

Council Offices
Argyle Road
Sevenoaks
Kent
TN13 1HG



Despatched: 28.04.17

I hereby summon you to attend the Annual meeting of the Sevenoaks District Council to be held in the Council Chamber, Council Offices, Argyle Road, Sevenoaks commencing at 7.00 pm on 09 May 2017 to transact the under-mentioned business.

Chief Executive

AGENDA

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

Apologies for absence

1. To elect a Member to be Chairman for the municipal year 2017/18.
2. To elect a Member to be Vice Chairman for the municipal year 2017/18.
3. To approve as a correct record the minutes of the meeting of the Council held on 25 April 2017. (To follow)
4. Declarations of Interest.
5. Scheme of Delegations
 - a) To agree delegations to Committees (as set out in Parts 3-12 of the Constitution) and to confirm/approve delegations to Officers (as set out in Part 13 of the Constitution). (Pages 1 - 74)
 - b) To note the delegations of executive functions (Appendix U of the Constitution) and appointments to the Cabinet made by the Leader. (To follow)
6. To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the municipal year 2017/18. (Pages 75 - 76)
7. To confirm the Calendar of Meetings for the municipal year 2017/18. (Pages 77 - 80)

8. To appoint representatives on other organisations (non executive). (Pages 81 - 82)
9. To note the outgoing Chairman's Report. (To follow)

The Annual Meeting of the Council will be followed immediately by a special meeting of the Cabinet to appoint the members of Advisory Committees and Boards and to make appointments to other organisations within the Cabinet's remit.

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 appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227000)