

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY 25<sup>TH</sup> SEPTEMBER, 2003

PRESENT:

Cllr. B E Read (Chair)	Cllr. J A Hayes
Cllr. L J Bobby	Cllr. M D G Jackson
Cllr. C Broadley	Cllr. P A Read
Cllr. T J Carrington	Cllr. P J Scanlan
Cllr. Mrs A R Harvey	Cllr. Mrs G B Tripp

223 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs Angell, Openshaw, Mrs Read, Creed, Bennett and Sangar.

224 MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> JUNE 2003

The Minutes of the Meeting held on 12<sup>th</sup> June 2003 were signed and approved as a true record. Proposed by Councillor Jackson and seconded by Councillor Mrs Harvey.

225 DECLARATIONS OF INTEREST

No additions or amendments were made to the registered list.

226 INCOME & EXPENDITURE REPORTS

Members were provided with detailed income and expenditure reports for the months of April, May, June and July 2003 (attached) of income totalling

227 AUDIT COMMISSION

Members were asked to approve the payment of the Audit Commission invoice for £1,250 being the external audit fee for the year end 31 March 2002. It was,

RECOMMENDED

that the payment be approved. Proposed by Councillor Read and seconded by Councillor Mrs Harvey.

228 ANNUAL INSURANCE PAYABLE TO DARTFORD BOROUGH COUNCIL

Members were asked to approve the payment of the annual insurance premium for the Leisure Centre of £2895.41 payable to Dartford Borough Council. It was,

RECOMMENDED

that the payment be approved. Proposed by Councillor Read and seconded by Councillor Bobby.

229 ANNUAL RETURN FOR YEAR END 31 MARCH 2002

Members were advised that the Annual Return for the year end 31 March 2002 had been approved by the Audit Commission. Members were provided a copy of the Auditor's Report. It was, NOTED.

230 BALANCE SHEET AND ANNUAL RETURN FOR YEAR END 31 MARCH 2003

Members were advised that the Clerk had had problems with the balance sheet and was therefore unable to provide a copy of it to Members for approval. She advised that there was a problem with the brought forward figures from the previous year, which had been caused by changing from a manual to a computerised system. It was,

RECOMMENDED

that this item be deferred and represented at the next full Town Council meeting. It was also, RECOMMENDED, that a working group be set up to establish a risk management system and that the report presented at the next full Town Council meeting for Members to adopt.

231 CHRISTMAS LIGHTS

Members were advised that the Clerk was in the process of obtaining quotes for erecting the Christmas Lights in the High Street. Out of the three companies that had been requested to quote for this, only one had responded. The quote was for £1990. It was,

RECOMMENDED

to accept this quote. Members were satisfied that this company had carried out the work for several years and were confident in their ability. It was also, RECOMMENDED, that the money set aside for the purchase of new Christmas lights be carried forward into the next financial year. However, the Clerk was instructed to get a quotation for putting up strings of lights round the lamp posts and report this back to the Committee.

232 PURCHASE OF CAMCORDER

Members were asked to approve the purchase a Camcorder for approximately £250-£300. It was felt that it was a necessary tool for the Town Council to have in order to try and record a lot of the criminal incidents taking place in the area. It was,

RECOMMENDED

that this purchase be approved.

233 CRIME PREVENTION/TRAFFIC WORKING PARTY

Members were provided with a copy of the report of the Meeting held on 23 July 2003. It was, NOTED.

234 SWANSCOMBE CEMETERY

Members were advised that a meeting had been held during Recess between Councillors' Read, Bobby and the Clerk with Dartford Borough Council regarding the Cemetery closing hours. Members were advised that it had been agreed that the Council's park staff would lock the Cemetery at 7.00 pm during the months of April to September each year with the responsibility of Dartford Borough Council locking the gates during the winter months. It was,

RECOMMENDED

that the actions taken during Recess on this matter be endorsed by Members.

235 EUROPEAN PARLIAMENTARY REGION ELECTION

Members were advised that the Grove Hall was being used as a polling station for the above elections on Thursday 10 June 2003. It was, NOTED.

236 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was RESOLVED that the Press and Public be asked to leave the meeting whilst the next Agenda was discussed.

237 MOTORBIKE NUISANCE REPORT

Members were issued with a copy of Report. It was,

RECOMMENDED

that the Clerk arrange a further meeting.

238 CHARGE ON PROPERTY

Members were provided with an update regarding the charge on a property relating to Church Road. It was, NOTED.

239 HIGHWAY MAINTENANCE AND ASSET MANAGEMENT PLAN

Members were informed of a document that was received from Dartford Borough Council regarding the above. It was,

RECOMMENDED

that Councillor Fitzpatrick review this document for comment and that any other Member wishing to review it should pass comments back to the Clerk.

240 CEMETERIES AND CREMATORIA BEREAVEMENT SERVICES – BEST VALUE REVIEW

Members were provided with correspondence from Dartford Borough Council regarding the above. It was,

RECOMMENDED

that the Town Council respond with the following comments:

- 1 That Members were concerned about the future arrangements of Swanscombe Cemetery once it was full.
- 2 That Members found it difficult to contact the Officers responsible for this service.
- 3

241 COMMUNITY PATHS PROJECT

Members were provided with correspondence from Kent County Council regarding this project. It was,

RECOMMENDED

that the Clerk contact KCC to obtain further information.

242 EAGLES ROAD CAR PARK

Members were provided with correspondence from Dartford Borough Council regarding the plans for the car park at the Eastern End of Eagles Road. It was, NOTED.

243 RURAL SERVICES STANDARD 2003

Members were provided with correspondence from Defra regarding the above. It was, NOTED.

244 KCC – FRAMEWORK FOR COMMUNITY SAFETY 2003/04

Members were advised that a copy of this document was available in the office for comment. The Clerk advised that due to the size of the document it was economical to copy for each Member. It was,

RECOMMENDED

that any Councillor wishing to review this document should contact the Clerk and advise of any comments.

245 DARTFORD BOROUGH COUNCIL – PRIVATE SECTOR RENEWAL STRATEGY AND POLICY

Members were advised that this document had been received. It was, NOTED.

246 RECONSTITUTION OF SCHOOL GOVERNING BODIES

Members were provided with correspondence from KCC regarding changes to how minor Authorities would be represented. It was, NOTED.

247 COMMUNITY BEST VALUE REVIEW – DARTFORD BOROUGH COUNCIL

Members were advised that a team meeting had been held at Dartford Borough Council regarding this review and that papers were available in the office for Members comments. It was, NOTED.

248 PERIODIC ELECTORAL REVIEW OF KENT COUNTY COUNCIL

Members were provided with correspondence from the boundary Committee regarding this review and advised that comments from the Council needed to be received by 6 October 2003. It was, NOTED.

249 COUNTRY EYE

Members were advised that the Clerk had received details of this schme from Kent Police. It was, NOTED.

250 COMPLAINT REGARDING ANTI-SOCIAL BEHAVIOUR

Members were provided with correspondence received for a local resident complaining about the above. It was,

RECOMMENDED

that the Clerk respond to this resident advising that they should continue to contact the Police for their assistance and to log this on the Council's problems register that is forwarded to the Police and Dartford Borough.

251 GASPP MINUTES

Members were provided with a copy of the minutes for a meeting held on 8 July 2003. It was, NOTED, but it was also,

RECOMMENDED

that the Clerk contact the leader of this Group to request that a Member of the Town Council be asked to attend future meetings.

252 KENT AND MEDWAY STRUCTURE PLAN 2004

Members were advised that a copy of the above plan had been received for comment. The Clerk advised that because of the size of the document it was economical to copy but was available in the office for comment upon. Councillor Broadley advised Members that he would be attending the consultation meeting that had been arranged at Dartford Borough Council on 29 September. It was,

RECOMMENDED

that Councillor Broadley report back to the Committee about this meeting and that the Clerk contact KCC to request a similar meeting with the Town Council.

253 FUNDING INFORMATION FAIR

The Clerk advised Members of Funding Information Fair that was being arranged by Dartford Borough Council on 15 October. It was,

RECOMMENDED

that the Clerk and Councillor Read attend this day and that any other Member wishing to attend advise the Clerk accordingly.

254 DARTFORD COMMUNITY LEARNING FORUM

Members were provided with details of this Forum on 26 September that they were invited to attend. It was, NOTED.

255 KENT TREE WARDEN SCHEME

Members were advised of correspondence regarding the above scheme. It was,  
  
RECOMMENDED  
  
that the Clerk contact them for further information.

266 CONNEX SOUTH EASTERN AND NETWORK RAIL

An invitation had been received from Network Rail to attend a public meeting. It was, NOTED.

267 CRAYLANDS LANE DEVELOPMENT

The Town Clerk advised Members that the Town Council was now in a position to sign the completion certificates for this development as everything had been completed to satisfaction. There were some minor legalities with regard to the Section 106 Agreement that the Clerk needed to check with the solicitors. It was,  
  
RECOMMENDED

that the Clerk be given delegated powers of authority to complete this matter.

268 SPORTS PAVILION

Members were advised that the Sports Pavilion Working Party would be meeting with representatives of the Swanscombe & Greenhithe Association of Sports and Social Clubs to discuss outstanding monies owed on rent and bill payments on 2 October. Members would be advised of the outcome in due course.

269 SWANSCOMBE LIBRARY

Members were provided with a copy of correspondence received from KCC regarding Swanscombe Library. It was, NOTED.

270 TOWN PLANNING

The following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/03/00627	Kent Thameside Fastrack, Everard's Link Phase 1, being the provision of a bus priority route and interchange, including associated landscaping works, that will form part of the Kent Thameside Fastrack major scheme.
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Land immediately north of the railway line and immediately east of Station Road, Greenhithe

OBSERVATIONS      Any planting is carried out early in order for it to establish properly. That the environmental barrier is not just aesthetic, but does actually absorb noise and that the any works should not interfere with the existing and only traffic route in this area.

Members were advised that the following "granted" decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00631/COU      59 Milton Street, Swanscombe  
  
Change of use of dwelling house to form two self contained flats.

DA/03/00659/COU      Unit M5, Kent Kraft Industrial Estate, Lower Road, Northfleet  
  
Change of use of industrial unit to provide 4 bank practice units on ground floor and storage on first floor.

Members were advised that the following "granted" decision notice had been received from KCC. It was, NOTED.

DA/03/511/R3      Specific details of the proposed dark green colour resin of the fencing – Knockhall CP School, Eynsford Road  
  
Change of colour of fence to Moss Green which must be similar to British Racing Green

#### 271 GARAGES AT KEARY ROAD

Members asked anyone was aware that the garages at the back of Keary Road were being demolished and questioned about a van that had been seen picking up fencing and bricks.

#### 272 RUBBISH IN BACK ALLEYS

Members were advised that dumping of rubbish was yet again happening in the back alleys in the area.

The Meeting closed at 8.59 pm.

MINUTES of the MEETING of the PERSONNEL COMMITTEE  
held at the GROVE HALL, THE GROVE, SWANSCOMBE on  
THURSDAY, 16<sup>TH</sup> OCTOBER 2003 AT 6.30 PM

PRESENT:

	Cllr. B E Read (Chair)
Cllr. Mrs C Angell	Cllr. C Creed
Cllr. L J Bobby	Cllr. D Rowlands

273 APOLOGIES FOR ABSENCE

No apologies of absence were received.

274 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

275 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

276 MINUTES OF THE MEETING HELD ON 3<sup>rd</sup> JULY 2003

The Minutes of the meetings held on the 3<sup>rd</sup> July 2003 were signed and recorded as a true record. Proposed by Councillor Bobby and seconded by Councillor Read.

277 STAFFING

Members were provided with details of staff sickness since the last meeting. It was,

RECOMMENDED

that sickness levels continue to be monitored and that at future meetings the Clerk produce a report of running totals of sickness.

278 TRIBUNAL

Members were given the latest details on an employment tribunal. It was, NOTED.

279 RECREATION SUPERVISOR

Members were advised of a situation with a recreation supervisor. It was,



RECOMMENDED

that the letter be amended and sent to the Recreation Supervisor.

280 USE OF MOBILE PHONE

Members were advised that a Member of staff had been awarded an amount per month to contribute to the cost of usage of a personal mobile phone for Council business. However, the member of staff had not received payment since November 2000. It was,

RECOMMENDED

that the Member of staff receive the appropriate back pay and that the Council's contribution be increased by £2 per month.

281 HANDYMAN

Members were advised that the Clerk had received an application for the position of Handyman. It was,

RECOMMENDED

that this position be put on hold.

282 STOCKTAKE OF LOCAL GOVERNMENT PENSION SCHEME

Members were provided with correspondence relating to the above. It was,

RECOMMENDED

that Members review document and pass any comments to the Clerk in order for her to respond by the deadline of 1 December 2003.

283 TOWN CLERK

Members wished to discuss the Clerk's salary and the Clerk was therefore asked to leave the meeting. It was,

RECOMMENDED

that the Clerk arrange annual reviews and appraisals for all Members of staff as soon as possible and that the Personnel Committee would conduct the Clerk's future reviews and appraisals. The Clerk was also awarded a salary increase of two spinal points effective 1 November 2003.

The Meeting closed at 7.09 pm.

