



TOWN CLERK – MS LOUISE BAREHAM  
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28 September

## TO ALL MEMBERS OF FAVERSHAM TOWN COUNCIL

Dear Councillor

**YOU ARE HEREBY SUMMONED TO ATTEND** the Meeting of Faversham Town Council to be held virtually, on Monday 5 October 2020 at **7.00pm**.

Yours sincerely

*Louise Bareham*

Louise Bareham PSLCC  
Town Clerk

The Mayor will allow a maximum of 30 minutes for Members of the Council to receive written questions from registered electors of the Town before the formal meeting commences. Questions to be sent to the Town Clerk no later than 4pm on 5<sup>th</sup> October. When providing your name and address please confirm or otherwise, that you consent to your personal details being recorded in the Minutes. Your personal data will be processed as directed by GDPR Article 5.

### AGENDA

1. Apologies  
To receive apologies and acceptance of reasons for absence.
2. Declarations of Pecuniary and Non-Pecuniary Interests  
Members who have an interest to declare on any items on the Agenda, must declare the existence and nature of it at the start of the meeting and act in accordance with the Council's Code of Conduct (s27 Localism Act 2011).

3. Previous Minutes and Matters to Report  
To receive and accept as a true record the Minutes of the Town Council Meeting held on 7 September and any matters for report.
4. Mayor's Announcements  
To receive an update from the Mayor
5. Climate and Biodiversity Committee  
To receive the Minutes of the Climate and Biodiversity Committee dated 14 September 2020 and agree any recommendations
6. Public Spaces Committee  
To receive the Minutes of the Public Spaces Committee dated 24 September 2020 and agree any recommendations
7. Policy and Finance Committee  
To receive the Minutes of the Policy and Finance Committee dated 28 September 2020 (tabled) and agree any recommendations
8. 20's Plenty Committee  
To receive the Minutes of the 20's Plenty Committee dated 1 October (tabled) 2020 and agree any recommendations
9. Faversham Neighbourhood Plan Steering Group  
To receive the Minutes of the Faversham Neighbourhood Plan Steering Group (tabled) and agree any recommendations
10. Town Council Meetings  
Cllr Thomas proposes the motion that "this Council
  - a) Gives authority to the Town Clerk to post recordings of both full council and committee meetings of this council to Faversham Town Council's YouTube channel.
  - b) Use Zoom as the default platform for all meetings, as this is the easiest platform for members of the public to speak live. However, have Teams as a fallback platform should Zoom be unsuitable for a particular meeting.
  - c) When using Zoom, permit both live and emailed public questions at full council. Also at their discretion permit committee chairs to accept public questions during virtual Zoom meetings.

Background:

With it now being highly likely that we will need to continue with virtual meetings, I believe that we should ensure that are our meetings are more easily accessible.

Currently our meetings are recorded but have not yet been made freely available to the public. The Town Council has recently set up its own You Tube channel so with the agreement of this Council recordings of meetings can now be shared on this platform. NB I've received confirmation that SBC officers may access Zoom via a Web Browser. However KCC officers are not currently permitted to download Zoom onto their lap tops and I am as yet unaware if they are permitted to use Zoom via a Web Browser.

11. Faversham Disability Forum

Cllr Perkin proposes the motion that "This Council agrees to work towards the creation and support of a permanent Faversham Disability forum to engage, inform and work with the council to highlight the needs of those living with disabilities or supporting those living with disabilities within our community." See supporting paper.

12. Receipts and Payments

To resolve to approve payments

To Resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the commercially sensitive nature of the business to be transacted.

13. Proposal for Change of Staff Role

To receive the proposal from Cllr Williams

Link to live meeting

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OGE4OTgwOWUtOTM0NS00YzM1LTgwOWQtOWU1YmYwYWExZWZj%40thread.v2/0?context=%7b%22Tid%22%3a%22be2f0b74-03c5-48bc-a9bd-530536a602db%22%2c%22Oid%22%3a%22d4c2a962-5615-4574-8053-f04fd2f76ec2%22%2c%22IsBroadcastMeeting%22%3atrue%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGE4OTgwOWUtOTM0NS00YzM1LTgwOWQtOWU1YmYwYWExZWZj%40thread.v2/0?context=%7b%22Tid%22%3a%22be2f0b74-03c5-48bc-a9bd-530536a602db%22%2c%22Oid%22%3a%22d4c2a962-5615-4574-8053-f04fd2f76ec2%22%2c%22IsBroadcastMeeting%22%3atrue%7d)