

To all Members

Direct Line: (01536) 535661
Email: davidpope@kettering.gov.uk
Our Ref: DP
Your Ref:
Date: 8th December 2015



Dear Councillor

You are summoned to a meeting of Kettering Borough Council to be held in the Council Chamber, Municipal Offices, Bowling Green Road, Kettering on Wednesday, 16th December 2015 at **6.30 pm**.

Yours faithfully



D Cook
Chief Executive

***Prior to commencement of the meeting The Songbirds Choir
will entertain members with festive songs***

A G E N D A

1. Apologies.
2. Minutes of the meeting of the Council held on 23rd September 2015 to be approved as a correct record and signed by the Mayor
3. Declarations of Interest:-
 - Disclosable Pecuniary Interests
 - Personal Interests
4. To receive any announcements from the Mayor and/or the Leader of the Council.
5. Report of the Chief Executive.
6. The Mayor to ask members of the public present if they want to speak on any item on the agenda.

Reports:

7. Council Tax Support (*report attached*)
8. Biodiversity Supplementary Planning Document for Adoption (*report attached*)
9. Changes to the Capital Programme (*report attached*)
10. Statement of Gambling Policy (*report attached*)
11. Honorary Alderman and Freemen of the Borough (*report attached*)
12. Appointment of Parish Members to the Standards Advisory Committee (*report attached*)
13. Protocol for Use of Electronic Devices and Social Media by Members (*report attached*).
14. To receive questions from members.
15. Any matters of urgency that the Mayor decides should be considered.

After the meeting has concluded, the Mayor invites all members to join her in the Mayor's Parlour for seasonal refreshments.

Fire Alarm

All meetings shall be adjourned immediately on the sounding of the fire alarm. The alarm is a continuous two-tone siren. On hearing the alarm please leave the building by the nearest emergency exit. There are emergency exits at both ends of the corridor outside the meeting rooms. On leaving the building please cross the car park and assemble on the grassed area by the church. Do not attempt to drive out of the car park as this may impede the arrival of emergency vehicles. Please do not return to the building until you are told it is safe to do so by a Council employee.

Toilets

There are toilets in the corridor off the main entrance to the building you came through to get to the meeting room.

Facilities for Babies and Children

If you wish to use a private area to feed your baby please ask a member of staff. There are changing facilities in the corridor off the main entrance adjacent to the toilets.

Access for Disabled People

There are allocated parking bays outside the main entrance to the Municipal Offices for disabled people. The meeting rooms are located on the ground floor and access is gained for wheelchair users via the main entrance. If you require assistance, please ask the attendant on duty in the reception area.

No Smoking

Smoking is not permitted in the Municipal Offices.

Reporting on Meetings of the Council

Members of the press and public are entitled to report on meetings of the Council, Committees and the Executive, except in circumstances where they have been excluded in accordance with national rules.

If you wish to report on this meeting, please telephone 01536 534191 or email democracy@kettering.gov.uk at least two days before the meeting to enable the Council to provide reasonable facilities for you to do so. Failure to advise the Council of your intention may mean the necessary facilities will not be available.

If you are planning to attend, and do not wish to be recorded or photographed, please inform the Chair at the start of the meeting. The Protocol for members of the public wishing to film and report on meetings is available on Kettering Borough Council's website at:

<http://www.kettering.gov.uk/recordingmeetings>