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN  
COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on  
THURSDAY, 16<sup>th</sup> OCTOBER 2003 at 7.30pm

PRESENT: Cllr. Mrs A Harvey - Chair

Cllr. Mrs C Angell	Cllr. D J Bennett
Cllr. L J Bobby	Cllr. C Broadley
Cllr. T J Carrington	Cllr. C Creed
Cllr. J A Hayes	Cllr. M Jackson
Cllr. M J Munn	Cllr. M Murphy
Cllr. V Openshaw	Cllr. B E Read
Cllr. Mrs I A Read	Cllr. D Rowlands
Cllr. K Sangar	Cllr. P J Scanlan

284 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Fitzpatrick and P Read

285 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

286 MINUTES OF THE MEETING HELD ON 3 JULY 2003

It was,

RESOLVED

that the Minutes of the above Meeting were approved and signed as a true record. Proposed by Councillor M Jackson and seconded by Councillor T J Carrington. All agreed.

287 PRESENTATION ON THE REDEVELOPMENT OF THE KORSNAS SITE

Councillor A Harvey introduced Mr A Hannigan Public Relations, Consultant for the Korsnas Site.

Mr Hannigan introduced his two colleagues Mr Sean Burroughs, Commercial Director for Cadenza and Mr Hugh Morgan from Montagu Evans.

A presentation was given to Members on the redevelopment of the Korsnas Site and the issues concerning local residents.

There were originally 450 homes planned for this site but following consultation this had been reduced to 370, 1 and 2 bed flats and 2 and 3 bed houses are planned.

The use for the Community Building had not yet been decided and the developer requested ideas from the Town Council. They confirmed that there were committed to providing this facility.

It was confirmed that parking would be provided for residents living in Taunton Road and that 1.5 parking spaces would be provided per property.

Access to and from the site was discussed and Members raised concerns regarding the importance of planning the traffic lights so as not to cause added congestion and also moving of the existing bus stop. These points would be taken up with the relevant bodies.

Members raised the question of maintenance of the open spaces and play area and it was confirmed that this could be something that the Town Council could get involved in.

Councillor Annette Harvey thanked the representatives from the Korsnas Development for their presentation.

#### 288 BALANCE SHEET AND YEAR END FOR 31<sup>st</sup> MARCH 2003

Members were provided with a copy of the Balance Sheet and Year End Figures for 31<sup>st</sup> March 2003.

It was,

RESOLVED

that the Balance Sheet and year end figures be accepted. Proposed by Councillor B E Read and seconded by Councillor T J Carrington. All agreed.

#### 289 HEALTH & SAFETY POLICY

Members were provided with a copy of the Health & Safety Policy.

It was,

RESOLVED

that an outside company be engaged to carry out specific health and safety risk assessments.

#### 290 RISK MANAGEMENT

Members were provided with a copy of the Risk Management document.

It was,

RESOLVED

that the document be accepted, with a review to be carried out in 6 months. Proposed by Councillor B E Read and seconded by Mrs A R Harvey.

#### 291 EASTERN QUARRY

Members were advised that an amended planning application had been received from Land Securities.

It was,

RESOLVED

that the application be referred to the Major Development Working Group on Monday 20 October at 2.30 pm and that comments be given to Dartford Borough Council at a meeting being held on Thursday 23 October.

292 CRAYLANDS LANE DEVELOPMENT

Members were advised that the Clerk had met with the Council's solicitors on Monday 13 October with regard to outstanding items on this development.

It was,

RESOLVED

that the Section 106 Agreement be signed off subject to confirmation from the relevant authorities regarding the kissing gates and paths on the housing development.

293 GREENHITHE FORESHORE

Members were advised that the Town Clerk was still awaiting a response from Crest Nicholson regarding matters on the Foreshore.

294 POLICING

Members were provided with a copy of correspondence that had been received from a local resident regarding problems encountered with anti-social youths and a copy of the Town Council's response. Because of the problems being experienced in the area, Members were also provided with copies of draft letters to the Chief Constable of Kent Police, the Deputy Leader of Dartford Borough Council and also the Director of Community Services. A draft petition to the Police was presented for Members consideration. Member's were asked whether they thought an interview with the local press about the problems being experienced was a good idea.

It was,

RESOLVED

that the letters as drafted be sent. That the petition be circulated and also that the Town Council invite the press for an interview. Councillor Angell confirmed she would supply the Clerk with details of Kent County Council's Truancy Officer.

295 COMMUNITY WARDENS

Members were advised that there were still no details coming forward about the wardens.

It was,

RESOLVED

that the Clerk write to the Director of Community Services at Dartford Borough Council requesting a meeting with Members to discuss all issues to these posts.

296 SPEEDING TRAFFIC

Members were provided with a copy of a letter from a local resident regarding the speed of traffic through Alkerden Lane, Manor Road and the top of Milton Street.

It was,

RESOLVED

that as the Town Council had no jurisdiction over this, a copy of the letter be passed to Highways at Dartford Borough Council and Kent County Council Highways for them to respond. The matter should also be referred to the Crime Prevention/Traffic Working Party.

297 REGIONAL MINERALS STRATEGY: CONSULTATION DRAFT

Members were provided with a copy of the draft strategy and advised that the consultation period ends on 3 November 2003. It was, NOTED

298 MINUTES OF THE KAPC DARTFORD AREA COMMITTEE

Members were provided with a copy of the Minutes of the meeting held on 14 August 2003. They were, NOTED

299 TENANT PARTICIPATION

Members were provided with correspondence from Dartford Borough Council regarding tenant participation initiatives. It was, NOTED

300 RAIL LINK COUNTRYSIDE INITIATIVE

Members were provided with an invitation to attend the Annual Forum on 13 November 2003 at Gravesham Borough Council's offices. It was, NOTED

301 PARISH NEWS

Members were provided with a copy of Issue No 295 of the KAPC Newsletter. It was, NOTED

302 ADVANCEMENTS IN HIP SURGERY

Members were informed that they were invited by Dartford & Gravesham NHS Trust to attend a talk from an Orthopaedic Consultant regarding hip replacements, taking place on 16 October 2003 at 6.00 pm in the Philip Farrant Education Centre at Darent Valley Hospital. It was, NOTED

303 TOWN MAYORS ANNOUNCEMENTS

The Mayor Councillor Mrs A Harvey would be attending a Fete at the Oast House on Saturday 18<sup>th</sup> October at 2pm and all members were invited.

304 MANAGEMENT CONTRACT FOR LEISURE CENTRE

Members were advised that the tenders had been received and that a Leisure Centre Committee would be held on 29<sup>th</sup> October to discuss this. A full Town

Council Meeting would be scheduled for 13<sup>th</sup> November for recommendations to be endorsed.

305 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/03/00891/FUL Demolition of part of single storey side extension and erection of a part two/part single storey side/rear extension

75 Broomfield Road, Swanscombe

OBSERVATIONS No observations providing neighbours were consulted

DA/03/00894/FUL Erection of a part two/part single storey rear extension to provide 3 no. 1 bedroom flats

23 High Street, Swanscombe

OBSERVATIONS Members would like a site meeting before considering the application further.

DA/03/00914/FUL Erection of a single storey side/rear extension

8 Hasted Close, Greenhithe

OBSERVATIONS No observations providing neighbours were consulted

Members were advised that the following planning application had been received from Kent County Council for consideration:

DA/03/TEMP/0034 New canopy/veranda/external store, forming part of new nursery within existing school building, landscaped hard and soft play areas enclosed by security fence. New car parking.

Swanscombe Infant School, Keary Road, Swanscombe

OBSERVATIONS No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council and were NOTED

DA/03/00782/REM The Woodlands, Ingress Park, Greenhithe

DA/03/00787/REM Waterfront 1 Ingress Abbey, Ingress Park, Greenhithe

DA/03/00825/REM Waterfront 1, Ingress Park, Greenhithe

- DA/03/00836/REM Plots 152, 154 – 157, 239 & 277 Woodlands Ingress Park, Greenhithe
- DA/03/00833/FUL 18, Park Road, Swanscombe, Kent
- DA/03/00789/FUL 4 Stafford Close, Greenhithe, Kent
- DA/03/00627/CPO Land North of Railway Line East of Station Road, Greenhithe
- DA/03/00832/CPO Knockhall CP School, Eynesford Road, Greenhithe

Members were advised that the following refused decision notice had been received from Dartford Borough Council and was, NOTED

- DA/03/00420/CPO 186A Milton Road, Swanscombe, Kent

Members were advised that the following prior approval notice had been received from Dartford Borough Council and was, NOTED

- DA/03/00699/TDA Site 100m South of Bluewater Entrance Roundabout, Bean Road, Greenhithe

Members were advised that the following notification concerning a Planning Applications Committee Meeting had been received from Kent County Council and was, NOTED

- DA/03/627 Kent Thameside Fastrack, Everard's Link Phase 1, being the provision of a bus priority route and interchange, including associated landscaping works, that will form part of the Kent Thameside Fastrack major scheme.

Land immediately north of the railway line and immediately east of Station Road, Greenhithe

**Planning Application Committee, Tuesday, 14<sup>th</sup> October, 2003, Sessions House, County Hall, Maidstone at 10am**

Members were advised that further to the Town Council's comments on application no DA/03/00627 regarding the Station in Greenhithe, correspondence had been received from KCC confirming that the environmental (noise) barrier would be fully functioning as a noise barrier for residents to the north of the site and that there would be very little interference with the existing road network as the only work required on the existing highway was limited to tie-in works at the Station Road roundabout and the improvements to the footway on the east side of Station Road south of the roundabout. These works would be carried out outside of peak hours. This was NOTED

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration:

- DA/03/00880/FUL Provision of a dormer window in rear elevation to

provide an additional room in the roof space.

1D London Road, Greenhithe

OBSERVATIONS No observations providing neighbours are consulted

DA/03/00915/FUL Erection of a rear conservatory

5 Watermans Way, Greenhithe

OBSERVATIONS No observations providing neighbours are consulted

DA/03/00884/ADV Erection of a bus shelter for the display of 2 double sided internally illuminated poster advertisement signs.

Bus Shelter Adjacent 1-14 All Saints Close, High Street, Swanscombe

OBSERVATIONS No observations

DA/03/00883/ADV Erection of a bus shelter for the display of 2 double sided internally illuminated poster advertisement signs.

Bus Shelter opposite Nelson House, London Road

OBSERVATIONS No observations

DA/03/877/FUL Erection of a two storey side extension

20 St Peters Close, Swanscombe

OBSERVATIONS No observations providing neighbours were consulted

Members were advised that the following refused decision notice had been received from Dartford Borough Council. It was, NOTED

DA/03/00734/FUL 2 London Road, Greenhithe

Demolition of existing garage and erection of a single storey side extension to form self contained unit.

### 306 CRIME PREVENTION

Members asked whether it was possible for the Chief Crime Prevention Officer to attend one of the Council Meetings?

### 307 DUMPING/FLY TIPPING

Members were asked if they were aware that the 5 garages at the back of Keary Road had been demolished and that there was a great deal of rubbish that had been dumped. Members also asked if the wall was going to be replaced by the garages.



308 GREENHITHE PRE-ARK SCHOOL

Members were asked if they were aware that there had been some incidents with Greenhithe Pre-Ark School, which were being televised that evening.

309 RE-CYCLING SACKS

Members asked whether it would be possible to hold supplies of these sacks on the premises and were advised that there was a supply held at the Rent Office.

310 STOLEN BICYCLE

Members were asked whether they were aware that a bicycle had been stolen from an 80 year old lady and that police did not deem it a crime as it was not padlocked or chained.

311 RUBBISH

Members were made aware that there was a lot of rubbish in The Grove round by the Pavilion.

The Meeting closed at 9.35pm

MINUTES of the MEETING of the LEISURE CENTRE COMMITTEE  
held at the LEISURE CENTRE, CRAYLANDS LANE on  
WEDNESDAY, 29<sup>TH</sup> OCTOBER 2003 AT 7.30 PM

PRESENT:

Cllr. T J Carrington (Chair)	Cllr. V Openshaw
Cllr. D J Bennett	Cllr. B E Read
Cllr. C Creed	Cllr. P J Scanlan

312 APOLOGIES FOR ABSENCE

No apologies for absence were received.

313 DECLARATIONS OF INTEREST

No additions or alterations were made to already declared list.

314 MINUTES OF THE MEETING HELD ON 11<sup>TH</sup> JUNE 2003

The Minutes of the Leisure Centre Committee held on 11<sup>th</sup> June 2003 were accepted as a true record. Proposed by Councillor B E Read and seconded by Councillor C Creed.

315 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

316 MANAGEMENT CONTRACT

Members were provided with a copy of the tender documents received from Company A and Company B and an additional analysis report of these. Members were also advised that a total of four companies had been asked to tender, but that two had declined to tender.

Councillor Carrington explained to new Members the reasons for the Town Council wishing to sub-contract the management of the Leisure Centre.

Members discussed both tenders in great detail and agreed that Company B would be their preferred choice to proceed with into negotiations with. It was therefore,

RECOMMENDED

that the Leisure Centre Committee make the following recommendation to the Full Town Council at a Special Meeting being held on 13 November 2003:

That the tender for the management of Swanscombe Leisure Centre be taken up with Company B and that solicitors be engaged to finalise the lease and management contract as soon as possible with a view to going operational on 1 April 2004.

317 STOCKTAKE

Councillor Read asked about the latest stocktake figures. The Clerk explained that the last quarter's report was still awaited but from a verbal confirmation with the stocktaker the figures were a great improvement. He confirmed that the change of Senior Recreation Supervisor had helped this.

318 UNFAIR DISMISSAL

Councillor V Openshaw asked for the latest information on the case of unfair dismissal of a Member of the Leisure Centre staff. It was confirmed that a hearing was being held to determine whether the case should be heard as it was submitted out of date.

The Meeting closed at 8.15 pm.



MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY, 6<sup>TH</sup> NOVEMBER, 2003

PRESENT:

	Cllr. T J Carrington – Chair	
Cllr. Mrs C Angell		Cllr. M D G Jackson
Cllr. D J Bennett		Cllr. M J Munn
Cllr. L J Bobby		Cllr. V Openshaw
Cllr. C Broadley		Cllr. D M Rowlands
Cllr. Mrs A R Harvey		Cllr. P J Scanlan
Cllr. J A Hayes		Cllr. Mrs G B Tripp

IN ATTENDANCE: Mr Les Howel, Parks Foreman

319 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' C Creed, B Fitzpatrick, M Murphy, B Read, P Read and Mrs I Read.

320 MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> SEPTEMBER 2003

The Minutes of the Meeting held on 18<sup>th</sup> September 2003 were signed and approved as a true record. Proposed by Councillor Mrs Harvey and seconded by Councillor D J Bennett.

321 DECLARATIONS OF INTEREST

No additions or amendments were made to the registered list.

322 PARKS REPORT

Members were provided with a report from the Parks Foreman which was NOTED, apart from the following items.

323 DOG BINS

Members were advised of issues that residents of Neptune Park and Ingress Park had with regard to the installation of dog bins on Town Council controlled public open spaces. The Town Clerk advised Members that there was no law requiring the Town Council to install bins. However, having obtained the advice of Dartford Borough Council, it is the Town Council's duty, to act as a responsible authority by providing bins for dog walkers to use. After much discussion, it was,

RECOMMENDED

that the Town Council adopts this as Policy and that the Parks Foreman be empowered by Members for the siting of these bins. He would also put fine notice stickers up. It was also, recommended that the Clerk arrange a Meeting with Crest Nicholson as soon as possible regarding the bin at the Foreshore.

324 CHESTNUT TREES AT MANOR PARK

Members were advised that the tree inspection would take place on the chestnut trees at Manor Park on 27 November 2003. It was,

RECOMMENDED

that Members approve the cost of £52 per hour for the tree climbers for this inspection.

325 ROGUE MOTORCYCLE

The Parks Foreman advised Members that he thought that illegal motorbikes were gaining access to the Heritage Park via the school site in Craylands Lane. It was,

RECOMMENDED

that the Town Clerk contact KCC and Lafarge to discuss site boundary fencing.

326 SWANSCOMBE PARK

Members were advised that quotes were still awaited for the new path in Swanscombe Park. It was,

RECOMMENDED

that if there were sufficient funds in the budget once the quote had been received, that the works be undertaken.

327 TREE REPORT

Members were provided with a report on all trees that were the responsibility of the Town Council. It was,

RECOMMENDED

that the Parks Foreman and Town Clerk budget for the works accordingly and that the information regarding the tree at Alexander Road be reported to Dartford Borough Council. It was also recommended that Councillor Bennett advise the Clerk of all Dartford Borough Council trees causing problems in order for her to report them to the Borough.

328 KEARY ROAD ALLOTMENTS

Members were provided with a quote to erect new fencing at the Keary Road allotments and a request received from the Allotment Association to move its garage on to the site (adjacent to their current shed). It was,

RECOMMENDED

that they be allowed to move the garage and that the fencing quote be deferred to the next Finance & General Purposes Committee for consideration.

329 ANNUAL LEISURE CENTRE AND THAMES BAR PRICE INCREASES



Members were provided with the current price list. The Town Clerk proposed that the Leisure Centre prices be increased in line with the Quarter 3 inflation figure of 2.8% rounded up to the nearest 10 pence and the Thames Bar prices be increase as per the report received by the Senior Recreation Supervisor. It was,

RECOMMENDED

that the prices by increased as per the above proposals.

330 IMPROVEMENTS TO STANHOPE ROAD/GROVE CAR PARK

Members were provided with correspondence from the PFI Project Manager at KCC advising that the Town Council's request to carry out the improvements to the Grove Car Park outside of the Stanhope Road improvements had been refused. It was,

RECOMMENDED

that the Town Clerk respond advising of the reason why these improvement works were required in the first instance (safety of children) copying it to all relevant Borough and County Leaders as well as the local Dartford MP, to try and get these car park works undertaken as soon as possible.

331 COMMUNITY SUPPORT OFFICERS

The Clerk advised Members that she had still not received a response from Dartford Borough Council regarding the CSOs, but provided information given to her from the Police of their powers and duties. It was,

RECOMMENDED

that the Clerk contact the Borough for a response on her letter.

332 REMEMBRANCE DAY SERVICE

Members were given the details of the Remembrance Day service being held at St Mary's Church and that the Deputy Town Mayor would be attending. It was, NOTED

333 REMEMBRANCE DAY SERVICE

Members were invited by Councillor Pat Coleman of Dartford Borough Council to attend a Remembrance Day Service at Dartford. It was, NOTED.

334 CHRISTMAS LIGHTING IN THE HIGH STREET

Members were provided with a quote to supply and install additional festoon lighting around the lamppost at a cost £935 excluding VAT. It was,

RECOMMENDED

that this quote be accepted, upon confirmation that Dartford Borough Council did not have any lighting that could be donated to the Town Council.

335 BOLLARDS IN GREENHITHE HIGH STREET

Members were provided with a response from Dartford Borough Council on this matter. After discussion, it was,

RECOMMENDED

that the Council respond to the letter informing that the Director of Environment of Dartford Borough Council had agreed that one way traffic would be a good idea and that when a public consultation was taken place regarding controlled parking zones that Greenhithe and Castle Wards were given priority.

336 PROPOSAL TO ESTABLISH A NEW NURSERY AT KNOCKHALL COMMUNITY PRIMARY SCHOOL

Members were provided with correspondence from Kent County Council on the above proposal. It was,

RECOMMENDED

that the Town Council respond positively but that KCC should look at providing a separate building on the school grounds.

337 MAJOR DEVELOPMENTS IN THE BOROUGH

Details were provided to Members of Major Developments at the planning stage within the Borough. It was, NOTED apart from the,

RECOMMENDATION

that the Town Council supported application DA/03/0643 – motorcycle training and practice use at Joyce Green Farm,

338 CROSSRAIL

Members were provided with information regarding the proposed Crossrail. It was,

RECOMMENDED

that the Town Clerk added one of the open days and report back to Members.

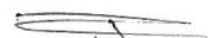
339 CHRISTMAS AT BLUEWATER

Information was provided to Members regarding Christmas activities at Bluewater. It was, NOTED.

340 EASTERN QUARRY

Members were provided with a copy of Southfleet Parish Council's response to the amended planning application for Eastern Quarry. It was,

RECOMMENDED



Craylands Lane Pit, Craylands Lane, Swanscombe, Kent (item attached)

OBSERVATIONS

No observations

DA/03/00967/CPO

Consultation on application for the submission of details relating to final development platform pursuant to Condition 5 of Planning Permission DA/01/00062/CPO relating to land raising by placing of tunnel spoil.

Blue Circle Industries, Swanscombe Works, Manor Way

OBSERVATIONS

No observations

DA/03/00974/TRCON

Application to reduce height of 1 Silver Birch Tree within Conservation Area

10 High Street, Greenhithe

OBSERVATIONS

No observations providing neighbours are consulted

DA/03/0976/CPO

Demolition of existing garage and erection of replacement detached garage.

OBSERVATIONS

No observations providing neighbours are consulted

DA/03/592

Application for permanent position for a resource centre at no.37 and change of use to a resource centre for young persons (Class D1) at no. 39 High Street

37/39 High Street, Swanscombe

No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council

DA/03/00741/FUL

Swanscombe Heritage Park, Craylands Lane, Swanscombe, Kent

DA/03/00803/REM

Waterfront (Phase 1) Ingress Park, Greenhithe

DA/03/00534/FUL

34-40 Station Road, Greenhithe

DA/03/00778/FUL

27 Trebble Road, Swanscombe

DA/03/00199/REM

Pier Hotel, High Street, Greenhithe

DA/03/00921/CPO

Swanscombe County Infant School, Keary Road, Swanscombe





342 SPECIAL TOWN COUNCIL MEETING

Members were advised of a Special Town Council Meeting being held on 13 November 2003 at 7.30 pm at the Leisure Centre to discuss the Swanscombe Neighbourhood Action Plan document received from Dartford Borough Council for consideration and comment.

343 SHOP SELLING ILLEGAL FIREWORKS

Members asked what had happened to the shop that was selling illegal fireworks. The Clerk explained that she had contacted Dartford Borough Council and was advised that they were in breach of planning consent because of change of use and that Dartford Borough Council would follow this up.

344 LAMP POSTS

Members asked if they were aware that 3 lamp posts were at Alkerden Lane (near Gilbert Close).

The Meeting closed at 9.07 pm.

A handwritten signature in blue ink, appearing to be 'A. G. ...', is located in the lower right quadrant of the page.

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN  
COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on  
THURSDAY, 13<sup>TH</sup> NOVEMBER 2003 at 7.30pm

PRESENT:

Cllr. Mrs A Harvey - Chair	
Cllr. L J Bobby	Cllr. V Openshaw
Cllr. T J Carrington	Cllr. B E Read
Cllr. M D G Jackson	Cllr. Mrs I A Read
Cllr. M J Munn	Cllr. P J Scanlan

345 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs C Angell, D Bennett, B Fitzpatrick, M Murphy, P Read.

346 MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> OCTOBER 2003

It was,

RESOLVED

that the Minutes of the Meeting held on 16<sup>th</sup> October 2003 were approved and signed as a true record. Proposed Councillor B Read and seconded by Councillor M Jackson. All agreed.

347 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

348 POLICE COMMUNITY SUPPORT OFFICER (PCSO)

Councillor Mrs A Harvey introduced Lisa Breeze the new PCSO for Swanscombe and PC Thornley. They had attended the meeting to introduce themselves and explain the role of the PCSO. It was explained that she was employed to work 37 hours per week (but not 9-5) and would be based partly in the Council Offices and partly at the Police Station at Bluewater. The reason for being based partly at Bluewater was for access to police computer records. The PCSO envisaged that she would be spending most of her time out on foot.

It was,

RESOLVED

that the PCSO should meet with Members of the Council on a fortnightly basis to discuss problems and also to feedback on matters dealt with. It was also resolved that the PCSO should attend the three monthly Crime Prevention/Traffic Working Party meetings.

Both were thanked for attending the meeting.

349 EXCLUSION OF PRESS AND PUBLIC



Due to the confidential nature of the business to be transacted, it was

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

350 MANAGEMENT CONTRACT OF THE LEISURE CENTRE

Councillor Carrington explained to Members the position of the Management Contract for the Leisure Centre and the recommendation put forward by the Leisure Centre Committee. It was,

RESOLVED

that the tender for the management of Swanscombe Leisure Centre be progressed with the preferred company and that solicitors be engaged to finalise the lease and management agreement to include satisfactory clauses for community usage, pricing policy and liaison with the Town Council, with a view to being operational by 1 April 2004. It was also resolved that a Leisure Centre Sub-Committee be set up to be empowered by the Town Council to progress this matter. Members of this Sub-Committee would be Councillors' T Carrington, L Bobby, B Read and Mrs C Angell. It was also resolved that a staff meeting be called as soon as possible to advise them of the situation.

351 SWANSCOMBE NEIGHBOURHOOD RENEWAL ACTION PLAN

Members were provided with a copy of this document. It was,

RESOLVED

that the Swanscombe Neighbourhood Renewal Working Party be empowered by the Town Council to respond to this document. A meeting of this working party was arranged for 20 November 2003 at 2.00 pm.

352 SPORTS PAVILION

Members were provided with a copy of correspondence received by the Town Council's Solicitors from the Association's solicitors with queries regarding the lease agreed at the Court Hearing. It was,

RESOLVED

that the Town Clerk write to the Council's solicitors advising of matters that had been agreed at Court which had not been recognised and its position on the electricity.

353 MAYOR'S CHARITY DISCO

Councillor Mrs Harvey advised Members that she was hosting a Charity Disco on 6 December at the Sports Pavilion.

The Meeting closed at 8.20 pm.



MINUTES of the SPECIAL MEETING of the SWANSCOMBE and GREENHITHE TOWN COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on THURSDAY, 13<sup>TH</sup> NOVEMBER 2003 at 7.30pm

PRESENT:

	Cllr. Mrs A Harvey - Chair	
Cllr. L J Bobby		Cllr. V Openshaw
Cllr. T J Carrington		Cllr. B E Read
Cllr. M D G Jackson		Cllr. Mrs I A Read
Cllr. M J Munn		Cllr. P J Scanlan

345 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs C Angell, D Bennett, B Fitzpatrick, M Murphy, P Read.

346 MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> OCTOBER 2003

It was,

RESOLVED

that the Minutes of the Meeting held on 16<sup>th</sup> October 2003 were approved and signed as a true record. Proposed Councillor B Read and seconded by Councillor M Jackson. All agreed.

347 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

348 POLICE COMMUNITY SUPPORT OFFICER (PCSO)

Councillor Mrs A Harvey introduced Lisa Breeze the new PCSO for Swanscombe and PC Thornley. They had attended the meeting to introduce themselves and explain the role of the PCSO. It was explained that she was employed to work 37 hours per week (but not 9-5) and would be based partly in the Council Offices and partly at the Police Station at Bluewater. The reason for being based partly at Bluewater was for access to police computer records. The PCSO envisaged that she would be spending most of her time out on foot.

