

Council Offices
Argyle Road
Sevenoaks
Kent
TN13 1HG



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I hereby summon you to attend the Annual meeting of the Sevenoaks District Council to be held at **The Stag Theatre, London Road, Sevenoaks, TN131ZZ**, commencing at 7.00 pm on Tuesday 25 May 2021 to transact the under-mentioned business.

Chief Executive

AGENDA

Apologies for absence

1. To elect a Member to be Chairman for the ensuing year.
2. To elect a Member to be Vice-Chairman for the ensuing year.
3. To approve as a correct record the minutes of the meeting of the Council held on 20 April 2021. (Pages 1 - 6)
4. Declarations of Interest.
5. Chairman's announcements.
6. Returning Officer's report. (Pages 7 - 8)
7. To agree the allocation of seats to political groups in accordance with the political balance rules (Appendix to follow). (Pages 9 - 14)
8. Scheme of delegations:
 - a) To agree the scheme of 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 15 - 92)
 - b) To note the delegations of executive functions (Appendix U of the Constitution - attached) and appointments to the Cabinet made by the Leader (to follow). (Pages 93 - 98)

9. To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the ensuing year (Appendix to follow). (Pages 99 - 100)

(Appointments to Advisory Groups and Boards within the Cabinet's remit, will be made at the meeting of Cabinet on Thursday 27 May 2021.)
10. To confirm the calendar of ordinary meetings for the ensuing year. (Pages 101 - 104)
11. To appoint representatives on other organisations (Appendix to follow). (Pages 105 - 106)

(Appointments to other organisations within the Cabinet's remit, will be made at the meeting of Cabinet on Thursday 27 May 2021.)
12. To note the outgoing Chairman's Report. (Pages 107 - 110)

EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.