

TUNBRIDGE WELLS BOROUGH COUNCIL

RECORD OF DECISIONS

(in terms of Access to Information Rule 18)

CABINET

Friday 15 October 2010

Present: Councillor Roy Bullock (Chairman)

Councillors Len Horwood, Mrs Catherine Mayhew, Mrs Elizabeth Thomas, Mrs Tracy Moore and Frank Williams.

Officers in Attendance: William Benson, Chief Executive; David Candlin, Head of Economic Development; Lee Colyer, Head of Finance and Governance (S151 Officer); Paul Cummins, Legal Services Manager/Monitoring Officer; Nick Green, Community Grants and Development Officer; Mel Henley, Contracts Manager; Jim Kehoe, Head of Planning Services; Jonathan MacDonald, Director of Regeneration and Sustainability; Mike McGeary, Democratic Services Manager; Wendy Newton-May, Senior Committee Administrator; Paul Taylor, Director of Change and Communities; Louise Phillips, Planning Policy Manager; and Helen Wolstenholme, Healthier Communities Co-ordinator.

Other Members in Attendance: Councillors John Cunningham, David Elliott, and Ron Weeden.

APOLOGIES FOR ABSENCE

CAB072/10 Apologies for absence were received from Councillor Paul Barrington-King.

DECLARATIONS OF INTERESTS

CAB073/10 Councillor Mrs Mayhew and the Chief Executive declared a personal and prejudicial interest in decision CAB085/10 due to the fact that they were both Directors of the Regeneration Company and they left the meeting during discussion on this item. The Director of Regeneration and Sustainability deputised for the Chief Executive whilst he was absence from the meeting for that item.

Councillor Horwood declared a personal interest in decision CAB083/10 due to the fact that he was a Director of the Trinity Theatre.

NOTIFICATION OF VISITING MEMBERS WISHING TO SPEAK

CAB074/10 In accordance with Cabinet Procedure Rule 5.3, the Councillors Cunningham, Elliott and Weeden attended and spoke on the following decisions:

Councillor Elliott - CAB078/10

Councillor Cunningham – CAB082/10

Councillor Weeden - CAB082/10 and CAB085/10

APPROVAL OF CABINET MINUTES DATED 16 SEPTEMBER 2010

CAB075/10 The minutes of the Cabinet meeting dated 16 September 2010 were submitted for members' approval.

RESOLVED – That the minutes of the Cabinet meeting dated 16 September 2010 be confirmed as a correct record.

QUESTIONS FROM MEMBERS OF THE COUNCIL

CAB076/10 There were no questions submitted from members of the Council.

QUESTIONS FROM MEMBERS OF THE PUBLIC

CAB077/10 There were no questions submitted from members of the public.

NOTIFICATION OF OUTCOME OF JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE CONSIDERATION – DEPARTMENT OF HEALTH SERVICE REFORMS

CAB078/10 The Overview and Scrutiny Officer submitted a report advising Cabinet of the responses that had been formulated and sent to the Department of Health, following a number of consultation papers that they had issued on health service reform ([101015/CAB002](#)).

Councillor Elliott attended the meeting for this item and advised members that, in order to consider the impact on residents and on the future responsibilities of district councils, the Joint Health Overview and Scrutiny Committee, established by Maidstone Borough Council and Tunbridge Wells Borough Council, had been convened. This Committee, which he had chaired, had heard from expert witnesses and formed a response to the consultation papers. It was noted that a portfolio holder delegated decision had been made in advance of this meeting due to the deadline set by the Department of Health.

Councillor Mrs Mayhew proposed an amendment to the response to question 12 of Appendix C of the report, namely that the membership of the health and wellbeing boards should include both district and borough councillors. She advised that this minor amendment had been agreed by the Select Committee and the Public Health and Wellbeing Members' Working Group.

RESOLVED – That the responses on the Government's proposals for health service reforms, sent to the Department of Health on behalf of Maidstone and Tunbridge Wells Borough Councils, be noted, with the amendment to the response to question 12 of Appendix C to read 'It is vital to stress the importance of district/borough council representation, in order to ensure the needs of the local community are best protected'.

