committee held on 21 November 2011 (copy attached).

5 CHRISTMAS LIGHTS 2011

To receive a verbal update from the Town Clerk.

6 HOLOCAUST MEMORIAL DAY JANUARY 2012

To note that Knole Academy has been contacted for their views on the town Council facilitating a Holocaust Memorial Day educational event (Item requested by Cllr Raikes).

7 BUSINESS RATES

To receive and note responses from Michael Fallon MP and Bob Neil MP in connection with the Town Council's letter dated 19 October 2011 concerning Business Rates [Minute No 158 of the Finance and General Purposes Committee held on 12 September 2011 refers] (copies attached)

8 THE LOCALISM ACT

To receive and note the policy briefing received from NALC on the Localism Act which received Royal Assent on 15 November 2011 (copy attached). A copy of the Act is available for Members to view in the Town Councils offices.

9 TOWN MAYOR'S ENGAGEMENTS

a) Town Mayor's Engagements 2011 to date

To receive and note the functions attended by the Town Mayor or her representative from May 2011 until November 2011 (copy to follow).

b) Proposed Civic Events 2011/2012

To receive and note the forthcoming Civic Events during the remainder 2011 and during 2012 being organised by the Town Mayor (copy to follow).

10 PRESENTATION OF PAINTING

To receive a painting presented by the Town Mayor to the Council.

11 PRESS RELEASE

To consider any agenda item, which would be appropriate for a press release.