



TOWN CLERK – MS LOUISE BAREHAM  
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28 May 2021

## TO ALL MEMBERS OF FAVERSHAM TOWN COUNCIL

Dear Councillor

**YOU ARE HEREBY SUMMONED TO ATTEND** the Meeting of Faversham Town Council to be held on Monday 7 June 2021 at **7.00pm** in the Gatefield Hall, Alexander Centre, Faversham.

Yours sincerely

*Louise Bareham*

Louise Bareham FSLCC  
Town Clerk

**The Mayor will allow a maximum of thirty minutes for Members of the Council to receive questions from registered electors of the Town before the formal meeting commences. When providing your name and address prior to addressing the meeting, 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.**

**This meeting may be filmed or recorded. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed or audio recorded. The whole of the meeting can be recorded, except where there are confidential or exempt items. If any member of the public has an objection to being filmed, please make yourself known to the Mayor or the Town Clerk before the start of the meeting.**

## AGENDA

1. Apologies  
To receive apologies 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  
To receive and accept as a true record the Minutes of the Annual Town Council Meeting held on 17<sup>th</sup> May 2021 and any matters for report.
4. Mayor's Announcements  
To receive the Mayor's Announcements.
5. Report from Kent Police  
To receive the report from PCSO Jones
6. Annual Governance Statement 2020/21  
To approve Section 1 of the Annual Governance and Accountability Return 2020/21 acknowledging responsibility for the Accounting Statement and noting the figures were re-stated from 2019/20.
7. Accounting Statements  
To approve Section 2 of the Annual Governance and Accountability Return 2020/21.
8. Neighbourhood Plan Steering Group  
To receive the Minutes of the Neighbourhood Plan Steering Group dated 18<sup>th</sup> May 2021 and agree any recommendations.
9. Youth Working Group  
To receive the Minutes of the Youth Work Group dated 24<sup>th</sup> May 2021 and agree any recommendations.
10. Public Spaces Working Group  
To receive the Minutes of the Public Spaces Working Group dated 27<sup>th</sup> May 2021 and agree any recommendations.
11. Policy and Resources Committee  
To receive the Minutes of the Policy & Resources Committee dated 1<sup>st</sup> June 2021 (tabled) and agree any recommendations.
12. Newsletter  
To agree the contents of the Summer 2021 Newsletter
13. Annual Report  
To agree the contents of the Annual Report 2020-21
14. Barclays Bank Faversham Branch Closure  
To respond to the letter from Barclays regarding the closure of the Faversham branch
15. Swale Borough Council Consultations on Town Centre Road Closures  
To respond to the informal consultation on town centre road closures.
16. Planning Consultant  
Cllr Irwin proposes the motion that "*Faversham Town Council resolves to appoint a Planning Advisor (PA) to support councillors in considering all planning applications*

*in excess of 10 units within the Parish Boundary*". This would include but would not be limited to reviewing plans to ensure their compliance with prevailing guidance including the Swale Local Plan, the Faversham Creek Neighbourhood Plan and any successor plans. In addition, it would be expected that the PA would identify any particular issues arising from the application that they felt would be of relevance to councillors when making their consideration. It would be anticipated that the PA would provide a short report on same. They would also be available to provide a short presentation to answer councillors' questions following receipt of report. They would not be expected to attend or participate in Planning Committee meetings.

17. Guidance on Conduct of the Mayor, Deputy Mayor and Town Councillors for Town Council Elections, By-Elections and other Elections

To adopt the Guidance on the Conduct of Councillors during a pre-election period.

18. Receipts and Payments

To resolve to agree receipts and approve payments via email