RECOMMENDATION TO COUNCIL

DECISION NO. CAB079/10

NON-EXEMPT

PORTFOLIO:

LEADER

PORTFOLIO HOLDER:

Councillor Bullock

REPORT TITLE:

Urban Parishing ([101015/CAB003](#))

PRIORITY:

Urban parishing would potentially support the Council's priority of improving the confidence of its communities by allowing local communities to take control of local services and give them a democratically elected accountable voice.

DISCUSSION:

At the Cabinet meeting on 3 March 2010, members agreed the terms of reference for a Community Governance Review to be undertaken.

The Legal Services Manager/Monitoring Officer advised that the first stage of this review, which was to invite submissions, had now been completed.

The outcomes of the consultation were detailed for members, as well as the draft proposals which would be subject to further consultation. Members were advised that the results of the first stage of the consultation had been considered by the Communities and Partnerships Select Committee at their meeting on 9 September and the recommendations made by this Committee were attached at Appendix D to the report. It was noted that the Select Committee had suggested that the number of proposed parish councillors should be reduced from eleven to nine.

Mrs Blackburn had registered to speak on this item. She expressed her delight at reaching this stage and welcomed the fact that the Council had provided the local community of Rusthall the opportunity to take control of their local services. She referred to the Select Committee's recommendations, which she concurred with.

Members were advised that 15% of the Rusthall residents had responded to the questionnaire, which the Legal Services Manager/Monitoring Officer stated was comparable to the turn-out for a by-election in the borough. Members expressed their disappointment at the low number of residents that had responded, but it was emphasised that a democratic process had been followed and the views of the majority of those that had taken part would be followed. It was suggested that, when publishing the draft proposals, this point should be made clear.

DECISION MADE:

- (1) That the recommendation of the Communities and Partnerships Select Committee to amend the number of proposed parish councillors from 11 to 9 be agreed and Full Council be advised accordingly;
- (2) That the results of the initial stage of the Community Governance Review, together with the Draft Proposals (Appendices A and B of the report) be recommended to the Council as the basis for the second stage of public consultation (subject to the amendment of the number of proposed parish councillors to nine); and
- (3) That, in publishing its proposals, the Council makes it clear that the results were based upon the views of the majority of the residents that responded to the consultation.

REASONS FOR DECISION:

The draft proposals are based on the initial round of consultation and consideration being given to the issues identified in the approved terms of reference. Therefore, it is considered that they are appropriate as the basis for further public consultation.

Contact Officer: Paul Cummins, Legal Services Manager/Monitoring Officer
Tel: 01892 554257 or e-mail: paul.cummins@tunbridgewells.gov.uk

DECISION NO. CAB080/10**NON-EXEMPT****PORTFOLIO:****FINANCE AND GOVERNANCE****PORTFOLIO HOLDER:****Councillor Horwood****REPORT TITLE:****Update of Treasury Management Policy and Strategy 2010/11 (101015/CAB007)****PRIORITY:**

The report supports the corporate commitment of 'ensuring that we are well managed, proactive and deliver value for money services'.

DISCUSSION:

The Head of Finance and Governance submitted a report proposing that the Treasury Management Policy and Strategy for 2010/11 be amended to reflect the difficulties being experienced by officers in finding suitable counterparties due to the consolidation within the banking sector. He explained that the larger financial institutions which had the stronger credit ratings were now only becoming interested in higher value deposits.

The report proposed to increase the maximum limits that could be deposited with financial institutions in the top two credit rating tiers.

In response to a question, it was confirmed that this would assist the Council to get a higher interest rate to offset the cost of the £20 million loan.

DECISION MADE:

- (1) That the Treasury Management Policy and Strategy for 2010/11 be amended to increase the maximum investment for 1st and 2nd tier institutions from £10 million to £20 million; and
- (2) That the update to the Treasury Management Policy and Strategy 2010/11 be recommended to Full Council for adoption.

REASONS FOR DECISION:

The Treasury Management Policy and Strategy sets out the Council's approach to the management of its treasury management activities.

Contact Officer: Lee Colyer, Head of Finance and Governance
Tel: 01892 554132 or e-mail: lee.colyer@tunbridgewells.gov.uk

CABINET DECISIONS

DECISION NO. CAB081/10

NON-EXEMPT

PORTFOLIO:

FINANCE & GOVERNANCE

PORTFOLIO HOLDER:

Councillor Horwood

REPORT TITLE:

Consideration of the Forward Plan (101015/CAB001)

PRIORITIES:

Confident – Developing the Government's 'localism' agenda.

