



Queenborough Town Council

44 High Street
Queenborough
Kent
ME11 5AA
01795 668509

To All Electors of Queenborough and Rushenden

The **Annual Meeting** of Queenborough Town Council convened by the Mayor, Councillor Ashley Shiel, will be held on Wednesday 29th May 2024, commencing at 7.30pm in the Guildhall, High Street, Queenborough, Kent.

Members of the public and press are invited to attend the meeting.

AGENDA

- 1. Emergency Evacuation Procedure**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
- 4. Review the Minutes and any matters arising from those minutes of the Annual Meeting held on 24th May 2023**
- 5. Outgoing Mayor's remarks from Councillor Ashley Shiel**
- 6. Election of Town Mayor for 2024/2025**
 - a) Receive Declaration of acceptance of office by elected Town Mayor
 - b) Town Mayor to appoint their consort for the forthcoming year
- 7. Incoming Mayors remarks**
- 8. Election of Deputy Town Mayor for 2024/2025**
 - a) Receive Declaration of acceptance of office by elected Deputy Town Mayor
 - b) Deputy Town Mayor to appoint their consort for the forthcoming year.
- 9. Incoming Deputy Mayor remarks**
- 10. To Adopt the Mayoral Cadet Role**

(if adopted, the new Mayoral Cadet to be invited and announced at the next Full Council Meeting)
- 11. Appointment of committees for the period to the end of May 2025**
- 12. Adoption of the Schedule of Meetings for the period to the end of May 2025**
- 13. Selection of Members to serve on committees and working parties.**

Committees; Environment, Finance and General Purposes, Planning.

Working Parties; Allotments, Christmas Lights and Annual Events, In Bloom, Emergency Food Bank, Community Crisis Plan, Queenborough and Rushenden Neighbourhood Plan Steering Group.

Email address: townclerk@queenborough-tc.gov.uk
Web address: queenborough-tc.gov.uk



Queenborough Town Council

44 High Street
Queenborough
Kent
ME11 5AA
01795 668509

14. Selection of Town Council Representatives to serve on outside bodies

Local Community Bodies

- a. Queenborough Town Community Centre (2)
- b. Queenborough Fishery Trust this remains as trustees for two years elected by Full Council (2)
Currently Councillors Sue Simpson and Jackie Constable elected.
- c. Queenborough Harbour Trust (1)
- d. Queenborough School and Nursery (1)
- e. Queenborough Independence Day (1)
- f. Rushenden Community Hall Association (1) informally known as Rushenden Club
- g. Rushenden Wellbeing Hub (1) informally known as Rushenden Community House
- h. VEL Surgery Patient Participation Group (1)
- i. Sheppey Light Railway Greenway (1)

Swale Area Bodies

- j. KALC – Swale Area Committee (2)
- k. SBC Sheppey Area Committee of SBC (1)
- l. Swale Joint Transport Board (1)
- m. Swale Rail (inc. Kent Community Rail Partnership) (1)
- n. Local Council's Liaison Forum of SBC remains as current Town Mayor and the Town Clerk (2)

15. Reserved for Late Inclusions previously notified to the Chair

16. Any Other Business (for information only)

Lisa Gransden

Town Clerk and Responsible Financial Officer

The Annual Meeting maybe recorded, as Data Controller under the Data Protection act by entering the meeting you are consenting to being recorded and to the Council's use of those recordings for public reporting.

Email address: townclerk@queenborough-tc.gov.uk
Web address: queenborough-tc.gov.uk