It was,

RESOLVED

that the PCSO should meet with Members of the Council on a fortnightly basis to discuss problems and also to feedback on matters dealt with. It was also resolved that the PCSO should attend the three monthly Crime Prevention/Traffic Working Party meetings.

Both were thanked for attending the meeting.

349 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

350 MANAGEMENT CONTRACT OF THE LEISURE CENTRE

Councillor Carrington explained to Members the position of the Management Contract for the Leisure Centre and the recommendation put forward by the Leisure Centre Committee. It was,

RESOLVED

that the tender for the management of Swanscombe Leisure Centre be progressed with the preferred company and that solicitors be engaged to finalise the lease and management agreement to include satisfactory clauses for community usage, pricing policy and liaison with the Town Council, with a view to being operational by 1 April 2004. It was also resolved that a Leisure Centre Sub-Committee be set up to be empowered by the Town Council to progress this matter. Members of this Sub-Committee would be Councillors' T Carrington, L Bobby, B Read and Mrs C Angell. It was also resolved that a staff meeting be called as soon as possible to advise them of the situation.

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Members were provided with a copy of this document. It was,

RESOLVED

that the Swanscombe Neighbourhood Renewal Working Party be empowered by the Town Council to respond to this document. A meeting of this working party was arranged for 20 November 2003 at 2.00 pm.

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Members were provided with a copy of correspondence received by the Town Council's Solicitors from the Association's solicitors with queries regarding the lease agreed at the Court Hearing. It was,

RESOLVED

that the Town Clerk write to the Council's solicitors advising of matters that had been agreed at Court which had not been recognised and its position on the electricity.

353 MAYOR'S CHARITY DISCO

Councillor Mrs Harvey advised Members that she was hosting a Charity Disco on 6 December at the Sports Pavilion.

The Meeting closed at 8.20 pm.

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY, 27<sup>th</sup> NOVEMBER 2003

PRESENT:

Cllr. B E Read (Chair)	Cllr. M J Munn
Cllr. D J Bennett	Cllr. V Openshaw
Cllr. L J Bobby	Cllr. P A Read
Cllr. C Broadley	Cllr. D M Rowlands
Cllr. C Creed	Cllr. K Sangar
Cllr. Mrs A R Harvey	Cllr. P J Scanlan
Cllr. M D G Jackson	Cllr. Mrs G B Tripp

354 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs C Angell, T Carrington, J Hayes, M Murphy and Mrs I A Read.

355 MINUTES OF THE MEETING HELD ON 25<sup>TH</sup> SEPTEMBER 2003

The Minutes of the Meeting held on 25<sup>th</sup> September 2003 were signed and approved as a true record. Proposed by Councillor M Jackson and seconded by Councillor D Bennett.

356 DECLARATIONS OF INTEREST

No additions or amendments were made to the registered list.

357 INCOME & EXPENDITURE REPORTS

Members were provided with detailed income and expenditure reports for the months of August and September 2003 (attached) of income totalling £24309.02 and expenditure totalling ££53,330.84.

358 PRICE OF SUNBED

Councillor Mrs A Harvey questioned the charges for the sun bed. It was,

RECOMMENDED

that this item be referred to Leisure Centre Committee for review.

359 ANNUAL MUSIC AND DANCE LICENCE

Members were asked to approve the payment of £903 for the annual Music and Dance Licence for the Leisure Centre. It was,

RECOMMENDED

that this payment be approved.

360 HALF YEARLY FIGURES

Members were provided with a copy of the half yearly figures for the financial year 1<sup>st</sup> April 2003 to 31<sup>st</sup> March 2004. They were, NOTED.

361 ANNUAL ESTIMATES

Members were asked to consider any items they wished to be included in the Annual Estimates for the financial year 1<sup>st</sup> April 2004 to 31<sup>st</sup> March 2005, which should be forwarded to the Town Clerk at the earliest opportunity.

362 POLICING IN THE AREA

Members were advised that the Superintendent for the North Kent Area would be attending a special Meeting of the Town Council on Wednesday, 10<sup>th</sup> December at 7.30 pm to discuss the problems with policing in Swanscombe & Greenhithe.

Members were also advised that a public Police Consultative Meeting was being held at the Leisure Centre in February 2004. The Town Clerk would confirm the exact date and time as soon as it was known.

363 DARTFORD CITIZENS ADVICE BUREAU

Members were provided with correspondence from Dartford CAB regarding their outreach service held at the Leisure Centre and the fact that they would be reducing the hours of their surgery by one hour. It was,

RECOMMENDED

that the Town Council allow CAB to use the facilities at the Leisure Centre free of charge until the new financial year, provided that the service stayed at the original three hours. This would be reviewed again on 1<sup>st</sup> April 2004.

364 PARISH REMUNERATION

Members were asked whether they wished the Parish Remuneration Panel at Dartford Borough Council to consider whether to pay Town Councillors' a travel and subsistence allowance. It was,

RECOMMENDED

that the Town Council should pay its Members for travel and subsistence for attending Meetings outside of the Parish and for the Town Clerk to advise Dartford Borough Council of this decision accordingly.

365 MMI SCHEME OF ARRANGEMENT

Members were provided with the Scheme Statement for the 6 months ending 30 September 2003. It was, NOTED.

366 UNDERAGE DRINKING

Members were asked whether they thought it would be beneficial to hold a meeting with local licensees and retailers selling alcohol in order to tackle the problem with underage drinking. It was,

RECOMMENDED

that the Town Council should try and arrange a meeting in the New Year and also to invite the new Police Community Support Officer, the Police Licensing Officer, Trading Standards and a representative from the Environmental Department at Dartford Borough Council.

367 CRIME PREVENTION / TRAFFIC WORKING PARTY

Members were provided with a copy of the report from the above Working Party held on 22 October 2003. It was, NOTED.

368 POLICE COMMUNITY SUPPORT OFFICERS

Members were provided with correspondence from Kent Police regarding the next round of funding for PCSOs. The letter was, NOTED, but it was,  
RECOMMENDED

that the Town Clerk write to the Director of Community Services at Dartford Borough Council to establish whether it would be possible to award a PCSO to Greenhithe.

369 GAS SERVICE CONTRACTS AT THE HALLS

The Town Clerk advised Members that there was no service contract on the heating system and boilers in either the Grove Hall or the Church Road Hall. The Clerk thought it essential that contracts should be put in place which would cost the Town Council £175 per annum for each Hall. It was,

RECOMMENDED

that the Clerk check the budgets and take out the contracts if sufficient funds were available.

370 PATH IN SWANSCOMBE PARK

Members were provided with a quote for the new path in Swanscombe Park of nearly £7,000. It was,

RECOMMENDED

that Councillor L Bobby be given delegated powers to carry forward with this matter. Members were concerned that not all the works quoted for were actually necessary. Councillor Bobby was to arrange a site visit with the Parks Foreman in order to establish the exact works to be carried out. It was also recommended that further quotes be obtained and that monies be vired from other budgets if necessary.

371 ALLOTMENT FENCING

Members were provided with a quote for fencing at Keary Road allotments. It was,

RECOMMENDED

that because the position of the allotments was still unknown, that the Clerk clarify this with the Land Owner's Managing Agents.. This item would be held in



abeyance until the situation had been clarified. The Clerk was to advise the Allotment Association of the Town Council's actions.

372 GUNN ROAD ENVIRONMENTAL IMPROVEMENTS

Members were provided with details that had been received regarding the Gunn Road Environmental improvements. Members discussed the problems that it had experienced over the years and the correspondence was, NOTED.

373 ESTABLISHING A COMMUNITY GROUP IN SWANSCOMBE

Members were advised of an idea put forward by Groundwork, Walk Tall and GASPP for establishing a community group in Swanscombe and the reasons for the need for such a group. Members had concerns regarding the make-up of the Group and it was,

RECOMMENDED

that the Town Council be the central body involved in administering any new Group and that a meeting should be arranged in the New Year with all the various groups in Swanscombe to discuss what its composition would be and the correct way forward.

374 DONATION REQUEST

Members were asked to consider a request for a donation towards an Christment event that Groundwork was organising for local children at the Discovery Centre. It was,

RECOMMENDED

that a donation of £50 be awarded under Section 137 of the 1972 Local Government Act.

375 CONTRIBUTION REQUEST

Members were asked to approve the payment of £20 as the annual contribution to the South East Regional Play Association. It was,

RECOMMENDED

that Members approve this payment.

376 BEREAVEMENT

Members were advised of the bereavement of Mr Jimmy Clubb, MBE, Freeman of Dartford Borough. Several Members knew Mr Clubb who would be a great loss. It was,

RECOMMENDED

that a donation of £20 be given to Cancer Research (Dartford) under Section 137 of the 1972 Local Government Act.

377 SWANSCOMBE NEIGHBOURHOOD RENEWAL ACTION PLAN

Members were provided with a copy of the Town Council's response on the above plan. It was,

RECOMMENDED

that the actions of the Working Party established to respond to this document be endorsed.

378 KENT HIGHWAYS QUESTIONNAIRE

A questionnaire had been received from Kent Highways which had been sent to all Parish Council's in Kent for ideas on how to improve their service. It was,

RECOMMENDED

that the Chair of the Finance & General Purposes Committee and the Town Clerk be given delegated powers of authority to respond to this questionnaire.

379 NORTH KENT RAILWAY LINE – NIGHTWORK

Members were advised by CTRL of the essential nightwork being carried out on the North Kent Line on the weekend of 29 and 30 November 2003. It was, NOTED.

380 COMPLAINT FROM LOCAL RESIDENT REGARDING ANTI-SOCIAL BEHAVIOUR

Members were provided with copies of further correspondence from a local resident regarding anti-social behaviour. Its contents were discussed in great detail and it was,

RECOMMENDED

that the Town Clerk respond advising that the Town Council thought the matter to be a policing problem which was something that the Town Council could not control. Also that the Town Council would ask the new Police Community Support Officer to visit with the residents to offer any advice or assistance. And to also advise them of a Police Consultative meeting being held at the Leisure Centre in February 2004 to which it was recommended they attend. The Town Council would also look in to ways to improve security in the Park.

381 COMMUNITY BEST VALUE REVIEW

Members were advised that the programme for best value reviews were being amended. It was, NOTED.

382 PATIENT & PUBLIC INVOLVEMENT (PFI) FORUMS

Members were provided with details on the above. It was, NOTED.

383 DARTFORD & GRAVESHAM NHS TRUST QUARTERLY BRIEFINGS

Members were advised of the date of the next briefing meeting. It was, NOTED.

384 DARTFORD & GRAVESHAM NHS TRUST – CHRISTMAS CONCERT

Members were provided with details of a Christmas Concert being held at Darent Valley Hospital. It was, NOTED.

385 DOGS TRUST – CANINE CARE

Members were provided with details of this scheme. It was, NOTED.

386 REDESIGN OF KCC'S STRATEGIC PLANNING DIRECTORATE

Members were provided with correspondence from KCC regarding the above. It was, NOTED.

387 WEST KENT JOINT EQUINE MEETING

Members were provided with the minutes of the meeting held on 9 September 2003. They were, NOTED.

388 THE WHITEHOUSE WISH COMMUNITY AWARD

Members were provided with details of this Scheme. It was,

RECOMMENDED

that any ideas be put forward to Town Clerk.

389 GREENHITHE FORESHORE / INGRESS PARK

Members were advised of the outcome of the meeting with Mr Nick Davies, the Design & Planning Director of Crest Nicholson. This was, NOTED.

390 CRAYLANDS LANE DEVELOPMENT

Members were advised that the Clerk was still awaiting details regarding the design of the kissing gates in the Estate. This was, NOTED.

391 EASTERN QUARRY

Members were advised that the Major Development Working Party had met with the key directors at Land Securities regarding the developments at Eastern Quarry, Swanscombe Peninsula West and Ebbsfleet. The full report of the Meeting would be issued to Members in the next relevant Meeting. This was, NOTED.

392 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda Item was discussed.

393 SPORTS PAVILION

Members were advised that the Lease was still waiting to be signed. Members would be updated in due course.

394 CLAIM FOR UNFAIR DISMISSAL

Councillor Read advised Members that the Claim for Unfair Dismissal had been dismissed as the Claimant did not turn up at the Hearing to give evidence on why the claim was submitted out of date. Members were also advised that the Town Council's Counsel was impressed by the manner in which the Town Council had dealt with this matter. He advised the Clerk that it had been dealt with very professionally and was surprised that this was the first time the Clerk had dealt with such a matter.

395 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/03/1017/ADV            Display of an internally illuminated ATM surround and an internally illuminated double sided projecting box sign

Asda, Crossways Boulevard, Greenhithe

OBSERVATIONS            No observations.

DA/03/1001/FUL            Erection of a detached building to provide 14 two bedroom flats together with associated parking

33 Bean Road, Greenhithe, Kent, DA9 9JB

OBSERVATIONS            The building should be sensitive in design and that the design and materials used should be traditional and in keeping with others in the area. That the bank at the front of the site should be retained and that parking facilities needs to be provided for at the rear of the property. Also that the building should be lower than the existing buildings either side of the property.

DA/03/0997/FUL            Erection of a single storey rear extension to existing garage and a single storey detached store building at end of garden. (Revisions to previously approved plans)

Monarch Autos, 164 Milton Road, Swanscombe, Kent

No observations.

OBSERVATIONS

DA/03/0960/FUL

Demolition of existing garage & erection of a single storey side extension to form self contained unit

2 London Road, Greenhithe, Kent

OBSERVATIONS

No observations provided that sufficient off road parking is available.