DECISION MADE:

That the Forward Plan be approved, subject to the additions of the following reports to be included in the November Cabinet agenda:
Empty Homes Loan Scheme; and
Adoption of Sex Establishment and Sexual Entertainment Venue licensing conditions

REASONS FOR DECISION:

To comply with Access to Information Procedure Rule 14.

Contact Officer: Wendy Newton-May, Senior Committee Administrator
Tel: 01892 554219 or e-mail: wendy.newton-may@tunbridgewells.gov.uk

DECISION NO. CAB082/10

NON-EXEMPT

PORTFOLIO:

Strategic Planning and Development Control

PORTFOLIO HOLDER:

Councillor Mrs Thomas

REPORT TITLE:

Core Strategy Review (101015/CAB004)

PRIORITY:

Applying the policies in the Core Strategy, as the primary document in the Local Development Framework, is one of the key ways in which the Council can deliver, or influence the delivery of, a number of its objectives, including for housing; the environment; and the economy and regeneration.

DISCUSSION:

The Portfolio Holder for Strategic Planning and Development Control reminded members that the Full Council had adopted the Core Strategy Development Plan Document (Core Strategy) on 17 June 2010. At this time it also decided to commence an immediate review of certain aspects of the document due to anticipated changes in planning procedures and policy.

She presented the report which provided a summary of the progress made on the review so far.

Councillor Cunningham spoke on this item about the status of Hawkhurst. He referred first to the housing commitment and reminded members that 198 houses had been proposed in Hawkhurst between now and 2026, however he considered that there was potential for 244 houses to be built inside the Limits to Built Development (LBD) and this had been discussed with the Parish Council.

With regard to the village/town status of Hawkhurst, Councillor Cunningham advised that most people had been unaware that Hawkhurst had been proposed to be designated as a town for planning purposes. He explained that there was a vast amount of public support for Hawkhurst to remain as a village. Members noted that Councillor Cunningham had received approximately 2,000 letters from his constituents to date regarding this subject. He also referred to the large number of residents that attended a recent public meeting to express their views about this matter. He asked that Cabinet support the residents' wish that Hawkhurst remain a village.

Councillor Weeden also addressed the Cabinet on this matter. He explained that there was very strong public opinion that The Moor remain an integral part of Hawkhurst.

The Head of Planning Services advised that the Core Strategy Review would consider a number of linked issues primarily related to the Borough's housing target: reducing housing numbers; density; garden grabbing; windfalls; and the Green Belt. Members' agreement in principle was requested on two specific elements: provision of accommodation for Gypsies & Travellers; and the discontinuance of the Special Landscape Area designation.

With regard to the situation at Hawkhurst, the Head of Planning Services reassured members that the Core Strategy Review could consider the concerns expressed by the residents, including the linkage between the two areas referred to. However, he advised that there might be pressure to fill the gap between The Moor and Hawkhurst were the LBDs to be joined. The impact of this would need to be carefully considered.

Cabinet members felt that the residents of Hawkhurst should be supported and it was considered that such a strong community opinion should be listened to.

In response to a question, the Portfolio Holder for Strategic Planning and Development Control stated that it was likely that lowering the target of dwellings would be shared between areas in the borough, and not concentrated in one area.

DECISION MADE:

- (1) That work continues on those aspects of the Core Strategy Review related to housing numbers and the protection of the Green Belt to prepare an option for consultation, having regard to the advice of the CLG that *“Authorities may base revised housing targets on the level of provision submitted to the Regional Spatial Strategy examination (Option 1 targets) supplemented by more recent information as appropriate”*. For Tunbridge Wells Borough, the Option 1 target is 5,000 dwellings;
- (2) That the Council proposes to set its own target in the Core Strategy Review to provide and maintain a total of 28 pitches for Gypsies and Travellers to 2016 in accordance with the Guidance Note attached at Appendix 1 to the report. The Guidance Note will be adopted by the Council to provide interim advice for Development Management and Planning Enforcement purposes until the Core Strategy Review is completed;
- (3) That the issue of carrying forward the Special Landscape Area (SLA) designation in the Local Plan to the Core Strategy has been fully considered, and the Core Strategy Review should recommend that it not be pursued further;
- (4) That a revised Local Development Scheme (LDS) is prepared to include the Core Strategy Review, acknowledging the requirements for consultation, Sustainability Appraisal and examination. The LDS will also provide an updated timetable for the completion of the Allocations Development Plan Document (DPD); the Town Centres Area Action Plan DPD; and the Development Management Policies DPD;
- (5) That the procedural requirements and likely implications of carrying out the Core Strategy Review be noted; and
- (6) That the view of the Cabinet is that, as part of the Core Strategy Review, Hawkhurst be designated as a village and that further consideration be given how to rejoin the villages of Highgate and The Moor.

