



7th April 2025

TO ALL MEMBERS OF FAVERSHAM TOWN COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the ANNUAL Meeting of Faversham Town Council to be held on **Monday 12th May 2025 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. Election of the Mayor
To confirm the Mayor Elect, Cllr Rowlands, as Mayor of Faversham for the 2025-2026 Civic Year.
2. Election of the Deputy Mayor
To confirm the Deputy Mayor Elect, Cllr C Martin, as Deputy Mayor of Faversham for the 2025-2026 Civic Year.
3. Apologies
To receive apologies for absence.
4. 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).

5. Town Council Minutes
To receive and accept as a true record the Minutes of the Town Council Meetings held on 10th March 2025 and any matters for report.
6. Mayor's Announcements
To receive the Mayor's Announcements and confirmation of the Mayor's chosen charities for the Civic Year 2025-2026.
7. Belmont Road, Faversham Residents Parking Scheme Consultation
To agree a response to the above consultation.
8. Environment Committee
To receive the Minutes of the Environment Committee dated 9th April 2025.
9. Community Committee
To receive the Minutes of the Community Committee dated 28th April 2025 and agree any recommendations.
10. Policy and Resources Committee
To receive the Minutes of the Policy and Resources Committee dated 6th May 2025 and agree any recommendations (tabled).
11. Heritage Creek and Buildings Committee
To receive the Minutes of the Heritage Creek and Buildings Committee dated 7th May 2025 and agree any recommendations (tabled).
12. Appointment to Committees
To agree the appointment of Members to committees as put forward by each grouping.

To agree that membership of Working Groups of Standing Committees be agreed by each committee at the next available meeting, except the Water Quality Working Group, the membership of which should be decided now.
13. Terms of Reference of Committees and Working Groups
To agree the resolution *The Council confirms the review of the Terms of Reference for committees and working groups be delegated to Standing Committees.*
14. Appointment of Representatives to Outside Bodies
To agree the appointment of Representatives to Outside Bodies
15. Annual Action Plan
To approve the Annual Action Plan 2025-2026.
16. Bank Signatories
To review and approve signatories for all bank accounts.

17. Standing Orders

To agree the resolution *to delegate the reviewing of Standing Orders to the Policy and Resources Committee.*

18. Financial Regulations

To agree the resolution *to delegate the reviewing of the Financial Regulations to the Policy and Resources Committee.*

19. Insurance

To approve the resolution *“The Council confirms that arrangements for insurance cover in respect of all insurable risks is in place for the Civic Year 2025-2026”.*

20. Receipts and Payments

To approve the receipts and payments for June 2025 (tabled)

21. Private Session

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 sensitive nature of the business to be transacted.

22. Staffing Committee

To receive the Minutes of the Staffing Committee meeting dated 28th April 2025 and approve any recommendations.

23. Magna Carta Insurance

To approve the insurance renewal of Magna Carta.