

Issued 13th October 2016

**To all members of Swanley Town Council Estates and Facilities Committee
you are summonsed to
a meeting of the
Estates and Facilities Committee of Swanley Town Council
to be held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley,
on Wednesday 19th October 2016 immediately following the
Finance and Audit Committee meeting**

Members (7):

Conservative: Cllr T Searles (Chairman); Cllr V Southern (Vice Chairman); Cllr C Barnes;
Cllr H Willingale, Cllr S Gaire and Cllr J Hulton-Scott

Labour: Cllr M Hogg

AGENDA

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| 1. Apologies for Absence and Substitutes | |
| 2. Declarations of Pecuniary and Non-Pecuniary Interest | |
| 3. Minutes | |
| (a) To receive and approve the minutes of the meeting of
20 th July 2016 | (1-2) |
| 4. Update since last meeting | (3-5) |
| (a) To receive update report | |

Julie Pilbeam

Julie Pilbeam, Chief Executive Officer
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Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity. The maximum number of persons allowable in the Council Chamber at any one time for fire safety purposes is 40; the Town Council reserve the right to suspend a meeting by means of a vote should the standing orders of the Council be breached. A copy of Swanley Town Council standing orders is available upon request.