REASONS FOR DECISION:

1. To give effect to the Council decision of 17 June 2010; and
2. To comply with the provisions of the Planning & Compulsory Purchase Act, 2004, and the Regulations.

DECISION NO. CAB083/10

NON-EXEMPT

PORTFOLIO:

POLICY AND PARTNERSHIPS

PORTFOLIO HOLDER:

Councillor Williams

REPORT TITLE:

Capital Grant Applications – Trinity Theatre, Langton Green Charitable Trust and Bidborough Bowls Club
([101015/CAB005](#))

PRIORITIES:

The Capital Grants programme supports voluntary and community organisations providing services that contribute to the Council's corporate priorities – particularly on the themes of Confident and Healthy.

DISCUSSION:

Members were provided with details of three applications requesting financial assistance with capital projects, as follows:

- Langton Green Charitable Trust – Village Hall extension - £25,000
- Trinity Theatre – dimmer rack lighting system - £9,500
- Bidborough Bowls Club – pavilion roof - £2,500

Members were reminded that for the current financial year there was no specified budget for capital projects and that applications were brought forward to Cabinet for decision as and when applications were received. It was noted that, if the applications were approved, the total approved expenditure in 2010/11 would be £121,203. The application from Langton Green Charitable Trust for £25,000 applied to financial year 2011/12.

The Portfolio Holder for Policy and Partnerships advised that, from the start of the financial year 2011/12, it was intended that the Council's capital grant schemes for financial assistance to parish/town councils and voluntary organisations would be brought together under one programme in a similar way to revenue grants schemes under the Community grants programme.

One member commented that the grant process should be more stringent, ensuring that those receiving such grant money were supporting the Council priorities. The Community Grants and Development Officer assured members that there would be a more rigorous process of assessing requests for grants in the future.

In response to a question, the Community Grants and Development Officer advised that there was no provision in the current scheme to prevent organisations re-applying for further funding even if they had been successful in previous years.

DECISION MADE:

(1) That the applications as detailed in the report be approved; and

(2) That payments of up to the amounts stated to:

- Langton Green Charitable Trust - £25,000
- Trinity Theatre - £9,500
- Bidborough Bowls Club - £2,500

are paid on successful completion of the projects and on receipt of invoices. It was also noted that the Langton Green application was conditional on the KCC element being £50,000 and then TWBC would contribute a sum equal to 50% of the KCC allocation.

REASONS FOR DECISION:

To assist voluntary and community organisations with projects that help to achieve the Borough Council's corporate priorities and contribute to the borough Sustainable Community Plan and other key strategies.

Contact Officer: Nick Green, Community Grants & Development Officer
Tel: 01892 526121 ext.3382 or e-mail: nick.green@tunbridgewells.gov.uk

DECISION NO. CAB084/10

NON-EXEMPT

PORTFOLIO:

FINANCE AND GOVERNANCE

PORTFOLIO HOLDER:

Councillor Horwood

REPORT TITLE:

Discretionary Housing Payments Policy
[\(101015/CAB006\)](#)

PRIORITY:

Healthy – Access to suitable accommodation can have a major beneficial affect on people's health. A DHP policy that meets the needs of residents can help people to both access, and remain in, suitable accommodation.

DISCUSSION:

The Director of Change and Communities presented a report advising members of the need for them to approve a revised Discretionary Housing Payment (DHP) Policy. The current policy was adopted by Cabinet in 2001 and reviewed in 2003.

It was noted that some amendments to the Policy had been made to bring it into line with Best Practice identified by the Audit Commission during their inspections of Benefit Services and to future-proof it against the proposed changes to the Benefit scheme.

Members were advised that the changes that had been announced by the coalition government would reduce the amount of Housing Benefit and, to a lesser extent, Council Tax Benefit that many customers received. It was noted that this would lead to a greater demand being placed on the DHP budget as it was anticipated that there would be an increase in both the number of applications received and the number of appeals against the Council's decisions.