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00915/FUL

5 Watermans Way, Greenhithe, Kent, DA9 9GJ

DA/03/00826/REM

Waterfront, 2 Ingress Park, Greenhithe

DA/03/00857/COU

Unit F2 Northfleet Industrial Estate, Lower Road, Northfleet

DA/03/00820/FUL

Bluewater View, Hedge Place Road, Greenhithe

DA/03/00883/ADV

Bus shelter Opposite Nelson House, London road, Greenhithe, Kent

DA/03/00793/FUL

8 Stafford Close, Greenhithe, DA9 9QQ

DA/03/00891/FUL

75 Broomfield Road, Swanscombe, DA10 0LU

DA/03/00014/REM

Waterfront, Ingress Park, Greenhithe

DA/02/01028/CTRL

Ebbsfleet Valley Railway Station, Ebbsfleet

Members were advised that the following refused decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00894/FUL

23 High Street, Swanscombe, Kent

DA/03/00884/ADV

Bus Shelter Adjacent 1-14 All Saints Close, High Street, Swanscombe

Members were advised that the following withdrawn decision notice had been received from Dartford Borough Council. It was, NOTED.

DA/03/00788/OUT

33 Bean Road, Greenhithe, Kent

Members were advised that the following granted decision notice had been received from Kent County Council. It was, NOTED.

DA/003/627

Kent Thameside Fastrack, Everard's Link Phase 1.

Land immediately north of railway line and immediately east of Station Road, Greenhithe

Members were advised that a response had been received from Cadenza regarding the redevelopment of the Korsnas Factory Site. It was, NOTED.

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/03/1058/CPO                      Consultation on an application for the submission of details relating to the relocation of site compound pursuant to Conditions 26 & 27 of Planning Permission DA/99/0706/CPO for the restoration of former landfill site.

Bakers Hole Land East of Stanhope Road, Swanscombe

OBSERVATIONS                      No observations

DA/03/1061/COU                      Change of use of ground floor of Plots 21-24 for use as a temporary sales and marketing centre with changes to front and rear elevation windows.

Plot 21-24 The Woodlands, Ingress Park, Greenhithe

OBSERVATIONS                      No observations

DA/03/1062/CPO                      Consultation on an application for the submission of revised arrangements for drainage pursuant to Condition 24 of Planning Permission DA/99/0706/CPO

OBSERVATIONS                      No observations

Members were advised that the following planning application had been received from Kent County Council for Members' consideration.

DA/99/706/R26&27                      Details pursuant to conditions 26 & 27 of planning permission reference DA/99/806 – relocation of site compound

OBSERVATIONS                      No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/0951/FUL                      37 Mounts Road, Greenhithe, DA9 9LX

DA/03/0842/FUL                      Haslington Nursing Home, 27 Bean Road,

Greenhithe

Members were advised that the following granted decision notices had been received from Kent County Council. They were, NOTED.

DA/03/921                      Swanscombe Infant School, Keary Road,  
Swanscombe

DA/03/592                      37-39 Swanscombe Street, Swanscombe

396 CHARITY DISCO

Councillors Mrs A Harvey advised Members that she was holding a Charity Disco at the Sports Pavilion on Saturday, 6<sup>th</sup> December 2003. Tickets were £3 per adult and £1.50 per child.

The Meeting closed at 9.50 pm.

MINUTES of the SPECIAL MEETING of the SWANSCOMBE and GREENHITHE TOWN COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on WEDNESDAY, 10<sup>TH</sup> DECEMBER 2003 at 7.30pm

PRESENT:

	Cllr. Mrs A Harvey - Chair
Cllr. Mrs C Angell	Cllr. V Openshaw
Cllr. D J Bennett	Cllr. Mrs I A Read
Cllr. L J Bobby	Cllr. B E Read
Cllr. J A Hayes	Cllr. P A Read
Cllr. M D G Jackson	Cllr. P J Scanlan
Cllr. M J Munn	Cllr. Mrs G B Tripp

In Attendance: Newshopper

397 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' T Carrington, C Creed, M Murphy and D Rowlands.

398 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

399 MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> OCTOBER 2003

It was,

RESOLVED

that the Minutes of the above Meeting were approved and signed as a true record. Proposed by Councillor B Read and seconded by Councillor P Scanlan. All agreed.

400 PRESENTATION BY NORTH KENT POLICE

The Town Mayor introduced Martin Hewitt, the Superintendent of North Kent Police to the meeting along with his colleagues PC Mary Penfold of the Crime Reduction Unit and Lisa Breeze the Police Community Support Officer for Swanscombe. Superintendent Hewitt attended the Meeting to discuss the problems of policing in the Swanscombe area following a letter that had been received from the Town Council.

Superintendent Hewitt introduced himself and gave a background to his role. He had been in post for the past 8 months. He advised Members that his role covered Dartford, Gravesham and the northern part of Sevenoaks. He advised that North Kent Police was the largest policing area in the County and also a very complex one.

Councillor Read thanked Superintendent Hewitt for attending the Meeting. Councillor Read explained the history of Swanscombe & Greenhithe Town Council, in that it used to control everything within the Parish until local government reorganisation in 1974 when Dartford Borough Council took control of the area. Because of this, the concept of the community was that it was being left out and forgotten about. This was also the same with policing



because of its location between the main police offices at Dartford and Gravesend. Councillor Read explained how the Town Council worked hard to try and get initiatives going and deal with the difficulties being experienced. It was felt that there had been a certain success by obtaining a PCSO for Swanscombe, but there was still a long way to go.

After speaking about policing policies within the County he went on to discuss the specific problems being encountered within Swanscombe & Greenhithe. Superintendent Hewitt explained about the National Policing Plan that sets out clear government guidelines regarding anti-social behaviour. For Swanscombe & Greenhithe he hoped to have a constable responsible for the area who would lead a group of individuals consisting of PCSO's, special constables and members of the community to resolve the problems being encountered. Superintendent Hewitt spoke of the importance in engaging the community to create a strong partnership. He explained how this system was working very successfully in New Ash Green and his desire to see it work as well in Swanscombe & Greenhithe.

Councillor Read explained that the Town Council had put together a petition in order to gauge the community's level of dissatisfaction with local policing issues. This had been signed by over 1,000 residents within the Swanscombe area only and was handed over to Superintendent Hewitt.

#### 401 ROAD NAMES AT INGRESS PARK

Correspondence was received from Dartford Borough Council asking for Members comments on the suggested new road names at Ingress. It was,

RESOLVED

that the Town Council agreed with the proposed names as put forward by Dartford Borough Council, but that it did not wish The Grove to be used as a name, because of there being The Grove in Swanscombe.

#### 402 MINOR AUTHORITY REPRESENTATIVE – SWANSCOMBE INFANT SCHOOL

A letter had been received from Swanscombe Infant School asking for the Town Council to elect a representative for the school's governing body. It was,

RESOLVED

that the Town Clerk contact Mr and Mrs J C D Holmes who may wish to take up this position on behalf of the Town Council.

#### 403 TOWN MAYOR'S CHRISTMAS DISCO

The Town Mayor announced the success of the disco she organised. It was a most enjoyable evening and she managed to raise £600 for her chosen charities.

The Town Mayor advised that she would be holding a race night, but had not yet decided upon a date.

The Meeting closed a 9.45 pm.

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN  
COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on  
THURSDAY, 18<sup>TH</sup> DECEMBER 2003 at 7.30pm

PRESENT:

	Cllr. Mrs A Harvey - Chair
Cllr. Mrs C Angell	Cllr. M J Munn
Cllr. L J Bobby	Cllr. M Murphy
Cllr. T J Carrington	Cllr. Mrs I A Read
Cllr. J A Hayes	Cllr. D M Rowlands
Cllr. M D G Jackson	Cllr. P J Scanlan

404 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' D Bennett, C Creed, B Read, P Read, V Openshaw and Mrs G Tripp.

405 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

406 DEATH OF LOCAL HISTORIAN

Councillor T Carrington advised Members of the death of the local historian, Mr Tony Vaughan. It was,

RESOLVED

that the Town Council write a letter of condolence to his wife.

407 DS1 FOOTPATH

Councillor Murphy asked about the footpath leading from The Avenue into the Ingress Park Estate (formerly DS1). The Town Clerk advised Members that this footpath was being adopted by Dartford Borough Council under a Section 38 Agreement.

408 PERSONNEL COMMITTEE – 16<sup>TH</sup> OCTOBER 2003

It was,

RESOLVED

that the Minutes of the Personnel Committee held on 16<sup>th</sup> October 2003 be confirmed and the recommendations therein adopted. Proposed by Councillor L Bobby and seconded by Councillor Mrs C Angell. All agreed.

409 LEISURE CENTRE COMMITTEE – 29<sup>TH</sup> OCTOBER 2003

It was,

RESOLVED

that the Minutes of the Leisure Centre Committee held on 29<sup>th</sup> October 2003 be confirmed and the recommendations therein adopted. Proposed by Councillor T Carrington and seconded by Councillor L Bobby. All agreed.

410 RECREATION, LEISURE AND AMENITIES COMMITTEE – 6<sup>TH</sup> NOVEMBER 2003

It was,

RESOLVED

that the Minutes of the Recreation, Leisure & Amenities Committee held on 6<sup>th</sup> November 2003 be confirmed and the recommendations therein adopted. Proposed by Councillor T Carrington and seconded by Councillor M Jackson. All agreed.

411 FINANCE & GENERAL PURPOSES COMMITTEE – 27<sup>TH</sup> NOVEMBER 2003

It was,

RESOLVED

that the Minutes of the Finance & General Purposes Committee held on 27<sup>th</sup> November 2003 be confirmed and the recommendations therein adopted. Proposed by Councillor L Bobby and seconded by Councillor M Jackson. All agreed.

412 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor advised Members that she had attended a concert at the Senior Citizens Club organised by Walk Tall and the Cubs. She had also attended an event in Greenhithe where Father Christmas came down the river. This was thoroughly enjoyed by the children. She was also attending an OAPs Christmas Party at the Pavilion.

413 TOWN PLANNING

The following planning applications were received from Dartford Borough Council for Members' consideration:

DA/03/01090/FUL      Application for the Variation of Condition 9 of Planning Permission DA/95/00275/FUL in respect of the repositioning of existing garage doors

22-30 & 32 Frobisher Way, Greenhithe

OBSERVATIONS      No observations

DA/03/01088/FUL      Erection of a front porch & bow window with canopy over

9 Munford Drive, Swanscombe

OBSERVATIONS      No observations

DA/03/00759/OUT      *Revised plans – revision being additional car parking service information being submitted.*

Outline application for the erection of a block of 6 No.1 bedroom flats together with 4 car parking

spaces

Land adjacent 28-30 All Saints Close, Swanscombe

**OBSERVATIONS** Members object to the application on the grounds that it is an over development of the area and that the proposed parking is insufficient for the number of dwellings. The effect of Ebbsfleet opening and the greater number of passengers using the station would be detrimental to any residents. It would also restrict any development of Swanscombe Train Station. Members also object to losing local amenities and are concerned about possible traffic hazards. Concern was also raised regarding over looking on to neighbouring properties.

**DA/03/01073/REM** Submission of details relating to cycle storage pursuant to Condition 1 of Planning Permission DA/03/00782/REM for residential development.

Woodlands (Plots 97-110, 278-287), Ingress Park

**OBSERVATIONS** No observations.

**DA/03/01066/FUL** Retention of a front porch

22 Eglinton Road, Swanscombe

**OBSERVATIONS** No observations.

**DA/03/01067/FUL** Erection of a two storey side/rear extension, a single storey front extension and a rear conservatory

40 Manor Road, Swanscombe

**OBSERVATIONS** No observations, provided neighbours are consulted.

The following planning applications were received from Kent County Council for Members consideration.

**DA/99/706/R23A** Details pursuant to condition 23 of planning permission reference DA/99/706 – Archaeological watching brief

Bakers Hole, Northfleet

**OBSERVATIONS** No observations.

**DA/03/921/R6** Details pursuant to condition (6) of planning permission DA/03/921- School Travel Plan – New canopy/veranda/external store, forming part of a new nursery within existing school building, landscaped hard & soft play areas enclosed by security fence. New car parking.

Swanscombe Infant School, Keary Road,  
Swanscombe

OBSERVATIONS

Members were concerned that the details of the traffic survey did not appear to be accurate to what is seen locally.

Members were extremely concerned about the safe routes to the school. As depicted in the map, it showed the High Street and Stanhope Road as being a safe route. However, this can not be the case, as improvements were required to the Grove Car Park and Stanhope Road for safety reasons, as part of the Swan Valley Community School build. To date, not works have been carried out and Members do not feel that this application should be granted until the works required to the safe route for the children attending Swan Valley Community School have been completed.

Members also requested to understand why it was thought that car sharing would be a success as they were concerned that such schemes do not normally work.

DA/03/TEMP/0048

Section 73 application to seek revised arrangements for drainage pursuant to planning condition 24 of DA/99/706

Bakers Hole Landfill Site, Northfleet

OBSERVATIONS

No observations

The following withdrawn notice had been received from Dartford Borough Council. They were, NOTED.

DA/03/00639/REM

Submission of reserved matters pursuant to condition 1 of planning permission DA/98/00664/OUT for the erection of a pair of 3 bedroom semi-detached houses with associated parking and access.

Land between 20 & 22 Ingress Park Avenue,  
Greenhithe

The following approved decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/02/00030/REM

Plot Nos 83-86, 125-145 and 152 Ingress Park,  
Greenhithe

DA/03/00914/FUL

8 Hasted Close, Greenhithe

The following refused decision notice had been received from Dartford Borough Council. It was, NOTED.

