



**Council**

Members of the **Council of Gravesham Borough Council** are summoned to attend a meeting to be held at The Woodville, Civic Centre, Windmill Street, Gravesend, Kent on **Tuesday, 17 May 2022 at 7.00 pm** when the business specified in the following agenda is proposed to be transacted.

S Walsh  
Service Manager (Communities)

**Agenda**

**Part A**

**Items likely to be considered in Public**

**Note: Before the start of formal business, the Mayor will present awards to the Gravesham Community Award Winners.**

1. Apologies for absence
2. Declarations of Interest
3. Election of Mayor for the ensuing municipal year
  - 3.1 The Mayor will call for nominations.
  - 3.2 Members will vote by a show of hands on nominations.  
**(Note:** Candidates may vote)
  - 3.3 The incoming Mayor will come forward and stand to the right of the Mayor.
  - 3.4 The incoming Mayor will be asked by the Chief Executive to read aloud the Declaration of Acceptance of Office required by Section 83 of the Local Government Act 1972. The Mayor will then sign the declaration and the Chief Executive will announce the fact to the Council.

- 3.5 The outgoing Mayor will shake the hand of the incoming Mayor and vacate the Mayoral Chair.
- 3.6 The entire company will rise and the National Anthem will be played.
- 3.7 The company remain standing; the incoming Mayor will retire together with the outgoing Mayor and the platform party.
- 3.8 There will be an interval during the robing of the new Mayor.
- 3.9 The Mayor's return will be announced and the company asked to rise. The Mayor will return. The company will remain standing while the outgoing Mayor is conducted to her seat.
- 3.10 The Mayor's installation speech.
- 3.11 At the conclusion, the Mayor will move "that the best thanks of the Council be accorded to Lyn Milner for the manner in which she has carried out the office of Mayor during the past municipal year".
- 3.12 The Leader of the Executive will second the motion.
- 3.13 The outgoing Mayor will reply.

#### 4. Presentation of the Past Mayor's Badge

The Mayor will announce that a past Mayor's Badge will be presented to the outgoing Mayor.

#### 5. Mayoress / Mayor's Escort

The Mayor will announce the Mayoress / Mayor's Escort for the ensuing municipal year.

#### 6. Appointment of the Civic Chaplain

The Mayor will announce the Civic Chaplain and invest the incumbent with the Civic Cross.

#### 7. Election of the Deputy Mayor for the ensuing municipal year

- 7.1 The Mayor will call for nominations.
- 7.2 Members will vote by a show of hands on nominations.  
**(Note:** Candidates may vote)
- 7.3 The incoming Deputy Mayor will come forward and stand to the right of the Mayor.
- 7.4 The incoming Deputy Mayor will be asked by the Chief Executive to read aloud the Declaration of Acceptance of Office required by Section 83 of the Local Government Act 1972. The Deputy Mayor will then sign the declaration and the Chief Executive will announce the fact to the Council.

7.5 The Mayor will place the Chain of Office on the incoming Deputy Mayor and shake his/her hand.

8. Deputy Mayoress / Deputy Mayor's Escort

The Deputy Mayor will announce the Deputy Mayoress / Deputy Mayor's Escort for the ensuing municipal year.

9. Presentation of Bouquets

10. Minutes of the meeting of Council held on Tuesday, 12 April 2022

(Pages 5 - 10)

11. Confirmation of the arrangements in respect of the Cabinet - for information - details to be circulated separately

11.1 The Leader will decide upon the size of the Cabinet (subject to a maximum of ten, including the Leader and Deputy Leader) and will appoint Cabinet Members from among the serving Councillors;

11.2 The Leader will appoint the Deputy Leader from among the Cabinet Members.

12. Representation on Political Groups on Committees

12.1 To review the representation of the political groups on the following:-

Planning Committee  
Licensing Committee  
Finance and Audit Committee  
Overview Scrutiny Committee  
Crime and Disorder Scrutiny Committee  
Appointments Board  
Standards Committee  
Appeals Sub-Committee  
Appointments Panel  
Hackney Carriage Sub-Committee  
Licensing Panel

12.2 Subject to the review, to determine the allocations of seats thereon to the Political Groups.

12.3 Subject to the Service Manager (Communities) receiving notification of each Group's wishes in relation to the appointment of Members to those seats, to appoint the Council's Committees as identified in 12.1 above.

### 13. Appointment of Members to Committee and Boards

To appoint Members together with the Chairs and Vice-Chairs (where required) to the following Committees and Boards:-

Planning Committee  
Licensing Committee  
Finance and Audit Committee  
Overview Scrutiny Committee  
Crime and Disorder Scrutiny Committee  
Appointments Board  
Standards Committee  
Appeals Sub-Committee  
Appointments Panel  
Hackney Carriage Sub-Committee  
Licensing Panel

*Joint arrangements with other local authorities:-*

Joint Transportation Board  
South Thames Gateway Building Control Joint Committee

### 14. Appointment of representatives to Outside Bodies

To make appointments to outside bodies.

### 15. Scheme of Delegation

To re-affirm the scheme of delegation relating to the Council's functions other than Cabinet functions. An electronic link to Annex 1 of the Constitution herewith:-

[Document \(1c\)Annex 1 - Responsibility of Functions - Gravesham Borough Council](#)

### 16. Timetable of meetings for the forthcoming municipal year

(Pages 11 - 12)

To approve the timetable of meetings for the forthcoming municipal year.

### 17. Questions

To consider any questions submitted under the Council Procedure Rules from members of the public (Rule 13) or Members of the Council (Rule 14).