Members considered the proposed amendments to the Policy, namely:

- a. The Benefit Section would notify Housing Services of all applications received in order to gather any relevant information they may hold on the applicant that may help inform the decision making;
- b. Set a timescale on notifying the applicant of the decision;
- c. That appeals against decisions were heard by a panel made up of an officer from the Benefits Section plus an officer from the Housing section and / or a representative of the Citizens Advice Bureau. The Principal Revenues Officer (Benefits) previously dealt with any appeals; and
- d. A timescale is placed on the length of time it would take to review an appealed decision. Previously there was no timescale set.

DECISION MADE:

That the revised Discretionary Housing Payments Policy be adopted.

REASONS FOR DECISION:

To agree a robust policy to help to ensure that the Council was using the available funds to meet the most pressing needs.

Contact Officer: Bill McCafferty, Revenues and Benefits Manager
Tel: 01892 554008 or e-mail: bill.McCafferty@tunbridgewells.gov.uk

DECISION NO. CAB085/10

NON-EXEMPT

PORTFOLIO:

ECONOMIC DEVELOPMENT

PORTFOLIO HOLDER:

Councillor Mrs Moore

REPORT TITLE:

Tunbridge Wells Regeneration Company – Great Hall Car Park Stage One Project Update ([101015/CAB008](#))

PRIORITY:

Prosperous, Green, Confident and Healthy.

DISCUSSION:

The Economic Development Portfolio Holder presented a report providing members with an update on the current position with the work undertaken by the Regeneration Company on the Great Hall Car Park site.

Members were advised that the development of this project was being brought forward in line with the adopted TWRC business plan. The Regeneration Company had done some initial work to demonstrate the opportunity in preparation of Stage 1. However detailed consideration and engagement with adjacent businesses and residents was required prior to any further consideration of the opportunity.

The report informed members that the redevelopment of the Great Hall Car Park would result in the loss of 205 short stay spaces for the wider town centre use. However some spaces related to the future use of the site could be provided.

The Portfolio Holder for Economic Development advised that consultation with the existing businesses in and directly around the Great Hall would be undertaken. In addition consultation would be carried out with residents around the Great Hall Car Park site. She drew members' attention to a correction in the report which stated that the details of the consultation would be agreed with the Portfolio Holder. Members noted that the Regeneration Company would also be involved in this decision.

Councillor Weeden spoke on this item. He expressed concern at the loss of the existing car parking capacity in the town centre and the impact on surrounding businesses and residents. He questioned whether all the businesses in the town centre had been consulted and the Leader advised that he would be given a written response.

The Portfolio Holder for Economic Development explained that there was an on-going review of the car parks within the town centre.

Councillor William expressed his dissatisfaction to the consultation commencing once the project had moved to stage 2. He considered that consultation should take place prior to moving to stage 2 and felt that it was illogical for the Council to incur costs if the consultation revealed there was no support. He therefore voted against recommendation (1) below.

DECISION MADE:

(1) That full and wide consultation on preliminary proposals for the Great Hall Car Park site should be carried out once the project moved to stage 2; and

(2) That detailed work on the Urban Parking Strategy and the necessary VISUM modelling taking into account the scenarios of allocations DPD and the Town Centre Area Action Plans with the possible impact of regeneration opportunities, should be carried out with a report to December Cabinet.

REASONS FOR DECISION:

To progress the consideration of the development of the identified site by Tunbridge Wells Regeneration Company to meet the objectives of the Council

Contact Officer: David Candlin, Head of Economic Development
Tel: 01892 554038 or e-mail: david.candlin@tunbridgewells.gov.uk

DECISION NO. CAB086/10

NON-EXEMPT

PORTFOLIO:

HOUSING, HEALTH AND WELLBEING

PORTFOLIO HOLDER:

Councillor Mrs Mayhew

REPORT TITLE:

Grounds Maintenance Procurement Award of Contract (101015/CAB009)

PRIORITIES:

Maintenance of the town's parks contributes to the Council's four corporate priorities:

- Prosperous** Contributing to Royal Tunbridge Wells being the 'best town centre in the South East to live, work and visit' Enhancing the Borough's natural and built assets.
- Green** Contributing to Tunbridge Wells remaining 'a beautiful place to live, work and relax'

'The citizens of the borough will continue to enjoy easy access to open space for recreation, including parks and play areas'
- Healthy** Providing venues and opportunities for communities to 'be active with very high levels of participation in leisure and cultural activities'
- Confident** Enabling young people to participate in a range of activities.