DA/03/00877/FUL      20 St Peters Close, Swanscombe

The following approved decision notice had been received from Kent County Council. It was, NOTED.

DA/01/62/R5              Grant of Permission to Develop Land  
Craylands Lane Pit, Craylands Lane

The following planning applications were received from Dartford Borough Council for Members' consideration:

DA/03/01097/CPO      Consultation on an application for the submission of landscaping details pursuant to Condition 5 of Planning Permission DA/03/921/CPO for new canopy/veranda/external store, forming part of new nursery within existing school building, landscaped hard and soft play areas & security fence.

Swanscombe Infant School, Keary Road, Swanscombe

OBSERVATIONS      Members request that all fencing is painted green to blend in with the surroundings.

DA/03/01096/CPO      Consultation on an application for the submission of details relating to School Travel Plan to Condition 6 of Planning Permission DA/03/921/CPO for new canopy/veranda/external store, forming part of new nursery within existing school building, landscaped hard and soft play areas & security fence.

Swanscombe Infant School, Keary Road, Swanscombe

OBSERVATIONS      As per previous observations.

DA/03/01093/FUL      Retention of a rear conservatory  
4 St Pauls Close, Swanscombe

OBSERVATIONS      No observations, provided neighbours were consulted.

DA/03/01125/COU      Change of use of unit from retail shop to tattoo studio  
37 High Street, Swanscombe

OBSERVATIONS	No observations.
DA/03/01124/FUL	Erection of a two storey side extension  20 St Peters Close, Swanscombe
OBSERVATIONS	No observations provided neighbours are consulted.
DA/03/01122/COU	Change of use of industrial units to use for car auctions  Units C3 & C4 North Industrial Estate, Off Lower Road, Northfleet
OBSERVATIONS	Members have no objections to a temporary application being granted, but would wish to have a site meeting before final approval of the application as they are concerned about the possible effects of additional traffic on the London road.
DA/03/01108/FUL	Demolition of existing garage & erection of a detached 2 bedroom chalet bungalow with dormer windows in front elevation and integral garage  Rear of 41 Valley View, Greenhithe
OBSERVATIONS	Members object to this application. They are concerned that it is an over-development of the area and are concerned about the effects of parking. It is known that parking in this area is particularly poor.

Members were advised that the following site meetings were being held to determine the applications listed below. They were, NOTED.

DA/03/00804/LBC	Application for Listed Building Consent to spray concrete linings to areas of underground garden tunnels with associated reinforcement.  The Grange, Ingress Park, Greenhithe  <b>Saturday, 3<sup>rd</sup> January 2004 at 10.15 am</b>
DA/03/00441/OUT	Outline application for the redevelopment of the site to provide up to 370 residential units (Class C3) together with access roads and associated parking; provision of community facility (Class D1) and creation of Public Open Space  Site of Korsnas Factory, Galley Hill Road, Swanscombe  <b>Saturday, 3<sup>rd</sup> January 2004 at 11.00 am</b>

The Town Mayor invited Members and their partners to join her for drinks at the close of the Meeting.

The Meeting closed at 8.30 pm.





MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY, 15<sup>TH</sup> JANUARY 2004

PRESENT:

	Cllr. T J Carrington – Chair	
Cllr. Mrs C Angell		Cllr. M D G Jackson
Cllr. D J Bennett		Cllr. M J Munn
Cllr. L J Bobby		Cllr. V Openshaw
Cllr. C Broadley		Cllr. D M Rowlands
Cllr. Mrs A R Harvey		Cllr. P J Scanlan
Cllr. J A Hayes		Cllr. Mrs G B Tripp

IN ATTENDANCE: Mr Les Howel, Parks Foreman

414 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' D Bennett, A R Harvey, P Read, D Rowlands and G Tripp.

415 MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> NOVEMBER 2003

The Minutes of the Meeting held on 18<sup>th</sup> September 2003 were signed and approved as a true record. Proposed by Councillor B Read and seconded by Councillor M Jackson. All agreed.

416 DECLARATIONS OF INTEREST

Councillor Read advised Members that all Members of the Swanscombe and Greenhithe Residents Association would be declaring an interest in Urban, due to funding being received from them for their Newsletter. The Town Clerk advised that she had already informed the Monitoring Officer at Dartford Borough Council and was now awaiting his instructions.

417 PARKS REPORT

Members were provided with a report from the Parks Foreman which was NOTED, apart from the following items.

418 GROVE HALL

The Parks Foreman asked Members whether wished him to look into the cost of putting mesh over the windows at the Grove Hall due to them being vandalised. It was,

RECOMMENDED

that he obtain quotes for this work.

419 FOOTPATH IN SWANSCOMBE PARK

The Parks Foreman advised Members that he was obtaining further quotes for this work. He explained that the reason for the cost of this escalating was due to the requirements of the Disability Discrimination Act. Members would be updated on this matter in future meetings.

420 GREENHITHE FORESHORE

The Town Clerk and the Parks Foreman advised Members of their concerns of having this area transferred back to the Town Council once the play area had been refurbished. The area has always been subject to problems from people using the public house and it was thought that further expense could be incurred by the Council because of the area flooding in high tides. It was,

RECOMMENDED

that the Town Council should make no decision on this matter at present and wait to see what arises from the management company that will be running the Ingress Park development. It was also recommended that Councillor Broadley's comments regarding the activities that take place at the Foreshore be taken into to consideration in future discussions.

421 SWANSCOMBE BOWLS PAVILION

Members were advised that the condition of the bowls pavilion was deteriorating. Under the terms of the lease with Swanscombe Bowls, the Town Council was responsible for external repair. It was,

RECOMMENDED

that the Parks Foreman obtain a report on the condition of the pavilion and associated costs and report back to the Committee at a later stage.

421 MANOR PARK PLAY AREA

The Town Clerk advised Members that she had hoped to provide quotes for the refurbishment of this play area at the meeting. However, the two so far received, were way above the estimated costs. It was,

RECOMMENDED

that the Parks Foreman and Town Clerk reassess this matter and report back to Members in due course.

422 AWARDS FOR ALL FUNDING

The Town Clerk advised Members that the Leisure Centre had been successful in obtaining funding of £5,000 from Awards For All to purchase two new trampolines for the Centre's very successful trampoline club. The Clerk also advised that she would be arranging press coverage to mark this success once the trampolines had been delivered and would advise Members of the date of this. It was,

RECOMMENDED



that the Town Clerk write to the Leisure Centre staff involved in this funding exercise and thank them on behalf of the Town Council for their hard work in putting this together.

423 CHANGING ROOM FOR FOOTBALL PITCHES

The Town Clerk advised members that she had arranged a meeting with the Kent Football Association on 24 February 2004 to discuss funding for the changing rooms and facilities required at the football pitches to the rear of the Leisure Centre. It was, NOTED.

424 BEAN PARISH COUNCIL REVIEW

Members were provided with correspondence from Dartford Borough Council regarding the review that had been conducted on Bean Parish Council and the draft recommendations that were to be put forward to the General Assembly of the Council. Members were asked to provide their comments on this matter. It was,

RECOMMENDED

that the Town Clerk advise Dartford Borough Council, that overall, Members were in agreement with the recommendations but that some Members were concerned that the increase in the numbers of seats would be negative for effective and convenient local government if Councillors elected by the local population did not fill these additional seats.

425 ETHICAL STANDARDS OFFICER REFERRALS

Members were provided with a copy of the procedure for Ethical Standards Officer Referrals for consideration. It was,

RECOMMENDED

that the procedure be endorsed by the Town Council.

426 REGISTER OF GIFTS AND HOSPITALITY

Members were provided with a copy of the Code of Practice for the Register of Gifts and Hospitality in excess of £25 for consideration. It was,

RECOMMENDED

that this be endorsed by the Town Council.

427 REGISTER OF INTERESTS

Members were provided with a copy of the revised Explanatory Notes to the Register of Members' Interests for consideration. It was,

RECOMMENDED

that this be endorsed by the Town Council.



428 KNOCKHALL ESTATE TRAFFIC CALMING

Members were provided with correspondence from Babbie regarding the type of humps proposed for the traffic calming in Knockhall. It was,

RECOMMENDED

that the Town Clerk respond to Babbie stating that Members had no objections to the type of road hump being installed, and to inform also inform Babbie, that they were concerned that the roads affected in this traffic calming had been shut off without sufficient notice and that the diversion signs were poor. Members also requested clarification as to why Cobham Terrace and Bean Road were not been included in this project and to ask if there were any plans for traffic calming in these locations in the near future.

429 FOOTPATH AT THE PAVILION, SWANSCOMBE

The Town Clerk advised Members of a complaint that she had received regarding the poor state of the footpath leading to the Pavilion. The Town Clerk and the Parks Foreman checked this path and advised that there were some flagstones that were a cause of concern. However, it was thought that the S&G Association of Sports and Social Clubs were partly responsible for this path. It was,

RECOMMENDED

that the Parks Foreman investigate this matter further and report back at a later stage.

439 FOOTPATH IN BROOMFIELD SPORTS GROUND

Because of the above, the Town Clerk advised Members that she had also checked the footpath that runs across the Sports Ground by the children's play area. It was noted that this was in a poor state of repair. It was,

RECOMMENDED

that the Parks Foreman obtain quotes to resurface this footpath.

440 ANNUAL MUSIC AND DANCE LICENCE FOR THE SWANSCOMBE CENTRE

The Town Clerk advised Members that before Dartford Borough Council were able to issue the Annual Music and Dance Licence there were certain repair works that needed to be undertaken at the Centre. Members were provided with a copy of these works. Because of the tight timescales, as the licence actually expired on 31 December 2003, the Town Clerk asked Members if they would authorise the payment of £998 plus VAT for the electric repairs to be carried out. It was,

RECOMMENDED

that these costs be covered if the Town Clerk was unable to obtain a better price.

441 PARISH NEWS

Members were provided with a copy of the Parish News, issue no 297. It was, NOTED.

442 LORD HASKINS RURAL DELIVERY REVIEW

Members were provided with correspondence from English Nature regarding the above review. It was, NOTED.

443 POST OFFICE CLOSURES

Members were provided with correspondence from Dartford Borough Council requesting for a representative of the Town Council to attend an Overview and Scrutiny Meeting on 3 February 2004 at 7.00 pm where the Committee would be considering the implications of Post Office closures for Dartford residents. Members were also provided with correspondence from the Dartford Area of the KAPC on the same subject with attachments from the Kent Rural Community Council regarding the proposed branch closures in Dartford. It was,

RECOMMENDED

that that the Town Clerk write to Dartford Borough Council advising that they Members were unanimous in their wish for all post offices in the Borough to remain open. Members felt that the post office was a vital service for the communities that would be affected by the suggested closures and that the Town Council fully supported all means on keeping them open. The Town Clerk was instructed to send the same response to the Dartford Area of the KAPC.

444 CTRL NEWS

Members were provided with a copy of a Newsletter from CTRL regarding the Galley Hill road works and temporary traffic lights. It was,

RECOMMENDED

that the Town Clerk write to CTRL expressing Members views on the various works being carried out by CTRL which were causing problems in the area. Members were concerned that the works being carried out were on two major routes in and out of Swanscombe at the same time were causing major difficulties for the local community in accessing the area in which they live.

445 PARISH/TOWN BOROUGH COUNCILLORS AND PLANNING DECISIONS

Members were provided with correspondence received from Dartford Borough Council on who Parish/Town Councillors who were also Borough Councillors and members of the Development Control Board should conduct themselves during the planning process. It was,

RECOMMENDED

that this be endorsed by the Town Council.

446 GREENHITHE RIVERFRONT URBAN DESIGN STRATEGY

The Chair advised Members that he had received a copy of the above document. The Town Council were had not yet received a copy of this. It was,

RECOMMENDED

that the Chair draft a suitable response to the document, which would be reviewed by Members before submitting as the Town Council's response.

447 TOWN PLANNING

DA/01/50/R4(1) Details pursuant to condition (4) further revised completion date for highway improvement works. School Extension. Swan Valley Community School.

Members were provided with correspondence from KCC regarding a request to extend the deadline for this application for a period of initially 12 months. A revised completion date was granted of December 2003. The Town Council had been pushing for the works to the Grove Car Park to be undertaken outside of the Stanhope Road improvements and please find attached a copy of a letter sent to the PFI Project Manager on this subject. Members' comments are appreciated.

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/03/1132/FUL Erection of a rear conservatory  
8 Hasted Close, Greenhithe, Kent

OBSERVATIONS No observations provided Members were consulted.

DA/03/0759/OUT Outline application for the erection of a block of 6 No. 1 bedroom flats together with 4 car parking spaces.

Land adjacent 28-30 All Saints Close, Swanscombe

OBSERVATIONS Members objected to the application. They considered it an over development of the area and that the proposed parking was insufficient for the number of dwellings. The effect of Ebbsfleet opening and the greater number of passengers using the station would be detrimental to any residents. It would also restrict any development of Swanscombe Train Station. Members also objected to losing local amenities and were concerned about possible traffic hazards. Concern was also raised regarding over looking on to neighbouring properties.



was also raised regarding over looking on to neighbouring properties.

DA/03/1140/ADV

Retention of a non-illuminated wall mounted sign

Barney Sands Northfleet Industrial Estate, Lower Road, Northfleet

OBSERVATIONS

No observations.

DA/03/1152/OUT

Outline application for the redevelopment of the site to provide up to 370 residential units (class C3) together with access roads and association car parking; provision of community facility (Class D1) & creation of public open space.

