



4th October 2024

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 14th October 2024 at 7.00pm** in The Guildhall, 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. A member of the public shall not speak for more than 3 minutes during the public session. 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. 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. Town Council Minutes
To receive and accept as a true record the Minutes of the Town Council Meeting held on 9th September 24 and any matters for report.

4. Mayor's Announcements
To receive the Mayor's Announcements.
5. Heritage, Buildings and Creek Committee
To receive the Minutes of the Heritage Buildings and Creek Committee dated 4th September 2024 and agree any recommendations.
6. Community Committee
To receive the Minutes of the Community Committee dated 16th September 2024 and agree any recommendations.
7. Neighbourhood Plan Steering Group
To receive the Minutes of the Neighbourhood Plan Steering Group dated 23rd September 2024 and agree any recommendations.
8. Policy and Resources Committee
To receive the Minutes of the Policy and Resources Committee dated 30th September 2024 and agree any recommendations.
9. Active Travel Committee
To receive the Minutes of the Active Travel Committee dated 5th September 2024 and 3rd October 2024 (Tabled) and agree any recommendations.
10. Town Centre Parking
Cllr Perkin proposes the motion 'The Town Council writes to Swale Borough Council to ask them to urgently work together with ourselves and local businesses to address the parking situation in the town centre'.
11. Civility and Respect Pledge
The Civility and Respect Pledge was originally signed in December 2022 by the previous administration. The Town Clerk recommends that this pledge is revisited and renewed by current council members.

Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

Signing up to the civility and respect pledge demonstrated that our council was committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role and promote a positive culture.

The following statements were agreed in December 2022.

Statement
Our council has agreed that it will treat all councillors, the clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
Our council has put in place a training programme for councillors and staff
Our council has signed up to Code of Conduct for councillors
Our council has good governance arrangements in place including staff contracts, and a dignity at work policy.
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
Our council will commit to calling out bullying and harassment if and when it happens.
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

Councillors are asked to agree the following motion *‘To renew the Faversham Town Council’s recognition of the Civility and Respect Pledge’*

12. Autumn Newsletter

To approve the draft Autumn 2024 newsletter (Tabled).

13. Receipts and Payments

To resolve to agree receipts and approve payments for October 2024.

Join Zoom Meeting

<https://us02web.zoom.us/j/87881372427?pwd=HWibTPiOORcViDIdXeNUj0NzyRa2aG.1>

Meeting ID: 878 8137 2427

Passcode: 075651