

A G E N D A

CABINET

Thursday 19 November 2020 at 12.00 pm
Virtual Meeting - Online

Members: Councillor McDermott (Chairman), Councillors March (Vice-Chairman), Bailey, Dawlings and Mackonochie

Quorum: 3 Members (to include either the Leader or Deputy Leader)

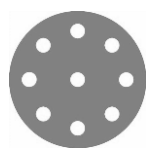
- 1 Apologies** (Pages 5 - 6)
To receive any apologies for absence.
- 2 Declarations of Interest** (Pages 7 - 8)
To receive any declarations of interest by Members in items on the agenda. For any advice on declarations of interest; please contact the Monitoring Officer before the meeting.
- 3 Notification of Visiting Members wishing to speak** (Pages 9 - 10)
To note any members of the Council wishing to speak, of which due notice has been given in accordance with Cabinet Procedure Rule 28.4, and which item(s) they wish to speak on.
- 4 Minutes of the meeting dated 22 October 2020** (Pages 11 - 16)
To approve the minutes of a previous meeting as a correct record. The only issue relating to the minutes that can be discussed is their accuracy.
- 5 Questions from Members of the Council** (Pages 17 - 18)
To receive any questions from members of the Council, of which due notice has been given in accordance with Cabinet Procedure Rule 28.3, to be submitted and answered.
- 6 Questions from Members of the Public** (Pages 19 - 20)
To receive any questions from members of the public, of which due notice has been given in accordance with Cabinet Procedure Rule 28.5, to be submitted and answered.
- 7 Consideration of the Forward Plan as at 26 October 2020** (Pages 21 - 32)
To note forthcoming items set out on the Forward Plan.

Finance and Governance Portfolio

- 8 Budget Update Report 2021/22** (Pages 33 - 48)
To consider and decide on the recommendations as set out in the attached report.
- 9 Fees and Charges Setting 2021/22** (Pages 49 - 100)
To consider and decide on the recommendations as set out in the attached report.
- 10 Citizen's Advice Bureau (CAB) Council Tax Protocol** (Pages 101 - 114)
To consider and decide on the recommendations as set out in the attached report.
- 11 *Discretionary Housing Payments Policy** (Pages 115 - 142)
To consider and decide on the recommendations as set out in the attached report.
- 12 Urgent Business** (Pages 143 - 144)
To consider any other items which the Chairman decides are urgent, for the reasons to be stated, in accordance with Section 100B(4) of the Local Government Act 1972.
- 13 Date of Next Meeting** (Pages 145 - 146)
To note that the date of the next scheduled meeting is Thursday 3 December 2020 at 10:30am.

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All visitors attending a public meeting at the Town Hall between the hours of **9am and 5pm** should report to reception via the side entrance in Monson Way. Access to meetings in the evening **after 5pm** will be via the main entrance on the corner of Crescent Road and Mount Pleasant Road. Assisted access at all times is via reception on Monson Way and by use of the out-of-hours call button after 5pm.

Notes on Procedure

- (1) A list of background papers appears at the end of each report, where appropriate, pursuant to the Local Government Act 1972, section 100D(i).
- (2) Items marked * will be the subject of recommendations by Cabinet to full Council; in the case of other items, Cabinet may make the decision, subject to call-in (Overview and Scrutiny Procedure Rule 12).
- (3) Members seeking factual information about agenda items are requested to contact the appropriate Service Manager prior to the meeting.
- (4) Members of the public are encouraged to participate and those wishing to speak on an agenda item will need to register with Democratic Services. Registration opens when the agenda is published and closes at 4pm on the last working day before the meeting. Places are limited to a maximum of four speakers per item and each speaker will have a maximum of three minutes to address the Cabinet.
- (5) All meetings are open to the public except where confidential or exempt information is being discussed. The agenda of the meeting will identify whether a meeting or part of meeting is not open to the public and why. Meeting rooms have a maximum public capacity as follows: Chamber: 100, Committee Room A: 20, Committee Room B: 10.
- (6) Please note that the public proceedings of this meeting will be recorded and made available for playback on the Tunbridge Wells Borough Council website. Any other third party may also record or film meetings, unless exempt or confidential information is being considered, but are requested as a courtesy to others to give notice of this to the Clerk before the meeting. The Council is not liable for any third party recordings.

Further details are available on the website (www.tunbridgewells.gov.uk) or from Democratic Services.

If you require this information in another format please contact us, call 01892 526121 or email committee@tunbridgewells.gov.uk

Accessibility into and within the Town Hall – There is a wheelchair accessible lift by the main staircase, giving access to the first floor where the committee rooms are situated. There are a few steps leading to the Council Chamber itself but there is a platform chairlift in the foyer.

Hearing Loop System – The Council Chamber and Committee Rooms A and B have been equipped with hearing induction loop systems. The Council Chamber also has a fully equipped audio-visual system.