Korsnas Site, Galley Hill Road, Swanscombe

OBSERVATIONS

Members object to this application as they feel it is an overly densified and are concerned with the additional traffic and associated parking problems.

DA/03/1145/FUL

Application to carry out works along base of river well to improve existing footpath

Riverside Walkway/Flood Defence, Ingress Park, Greenhithe

OBSERVATIONS

No observations

DA/03/1182/FUL

Retention of a rear conservatory

35A Swanscombe Street, Swanscombe

OBSERVATIONS

No observations provided neighbours are consulted

Members were advised that the following planning application had been received from Kent County Council for Members' consideration.

DA/03/627/R2,R4,R8,R1  
2

Details pursuant to conditions (2) – Structures, (4) – Levels and Contours, (8) – Landscaping and (12) – Drainage, Kent Thameside Fastrack, Everar's Link Phase 1, being the provision of a bus priority route and interchange, including associated landscaping works, that will form part of the Kent Thameside Fastrack major scheme

Land immediately north of the railway line and immediately east of Station Road, Greenhithe, Kent

OBSERVATIONS

No observations.





Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/01073/REM	Woodlands (Plots 97-110, 278-287) Ingress Park, Greenhithe
DA/03/0938/FUL	26 Steele Avenue, Greenhithe, DA9 9PH
DA/03/0880/FUL	1D London Road, Greenhithe, DA9 9EQ
DA/03/0986/FUL	2 Rectory Road, Swanscombe, Kent
DA/03/0974/TRCON	10 High Street, Greenhithe, DA9 9NN
DA/03/0944/LBC	45-47 High Street, Greenhithe, DA9 9NL
DA/03/1088/FUL	9 Munford Drive, Swanscombe, DA10 0BY
DA/03/1093/FUL	4 St Pauls Close, Swanscombe, DA10 0BA
DA/03/1017/ADV	Asda Crossways Boulevard, Greenhithe
DA/03/1113/CPO	Bakers Hole, East of Stanhope Road, Swanscombe, Kent
DA/03/1097/CPO	Swanscombe Infant School, Keary Road, Swanscombe, Kent
DA/03/1096/CPO	Swanscombe Infant School, Keary Road, Swanscombe, Kent
DA/03/1058/CPO	Bakers Hole, Land East of Stanhope Road, Swanscombe, Kent

Members were advised that the following granted decision notice had been received from Kent County Council. It was, NOTED.

DA/003/970	New Highway Works adjacent to Greenhithe Station, Land at King Edward Road, Greenhithe
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#### 448 GREENHITHE COMMUNITY ASSOCIATION

Members were provided with an update on the situation with the Greenhithe Community Association's lease renewal.

#### 449 RECYCLING FIGURES

Members were advised that recycling figures for the Borough of Dartford had gone up to 40% above government guidelines.

The Meeting closed at 8.55 pm.

MINUTES of the MEETING of the FINANCE AND GENERAL PURPOSES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE  
on THURSDAY 5<sup>th</sup> FEBRUARY 2004 at 7.30pm

PRESENT: Cllr. B E Read – Chairman  
 Cllr. Mrs C Angell Cllr. Cllr. L J Bobby  
 Cllr. C Broadley Cllr. T J Carrington  
 Cllr. B B Fitzpatrick Cllr. Mrs A R Harvey  
 Cllr. J A Hayes Cllr. M J Munn  
 Cllr. V Openshaw Cllr. P A Read  
 Mrs G B Tripp

450 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D Bennett, C Creed, M Murphy, Mrs I A Read, D Rowlands, K Sangar and P Scanlan.

451 MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> NOVEMBER 2003

The Minutes of the Meeting held on 27<sup>TH</sup> November 2003 were approved and signed as a true record. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

452 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

453 INCOME FOR THE MONTHS OF OCTOBER, NOVEMBER AND DECEMBER 2003.

Members were provided with details of the income for the above months, which amounted to £52,171.14 as set out in the annexed list.

454 ACCOUNTS PAID IN OCTOBER, NOVEMBER AND DECEMBER 2003.

Members were provided with details of the accounts paid amounting to £93,731.03 as set out in the annexed list.

455 COUNCIL ELECTIONS – 1<sup>ST</sup> MAY 2003

Members were asked to approve an expenditure of £3,372.35 to Dartford Borough Council being the cost of the 1<sup>st</sup> May 2003 elections. It was,

RECOMMENDED

that this expenditure be approved. Proposed by Councillor B E Read and seconded by Councillor L J Bobby.

456 NATIONAL PLAYING FIELDS ASSOCIATION

Members were asked to approve the subscription renewal of £25 to the National Playing Fields Association. It was,

RECOMMENDED

that the subscription of £25 be paid.

457 ANNUAL ESTIMATES

Members were provided with details of the Annual Estimates for 2004/05. It was,

RECOMMENDED

that these estimates be approved. Proposed by Councillor B Fitzpatrick and seconded by Councillor L J Bobby.

458 SECTION 136 CONTRIBUTION

Members were provided with a copy of correspondence from Dartford Borough Council regarding the increase in the Town Council's Section 136 Contribution. It was, NOTED. Councillor Read thanked the Town Council's Borough Councillors for their assistance in helping raise this contribution. This was also raised for all the other Parishes within Dartford.

459 OPERATION ANORAK

Members were advised by the Town Clerk that the above operation had taken place during the first weekend of February. It was, NOTED. Members advised the Clerk that there was now a problem on Black Duck Marsh with illegal motorcycles. The Clerk would advise the Police.

460 DOOR ENTRY SYSTEM

Members were advised that a replacement door entry system was needed for the office and were provided with three quotes:

- a) £1187 to supply, install, test and commission the system and £90 annual service charge, exclusive of VAT.
- b) £486 to supply, install and commission the system plus £80 annual service charge, exclusive of VAT.
- c) £375 to supply and install a keypad system.

It was,

RECOMMENDED

that quote b) be accepted. Proposed by Councillor C Angell and seconded by Councillor L J Bobby.

461 GROVE CAR PARK

The Town Clerk advised Members that she had received a letter from the Assistant Director of Resources at Kent County Council stating that the Grove

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Car Park works needed to be done in advance of the Stanhope Road works. The Property Section of KCC had been given instructions to commission the works. However, no start date had been mentioned. It was,

RECOMMENDED

that the Town Clerk respond asking for a start date of these works.

462 PUMP ALLEY

Members were advised that a letter the Town Council's claim for Pump Alley had been successful and the Order for it to be added to the Definitive Map was confirmed by KCC on 16 January 2004. Its official name was DS28. It was, NOTED.

463 REPORT OF THE PARISH REMUNERATION PANEL

Members were provided with a copy of the Report of the Parish Remuneration Panel held in December 2003 whereby it considered requests from Parishes to pay Members allowances. The Town Council agreed to pay travel and subsistence allowances to its Members. It was, NOTED, but suggested that consideration be given to paying an allowance other than travel and subsistence at a later date.

464 GOVERNOR OF SWANSCOMBE INFANT SCHOOL

Members were asked if they could nominate a candidate to act as a Governor of Swanscombe Infant School. It was,

RECOMMENDED

that if anyone wished to take up this position that they inform the Town Clerk. The Town Clerk was to write to the School advising of the position.

465 MEDIATION IN NORTH KENT (MINK)

Members were provided with a copy of the letter from MINK advising that there was now a mediation service available for those living within the Dartford and Gravesham Borough Council areas. They also asked Members for a donation. It was,

RECOMMENDED

that a letter be sent to MINK asking for more details on the organisation and services provided before agreeing to a donation. The Clerk was also requested to suggest that they meet Members of the Town Council this.

466 DARTFORD CITIZENS ADVICE BUREAU (CAB)

Members were provided with correspondence from Dartford CAB advising of their reasons for needing to reduce their surgery hours. It was, NOTED.

467 SWANSCOMBE INFANT SCHOOL DONATION

Members were asked to approve the payment of £50 to Swanscombe Infant School for their annual subscription to NAGM. It was,

RECOMMENDED

that the subscription be paid under a Section 137 Contribution.

467 CORPORATE PLAN CONSULTATION

Members were provided with a copy of Dartford Borough Council's draft Corporate Plan document for comment. It was,

RECOMMENDED

that unless any comments were passed to the Town Clerk, the Town Council would respond with no observations.

468 COMPREHENSIVE PERFORMANCE ASSESSMENT (CPA).

Members were provided with a copy of correspondence received from the Audit Commission regarding the Comprehensive Performance Assessment that is being carried out on Kent Districts. It was,

RECOMMENDED

that the Chairman and the Town Clerk complete the questionnaire.

469 POLICE COMMUNITY SUPPORT OFFICERS (PCSO'S)

Members were provided with a copy of a response from Dartford Borough Council concerning PCSO's for Greenhithe area, wherein it was suggested that the Town Council may be able to fund this. It was,

RECOMMENDED

that the Town Clerk respond to this confirming that the Town Council did not think it suitable for it to fund it out of the increased Section 136 contribution and ask for Dartford Borough Council to reinvestigate the possibility of funding this.

470 NORTHFLEET SCHOOL FOR GIRLS – COMMUNITY ACTION PLAN

Members were advised that the Town Council had been invited to join the school's community action programme this year. It was,

RECOMMENDED

that the Town Council take part in this project again and suggested planting out the containers in Swanscombe Park.

471 DRAFT COMPREHENSIVE EQUALITY POLICY

Members were provided with a copy of the Policy that had been adopted by Dartford Borough Council. They were advised that a copy of this document would be passed to the Personnel Committee for consideration. It was,

RECOMMENDED

that any comments were passed to the Town Clerk.

472 REPORT ON CHRISTMAS SPECIAL EVENT

Members were provided with details of the Groundwork Christmas event that the Town Council had donated £50 towards under a Section 137 contribution. It was, NOTED.

473 GREENHITHE RIVERFRONT DRAFT URBAN DESIGN STRATEGY

Members were provided the draft report and a copy of the suggested response produced by Councillor Carrington. They were also advised that there would be a meeting at the Community Centre on Saturday 7<sup>th</sup> February between 9.30am and 1.30pm. It was,

RECOMMENDED

that with minor amendments and additional comments from Councillor Broadley that the letter be sent as the Town Council's response to this Strategy.

474 ATTEMPTED ROBBERY

Members were advised of the attempted robbery that took place on Friday 2<sup>nd</sup> January 2004 at the Dartford Borough Council cash office based at the Leisure Centre and the problems associated with the Security Company being used. They were also made aware of the safety issues for staff. It was,

RECOMMENDED

that Dartford Borough Council be sent a strong letter of complaint about the matter.

475 MANAGEMENT OF THE LEISURE CENTRE

Members were provided with details of the up to date position concerning the Management Company. It was, NOTED.

476 KENT POLICE AUTHORITY PUBLIC MEETING

Members were provided with a copy correspondence received from the Kent Police Authority regarding the meeting being held at the Leisure Centre on Monday 9<sup>th</sup> February 2004 at 7.30pm. It was, NOTED.

476 FOOTPATHS IN SWANSCOMBE

Members were provided with a copy of a letter from a Member concerning the state of the footpaths in Swanscombe and the reply that had been received from Highways Manager at Dartford Borough Council. It was, NOTED.

477 EAGLES ROAD AND HIGH STREET, GREENHITHE

Members were provided with a copy of the response received from Dartford Borough Council concerning the above. It was,

RECOMMENDED

that the Town Clerk write to the Director of Environment at Dartford Borough Council requesting that Section 106 monies and regeneration funding be secured to address the traffic problems encountered in the area.

478 DARTFORD, GRAVESHAM & SWANLEY NHS PRIMARY CAR TRUST

Members were advised that the draft copy of "Seeds of Change" setting out the vision and outline plan for local health services until the year 2016 was available in the office for comment. It was, NOTED.

479 KENT PARTNERSHIP – A VISION FOR KENT

Members were advised that a report of progress on the Vision for Kent covering the last 18 months had been received in the office and was available for Members to review. It was, NOTED.

480 BEREAVEMENT OF MR J SEARLES

Members were advised of the bereavement of Mr J Searles.

481 DOORSTEP SELLING AWARENESS/PROOF OF AGE SCHEME

Members were provided with information relating to the above schemes that had been received from Trading Standards at Kent County Council and were advised that the leaflets had been displayed in the Leisure Centre. They were, NOTED.

482 MAJOR DEVELOPMENTS IN THE BOROUGH

Members were provided with an update on the major developments at the planning stage within the Borough. It was, NOTED.

483 LICENCE TRANSFER

Members were advised that one of the Licensees of the Alma Public House was changing. It was, NOTED.

484 A YEAR IN PICTURES – CTRL

Members were advised that a video had been received from CTRL titled "A Year in Pictures 2003" which was available to Members.

485 KNOCKHALL ESTATE TRAFFIC CALMING

Members were provided with copy correspondence received from Kent Highways updating members of the progress of works. It was,

RECOMMENDED

that the Town Council write back and ask if Highways could look at the road humps and mini roundabouts in Swanscombe with a view to upgrading them.

486 RIVERSIDE WALKWAY, MARINER'S HAVEN/FROBISHER ESTATES, GREENHITHE

Members were provided with a copy of correspondence from a Councillor regarding the opening of the riverside walkway in Greenhithe. It was,

RECOMMENDED

that the Town Council's solicitor's review the correspondence to the Landowner before being sent and that the Town Clerk write to the Public Rights of Way Officer (PROW) for assistance with this opening. The Town Clerk was also to request the PROW to install street lighting in Pump Alley. The Clerk was also instructed to write to Dartford Borough Council to request them to erect relevant signage for the "Riverside Walk" as suggested in the correspondence received from the Councillor. If funding was not successful from DBC, the Clerk was to investigate the cost of the Council installing this.

