

# Elected Member Annual Report and Review 2011/12



Name of Member: Councillor Ms Beverley Palmer

Ward: Hawkhurst & Sandhurst

Year elected: 2012

## Section 1: Attendance at Council/ Committee and Sub-Committee meetings

*This section has been completed by Democratic Services and lists all Council and Committee meetings, including how many meetings of each, you attended for the period from Annual Council on 25 May 2011 to the end of April 2012.*

Name of Committee	No. of meetings attended	No. of meetings held during the year
Council	6	6
Communities & Partnerships Select Committee	7	7

*Please list how many County Council, Parish/Town Council and Town Forum meetings you have attended.*

County Council	Parish/Town Council	Town Forum
	5	

## Section 2: Community Involvement

*Please list details of organisations within the community with which you are involved, including any outside bodies that you have been appointed to by the Council in order to promote joint working and improved service delivery to the public (please contact Democratic Services if you need any information on the number of meetings held by the Outside Bodies per year.*

Organisation and brief description of your role	No. of meeting attended	No. or frequency of meetings held during the year	Council Appointment? (yes or no)

### Section 3: Assisting Constituents

*Please give an illustration of the ways in which you have assisted your constituents, or other residents of the Borough (i.e ward walks, resolving problems in TWBC services), including details of any surgeries you have held. How do you make it easier for constituents to contact you?*

I have assisted constituents with various matters including planning and housing issues.

Residents can contact me either by telephone or email.

### Section 4: Special Responsibilities

*Please list any other positions of responsibility that you may hold within this Council (for example: Portfolio Holder, Chairman, Vice-Chairman, Champion, or Mayoral duties).*

Responsibility	Nature of your duties
Chairman, Communities & Partnerships Select Committee	Chairman

### Section 5: Learning and Development

*This section has been completed by Democratic Services and lists dates and details of attendance at training sessions, conferences, seminars etc during the period 25 May 2011 to end of April 2012 which have supported you in your duties as a councillor. Please check this with your own records and contact Wendy Newton-May, Democratic Services, if you have any queries.*

Details of event	Date attended
Members' Briefing: Ice Rink/ Universal Credits	19/10/11
Members' Briefing: Calling Planning Applications to Committee	17/11/11
Members' Briefing: Love Where We Live Awards/ 2012 Year of Celebrations	14/12/11
Members' Briefing: Council Priorities	12/01/12
Members' Briefing: Core Strategy Review	17/01/12
Members' Briefing: Empty Properties in the Borough	25/04/12

*Do you have any other learning and development needs that have not been identified or met by the Council? If so, please set out below.*

No

## Section 6: Internal Meetings Attended

*Please give details of role and attendance at internal meetings, including Working Parties/Groups and Political Group meetings.*

Details of event	Role and frequency of attendance
Overview and Scrutiny Management Group	5 meetings in total

## Section 7: Supplementary Information

*Please feel free to add any information you consider may assist in defining your role as an elected Member, any outside obligations that may impact on your role or any additional information you wish to add.*

**Date completed: 18 May 2012**

**PLEASE RETURN THIS FORM BY 18 MAY 2012 TO  
DEMOCRATIC SERVICES**