

Minutes of the Annual Meeting of the Sevenoaks Town Council held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 18 May 2009 at 7.00 pm.

PRESENT

Cllr Mrs P C Walshe – Town Mayor
Cllr M G Short – Deputy Town Mayor

Cllr P Allen	Cllr Mrs A E Dawson
Cllr J G Brigden	Cllr J F London
Cllr S Camp	Cllr R J Parry (Arr. 7.02pm/Dep. 7.10pm)
Cllr J M Canet	Cllr R L Piper
Cllr A S Clayton	Cllr S G Raikes
Cllr Mrs M E Crabtree	

(13)

Town Clerk
Committee Clerk
Member of the Press - 1
Members of the Public - 17

Apologies for absence: Cllrs Eyre, Hogarth and Towell

1 ELECTION OF TOWN MAYOR

The Town Mayor, Cllr Mrs Walshe called for nominations for the office of Town Mayor for the ensuing year.

Cllr Mrs Crabtree nominated Cllr Mrs Ann Dawson as Sevenoaks Town Mayor. Cllr Mrs Crabtree said that she had no doubt that Cllr Mrs Dawson would provide strong support to local organisations and represent Sevenoaks Town admirably at events both inside and outside the town. Cllr Mrs Dawson has invaluable knowledge and expertise and has been Town Mayor on two previous occasions in 1987 and 1999.

Cllr Mrs Dawson was proposed and seconded.

It was UNANIMOUSLY RESOLVED that

Cllr Mrs Dawson be elected Town Mayor.

2 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mrs Dawson signed the Statutory Declaration of Acceptance of Office.

The retiring Town Mayor welcomed her successor and invested her with the Chain of Office. The new Town Mayor presented the retiring Town Mayor with a memento of her year of Office.

CLLR MRS DAWSON IN THE CHAIR

The retiring Town Mayor remarked that it had been a very busy year and that she had attended over 200 events. She thanked all those who had made her welcome at their events. She thanked her husband for his support and the Deputy Mayor and Councillors who supported the fund raising events. Thanks were expressed to the Town Council staff for their help during her year of office. The highlight of the year was the re-opening of the Stag theatre. She said that she had raised approximately £8,000 for her charities; Guide Dogs for the Blind, Sevenoaks CAB, Alzheimers Society, the Stag Theatre and MacMillan Nurses. She said that she had worked hard over the year to raise the profile of Sevenoaks town and to promote the local community organisations.

The Mayor handed a cheque to the representative of the CAB who was present at the meeting.

Cllr London as Senior Councillor thanked the retiring Town Mayor for all she had done for the Town and the Council during her year of office.

Cllr London welcomed Cllr Mrs Dawson as the new Town Mayor. Cllr London remarked that it was 30 years since Cllr Mrs Dawson was first elected to the Town Council and looked forward to her guidance for the forthcoming year.

Cllr Clayton paid tribute to the help and support Mr Roger Walshe had given his wife during her year of office. Cllr Clayton presented Mr Walshe with a token of appreciation from the Town Council for his commitment and energy during the year.

Cllr Mrs Dawson thanked the Members of the Town Council for electing her.

The Mayor thanked Cllr Short for his work as Deputy Mayor and presented him with a gift as a memento of his office.

The Mayor announced that her daughter, Sara, and her son-in-law, David, would be her escorts during her term of office.

Her chosen charities are Sevenoaks Mencap and The New School 2000 at West Heath.

3 ELECTION OF DEPUTY TOWN MAYOR

The Town Mayor called for nominations for the office of Deputy Town Mayor for the ensuing year. Cllr Simon Raikes was proposed by Cllr Mrs Dawson and seconded by Cllr Allen.

It was UNANIMOUSLY RESOLVED that Cllr Raikes be elected Deputy Town Mayor.

4 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Raikes signed the Declaration of Acceptance of Office and was invested with his Badge of Office by the Town Mayor.

5 APPOINTMENT OF STANDING COMMITTEES/SUB COMMITTEES

The schedule of appointments of Standing Committees and Sub Committees was received and considered.

It was RESOLVED that Standing Committees/Sub Committees be appointed as follows: Planning Committee, Finance & General Purposes Committee, Open Spaces & Leisure Committee, Personnel Committee, Trustees for the Stag Community Arts Centre, Youth Services Sub Committee and Community Centre Management Sub Committee.

6 APPOINTMENT OF CHAIRMEN, VICE CHAIRMEN AND MEMBERS OF STANDING COMMITTEES/SUB COMMITTEES

The appointment of Chairmen and Vice Chairmen of Standing Committees and Sub Committees was considered as set out in Appendix 1.

It was RESOLVED that Appendix 1 be adopted subject to the membership of the committees being discussed at the next meeting of the Council as the ratios proposed did not reflect the political make up of the Town Council.

7 APPROVAL OF TERMS OF REFERENCE - STANDING COMMITTEES/SUB COMMITTEES

The Terms of Reference for Standing Committees and Sub Committees as set out in Appendix 2 was received and considered.

It was RESOLVED that Appendix 2 be adopted.

8 SCHEDULE OF MEETINGS 2009/10

The Schedule of Meetings for 2009/10 was received and considered.

It was RESOLVED that the Schedule of Meetings be adopted.

9 ANNUAL SUBSCRIPTIONS

The schedule of Annual Subscriptions as set out in Appendix 4 was received and considered.

It was RESOLVED that Appendix 4 be adopted and that where no annual subscription had yet been paid it be approved by the Finance & General Purposes Committee in due course.

10 REPRESENTATION ON OUTSIDE BODIES

The schedule of Representation on Outside Bodies as set out in Appendix 5 was received and considered.

It was RESOLVED that Appendix 5 be adopted.

11 DEEDS & TRUST INVESTMENTS

It was RESOLVED that the Chairman and Vice Chairman of the Finance & General Purposes Committee be authorised to inspect any Deeds & Trust Investments of the Council.

12 STANDING ORDERS & FINANCIAL REGULATIONS

- i) **It was RESOLVED that** the Standing Orders as amended be adopted.
- ii) **It was RESOLVED that** the Financial Regulations be adopted.

13 DECLARATIONS OF INTEREST

Cllr Clayton declared a prejudicial interest in Sevenoaks CAB.

14 MINUTES

The minutes of the meeting of the Town Council held on 20 April 2009 were received and adopted subject to the following amendment: Cllr Allen arrived at the meeting at 7.45 pm.

15 OPEN SPACES AND LEISURE COMMITTEE

The minutes of the meeting of the Open Spaces & Leisure Committee held on 27 April 2009 were received and adopted.

16 PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 11 May 2009 were received and adopted.

17 CIVIC SERVICE 2009

It is noted that this year's Civic Service will be held at St Nicholas' Church, Sevenoaks on Sunday, 14 June 2009 at 11.00 am. The Town Mayor sadly gave her apologies.

18 POWER OF WELLBEING

It was **RESOLVED that** Sevenoaks Town Council proceed with the arrangements to acquire the Power of Wellbeing as a contingency for any future plans; however it was noted that within the current financial year the project management of the Stag Community Arts Centre would remain a priority.

19 TOWN MAYOR'S ENGAGEMENTS

The list of functions attended by the Town Mayor and Deputy Town Mayor for May 2008 to May 2009 was received and noted.

20 PRESS RELEASE

As a member of the press was present at the meeting it was agreed that no press release was necessary.

The meeting closed at 7.35 pm

TOWN MAYOR