

Notice is hereby given that a meeting of **Westerham Town Council** will be held at Russell House commencing at 7 pm on Monday 2nd October 2023 to transact the under mentioned business, which Councillors are summoned to attend.

Mrs Angela Howells, Town Clerk

Open Forum

The first ten minutes of the meeting are available for members of the public and press to raise any issues with the Council. If there are no members of the public present at 7 pm the meeting will commence.

AGENDA

1. To receive and accept apologies for absence

Please inform the Clerk if you are unable to attend.

2. Declarations of interest

To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.

3. Minutes of the meeting

Held on 10th July 2023 for approval

Annexed

4. Information items arising

From the minutes of the previous meeting and not dealt with elsewhere on the agenda

5. To receive cllr resignation and note process

Circulated

6. To receive and consider the following minutes of Committees –

1)	Planning and Development	20.07.23	Annexed
2)	Planning and Development	03.08.23	Annexed
3)	Planning and Development	17.08.23	Annexed
4)	Planning and Development	31.08.23	Annexed
5)	Allotments, Playing Fields and Open Spaces	11.09.23	Annexed
6)	Planning and Development	14.09.23	Annexed
7)	Finance and General Purposes	18.09.23	Annexed
8)	Youth and Community	25.09.23	To follow
9)	Planning and Development	28.09.23	To follow

7. To approve substitute cllrs for all committees

8. Finance

1)	To approve payment list to 31 st August 2023	Annexed
2)	To approve Committee Accounts to 31 st August 2023	Annexed
3)	To receive initial budgetary process and timeline	Annexed
4)	To consider Grant Application from Greensands Commons Project	Annexed

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| 9. To approve questions for online survey – 4-year plan | Annexed |
| 10. King George’s Field Re-development Project | |
| 1) To review KGF project Report | Annexed |
| 2) To review KGF Funds Report | Annexed |
| 3) To receive recommendations from Tender Path evaluation | To follow |
| 4) To award circumference path contract | |
| 5) To agree to withdraw CIL Board bid | |
| 11. To approve Meeting Schedules 2023/2024 | Circulated |
| 12. ECO Policy | |
| 1) To review progress of Committees ECO Action Plans | Annexed |
| 13. Policies and Procedures to approve: | |
| 1) WTC Grant application form | Annexed |
| 14. Correspondence | |
| 1) Thank you letter from Beams for Grant | |
| 2) Congratulations on Local Council Gold Award from SDC | |
| 15. Reports from Councillors | |
| 16. TN16, Crockham Hill Village Newsletter and website | |
| 17. Matters for District and County Councillors | |
| 18. Further matters for consideration at the next meeting | |
| 19. Date of Next Meeting | |
| Monday 4 th December 2023 | |