DISCUSSION:

The Contracts Manager submitted a report advising members that the current grounds maintenance contract expired on 31 December 2010.

He informed that seven contractors had returned tenders and, following a thorough assessment by officers, a preferred contractor had been appointed.

Members noted that the report had also been discussed at the Environment, Safer and Stronger Communities Select Committee meeting dated 12 October 2010.

Members resolved to go into exempt session to consider the preferred contractor.

DECISION MADE:

- (1) That the contractor as recommended in the exempt report 101015/CAB010 be awarded the contract and that the Contracts Manager and other specialist officers engages them to ensure a smooth transfer of staff and responsibilities; and
- (2) That, if it is required, that officers in consultation with the Portfolio Holder are authorised to extend the existing contract to ensure that a smooth transition is effected (the exempt report identifies the potential risks in terms of timescales for the commencement of the new contract.)

REASONS FOR DECISION:

The above recommendations are made to ensure that best value is obtained for the Council through a competitive and effective procurement process. It is expected that this will contribute positively to the financial position of the Council.

Contact Officer: Mel Henley, Contracts Manager

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EXEMPT ITEM

LOCAL GOVERNMENT ACT 1972, SECTION 100A (4)

RESOLVED – It was proposed and seconded that, under Section 100A(4) of the Local Government Act 1972 and the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the item of business referred to below on the grounds that it may involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Act namely: -

DECISIONS CAB087/10

Paragraph (3) - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

PORTFOLIO:

HOUSING, HEALTH AND WELLBEING

PORTFOLIO HOLDER:

Councillor Mrs Mayhew

REPORT TITLE:

Grounds Maintenance Procurement Award of Contract
(101015/CAB010)

PRIORITIES:

Maintenance of the town's parks contributes to the Council's four corporate priorities:

Prosperous Contributing to Royal Tunbridge Wells being the 'best town centre in the South East to live, work and visit' Enhancing the Borough's natural and built assets.

Green Contributing to Tunbridge Wells remaining 'a beautiful place to live, work and relax'

'The citizens of the borough will continue to enjoy easy access to open space for recreation, including parks and play areas'

Healthy Providing venues and opportunities for communities to 'be active with very high levels of participation in leisure and cultural activities'

Confident Enabling young people to participate in a range of activities.

DISCUSSION:

Further to decision CAB86/10 above, the Contracts Manager provided members with further details of the tender returns from contractors regarding the grounds maintenance contract, which would commence on 1 January 2011.

Members were pleased to note that the annual cost of the contract had reduced by £217, 000 against the current year's revised budget, without diminishing the service. In addition, members were advised that during downtime periods, the staff would be deployed on horticultural activities outside of the main contract specification and that this could include providing assistance to deal with the bad weather problems such as experienced earlier this year.

The Contracts Manager explained that, in accordance with procurement legislation, the contract award was subject to challenge by any contractor involved for a 10 day period from the award.

The Contracts Manager was congratulated for achieving such considerable savings for the Council.

DECISION MADE:

- (1) That the contractor named in the exempt report be awarded the contract for grounds maintenance from 1 January 2011 and that officers engage them together with our existing contractor to ensure a smooth transition to the new contract; and
- (2) That if the risk as identified in the report materialises, then officers in consultation with the Portfolio Holder are authorised to extend the existing contract to ensure a smooth transition.

REASONS FOR DECISION:

The above recommendations are made to ensure that best value is obtained for the Council through a competitive and effective procurement process. It is expected that this will contribute positively to the financial position of the Council.

Contact Officer: Mel Henley, Contracts Manager

Tel: 01892 526121 ext. 3109 or e-mail: mel.henley@tunbridgewells.gov.uk

(NOTES:

- (1) In accordance with Council Procedure Rule 15 on public speaking at Board/Committee meetings, Mrs Jenny Blackburn attended and spoke on decision CAB79/10;
- (2) Councillor Mrs Moore left the meeting at 11.45am after discussion on decision CAB082/10; and
- (3) The meeting closed at 12.30pm).