



To consider any other items which the Mayor decides are urgent, for the reasons to be stated, in accordance with Section 100B(4) of the Local Government Act 1972.

11 **Common Seal of the Council**

To authorise the Common Seal of the Council to be affixed to any contract, minute, notice or other document arising out of the minutes, or pursuant to any delegation, authority or power conferred by the Council.

12 **Date of next meeting**

To note that the date of the next meeting is 5 July 2023.

**William Benson**  
Chief Executive

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**Democratic Services Team**

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## Attending meetings

Meetings are held in the town hall and are webcast live online.

Members of the public may attend to watch/listen in person or online live via our website. A recording of the meeting will also be available shortly after the end of the meeting.

All meetings and agenda are open to the public except where confidential information is being discussed. The agenda of the meeting will identify whether any meeting or part of the meeting is not open to the public and explain why.

Seating for the public will be allocated on a first-come-first-serve basis and cannot be guaranteed.

## Speaking at Meetings

Members of the public are encouraged to participate and those wishing to comment on an agenda item will need to register with Democratic Services in advance.

Registration opens when the agenda is published and closes at 4pm on the last working day before the meeting.

There may be up to 4 speakers per agenda item and speakers have up to 3 minutes each.

Places are allocated on a first-come-first-served basis except that if there are several speakers from the same group they may be asked to nominate someone to represent their collective view.

Once registered, speakers will need to attend the meeting in person. Comments should be in the form of a statement giving your opinion on the matter. Members of the committee may not answer questions or get into a debate with you.

Registrations may be sent by email to [committee@tunbridgewells.gov.uk](mailto:committee@tunbridgewells.gov.uk) at any time during the registration period.

Full details are available on our website [www.tunbridgewells.gov.uk/meetings](http://www.tunbridgewells.gov.uk/meetings) or from Democratic Services at [committee@tunbridgewells.gov.uk](mailto:committee@tunbridgewells.gov.uk) or call 01892 554413.

If you require this information in another format please contact us, call 01892 526121 or email [committee@tunbridgewells.gov.uk](mailto:committee@tunbridgewells.gov.uk)