487 CTRL INFORMATION

Members were provided with a copy of the CTRL flyer regarding the new slip road off the A2 and advised of the CTRL proposals regarding Southfleet Road. They were also provided with details concerning Peninsula Way. It was,

RECOMMENDED

that the Town Clerk arrange a meeting with KCC Highways, Dartford Highways and CTRL regarding this matter and report back to the Town Council.

488 GREENHITHE FORESHORE/INGRESS PARK

Members were advised that confirmation had been received from Crest Nicholson that no works were to be undertaken at the Foreshore by the Town Council. All maintenance was the responsibility of Crest Nicholson. Under the Section 106 Agreement, once the site was ready to be handed over, it would be the Town Council's choice whether to take this piece of land back or to include it in the management company that had been set up to maintain Ingress Park. Members were also asked by Crest Nicholson to nominate two people to sit on this Committee. It was,

RECOMMENDED

the Town Clerk keep Members informed on issues at the Foreshore and that Councillor B Read and Councillor T Carrington sit on this Committee. Proposed by Councillor Mrs C Angell and seconded by Councillor M Munn.

489 EASTERN QUARRY

Members were provided with a copy of the Minutes of the Major Development Working Group held on 26<sup>th</sup> November 2003. They were also advised that a further Meeting had been held with Land Securities on Tuesday 27<sup>th</sup> January 2004 where it discussed the changes to the design to incorporate the Town Council's wishes for the Urban Park. The Town Council was waiting further clarification from Land Securities as to the size and scale of the Park. Members' felt that although Land Securities were moving in the right direction with regard to the siting of this park, it was still a long way off meeting the Town Council's desires. At present, it was not big enough and Members were also concerned that a lot of the unusable.

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490 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business about to be transacted, Members of the Press and Public were excluded from the Meeting whilst the next Agenda items were discussed.

491 SPORTS PAVILION

Members were advised of the most up to date position with regard to the Pavilion.

492 COUNCIL OFFICES

Members were provided with details and plans of proposed Council office buildings incorporating a Community Centre.

Members of the Press and Public were invited back to join the Meeting.

493 TOWN PLANNING

DA/03/921/R6

School Travel Plan

Swanscombe Infant School

Members instructed the Town Clerk to advise that their comments related to the "School Travel Plan" for any school and to remind KCC to respond to the point on car sharing.

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/04/0032/COU

Retention of use of land as a car breakers

Ace Car Breakers, Unit P16, Kent Kraft Industrial Estate, Lower Road, Northfleet

OBSERVATIONS

No observations

DA/04/0036/REM

Submission of details relating to a noise insulation scheme pursuant to Condition 9 of Planning Permission DA/00/0544/COU for the conversion of buildings into flats

Newton House, Knockhall Road, Greenhithe

OBSERVATIONS

No observations

DA/04/0026/FUL

Retention of a satellite dish

4 Meriel Walk, Greenhithe, Kent

OBSERVATIONS	No observations
DA/04/0023/FUL	Erection of a first floor rear extension 13 Trebble Road, Swanscombe, Kent
OBSERVATIONS	No observations providing neighbours were consulted
DA/04/0017/FUL	Erection of 2 No. 3 bin stores & No. 6 bin store with associated works Gunn Road Estate, Gunn Road, Swanscombe
OBSERVATIONS	No observations
DA/04/00024/REM	Submission of reserved matters pursuant to Condition 1 of Planning Permission DA/98/00664/OUT for the construction of a development platform Former Pier, Greenhithe Waterfront, Ingress Park
OBSERVATIONS	Members were concerned that no details had yet been provided of the communities, ie the pubs and shops. They also felt that they could not look at this without further details of the surrounding developments. Members also requested an archeological report on the site.

Members are advised that the following planning application has been received from Kent County Council for consideration.

DA/03/387/R	Amended details. Rotation of permitted garage by 90 degrees. A new detached garage to house three mini buses with storage in the roofspace New Swan Valley Community School, Southfleet Road, Swanscombe, Kent, DA10 0BZ
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OBSERVATIONS No observations

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/03/0759/OUT	Outline application for the erection of a block of 6 No. 1 bedroom flats together with 4 car parking spaces. Land adjacent 28-30 All Saints Close, Swanscombe, Kent
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OBSERVATIONS Members object to the application. They consider an over development of the site and that the proposed parking is insufficient for the number of dwellings.

The effect of Ebbsfleet opening and the greater number of passengers using the station would be detrimental to any residents. It would also restrict any development of Swanscombe Train Station. Members also object to losing local amenities and are concerned about possible traffic hazards. Concern was also raised regarding over looking on neighbouring properties.

DA/04/0047/REM

Submission of reserved matters pursuant to Condition 1 of planning permission DA/098/664/OUT for the erection of a detached 4 bedroom house with an attached garage.

Land situated between 20 & 22 Ingress Park Avenue, Greenhithe

OBSERVATIONS

Members wish to defer this application until the Fastrack route has been determined and defined.

DA/04/0054/FUL

Erection of a rear conservatory at ground & first floor levels.

OBSERVATIONS

No observations providing neighbours are consulted and also it is in keeping with the designs of the surrounding properties.

Members were advised that the following planning applications had been received from Kent County Council for Members' consideration.

DA/99/706/R26&27

Additional information – Details pursuant to conditions 26 & 27 of planning permission reference DA/99/706 – relocation of site compound.

Bakers Hole, Northfleet, Kent

OBSERVATIONS

No observations.

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/1061/COU

Plots 21-24 The Woodlands, Ingress Park, Greenhithe

DA/03/1145/FUL

Riverside Walkway/Flood Defence, Ingress Park Greenhithe

DA/03/1168/CPO

Swan Valley Community School, Southfleet Road, Swanscombe

Members were advised that the following refused decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/1061/COU	Rear of 41 Valley View, Greenhithe, DA9 9LU
DA/03/1124/FUL	20 St Peters Close, Swanscombe, DA10 0BD
DA/03/932/REM	20 Whitby Close, Greenhithe, DA9 9QE
DA/03/1067/FUL	40 Manor Road, Swanscombe, DA10 0EJ

494 SWANSCOMBE LIBRARY

Members were provided with a copy of draft correspondence received from Dartford Borough Council expressing its interest in securing Swanscombe Library as a Community building. The Town Council had been requested to send a letter of support to the Leader of KCC for Dartford Borough Council. It was,

RECOMMENDED

that the letter of support be sent.

494 WHITE HART

Members were advised that the White Hart Public House had been renamed the Sir John Franklin.

495 KEARY ROAD GARAGES

Members were asked if they were aware that the above garages had been demolished but that rubbish still remained.

496 STREET LIGHTS

Members were asked if they were aware that the street lights were not working in The Avenue in Greenhithe and that the zebra crossing lights were out.

The Meeting closed at 10.48pm.

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on THURSDAY, 19<sup>TH</sup> FEBRUARY 2004 at 7.30pm

PRESENT:

	Cllr. T Carrington (Chair)	
Cllr Mrs C Angell		Cllr. M J Munn
Cllr. D J Bennett		Cllr M Murphy
Cllr. L J Bobby		Cllr. Mrs I A Read
Cllr. C Broadley		Cllr. D M Rowlands
Cllr J A Hayes		Cllr. P J Scanlan
Cllr. M D G Jackson		Cllr. Mrs G B Tripp

497 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' C Creed, B Fitzpatrick, V Openshaw, B Read, P Read and K Sangar.

498 DECLARATIONS OF INTEREST

No additions or amendments were made to the list

499 MINUTES OF THE MEETINGS HELD ON 10<sup>TH</sup> AND 18<sup>TH</sup> DECEMBER 2003

It was,

RESOLVED

that the Minutes of the Meetings held on 10<sup>th</sup> and 18<sup>th</sup> December 2003 be approved and signed as a true record. Proposed by Councillor L Bobby and seconded by Councillor J Hayes. All agreed.

500 KEY WORK HOUSING POLICY CONSULTATION

Members were provided with correspondence from Dartford Borough Council regarding the above for consideration and comment. It was,

RESOLVED

that the Town Clerk respond stating that Members would wish to see representation from specific people within the key worker area and not their management.

501 BBC RADIO KENT

Members were provided with correspondence from Radio Kent's District Reporter. It was, NOTED.

502 PARISH NEWS

Members were provided with a copy of issue 298 of the Newsletter. It was, NOTED.

503 BUS TIMES

Members were advised that the Town Clerk was holding copies in the office of the timetables for the 455, 456 and 457 Routes.

504 PUBLIC FOOTPATH DS1

Members were provided with correspondence from Dartford Borough Council regarding the Stopping Up Order on part of public footpath DS1. It was, NOTED.

505 DARTFORD LOCAL PLAN REVIEW

Members were provided with correspondence from Dartford Borough Council regarding the replacement of the old style Local Plan with Local Development Frameworks and how this would affect Dartford Borough Council. It was, NOTED.

506 DARTFORD LOCAL PLAN REVIEW – COUNCIL'S RESPONSES TO OBJECTIONS

Members were provided with correspondence from Dartford Borough Council advising of its responses to the Town Council's objections to the Local Plan. Councillor Carrington advised that paragraphs 9.3.1 and 9.3.2 did not reflect the comments that had been received from the Arts Officer at Dartford Borough Council. It was,

RESOLVED

that Councillor Carrington forward a copy of the correspondence received from the Arts Officer to the Town Clerk in order for this to be forwarded to Dartford Borough Council for their further comment.

507 PRIDE IN SWANSCOMBE AWARDS

Members were provided with correspondence from Groundwork regarding their aim to run Pride in Swanscombe Awards. A representative was requested from the Town Council to sit on the judging panel and also a contribution to the first year. It was,

RESOLVED

that the Town Clerk respond to Groundwork with the following. Members were concerned that the award related only to Swanscombe. As the Town Council represented the whole of the community, ie Swanscombe and Greenhithe, they would expect Greenhithe to be included. They would wish the Town Mayor to sit on the judging panel and present an award and that Members would like to offer the possibility of purchasing an award that could be used each year.

508 GREENHITHE RIVERSIDE WALKWAY PROPOSAL

At a meeting of the Finance & General Purposes held on 5 February 2004 it was recommended that the Town Council write to Barratt Homes regarding the opening of the riverside walkway. Further correspondence had been received from Councillor Creed on this issue. It was,

RESOLVED



that the Chair and the Town Clerk check these issues with the Town Council's solicitor and report back at a later stage.

509 EASTERN QUARRY

Members were provided with a report from the Major Development Working Group held on 26 January 2004 regarding the Urban Park. Members of the group were thanked for their efforts in being able to make Land Securities look at the location of this park again. It was, NOTED.

510 GREENHITHE FORESHORE

Members were provided with a copy of the correspondence that had been received from Crest Nicholson regarding various issues at the play area. It was,

RESOLVED

that the Town Clerk advise Crest that Members felt that there were insufficient dog and litter bins along the Foreshore and that more needed to be installed. They should also be installed before any of the properties were occupied to avoid complaint. It was also felt that more benches should be placed all along the river as before the development started.

511 LEISURE CENTRE MANAGEMENT CONTRACT

Members were provided with an update on the management contract for the Leisure Centre. It was, NOTED.

512 ANNUAL RETURN FOR YEAR END 31<sup>ST</sup> MARCH 2003

Members were provided with a copy of correspondence received from District Audit with further queries on the Annual Return and the Town Clerk's response. It was,

RESOLVED

that the Town Clerk's response be sent. The Clerk was also thanked for her work with this matter.

513 RECREATION, LEISURE AND AMENITIES COMMITTEE – 15<sup>TH</sup> JANUARY 2004

It was,

RESOLVED

that the Minutes of the Recreation, Leisure and Amenities Committee held on 15 January 2004 be confirmed and the recommendations therein adopted. Proposed by Councillor T Carrington and seconded by Councillor B Read. All agreed.

514 FINANCE & GENERAL PURPOSES COMMITTEE – 5 FEBRUARY 2004

It was,

RESOLVED



that the Minutes of the Finance & General Purposes Committee held on 5 February 2004 be confirmed and the recommendations therein adopted. Proposed by Councillor B Read and seconded by Councillor C Angell. All agreed.

515 SEALING OF DOCUMENTS

The Town Clerk advised Members that she had received the Lease on the Sports Pavilion to be sealed and that it would be necessary to call a special Meeting of the Town Council in order for this to be done.

516 SOUTHFLEET ROAD

Members were advised of a Meeting with CTRL and Kent Highways regarding Southfleet Road. It was proposed to get a stopping up order in place to make Southfleet Road one way, if it proved Swanscombe was being used as a rat run and that this stopping up order would only be enforced if the Town Council so wished.

517 TOWN PLANNING

The following planning applications were been received from Dartford Borough Council for Members' consideration:

DA/04/00072/FUL           Erection of a part two/part single storey rear extension.

25 Ames Road, Swanscombe

OBSERVATIONS           No observations provided neighbours were consulted.

DA/04/00092/FUL           Erection of a two storey side extension

186 Stanhope Road, Swanscombe

OBSERVATIONS           No observations provided neighbours were consulted.

DA/04/00102/FUL           Application for the variation of Condition 13 of Planning Permission DA/98/00664/OUT in respect of the installation of a satellite dish behind parapet of roof

9 The Boulevard, Greenhithe

OBSERVATIONS           No observations.

The following approved decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/00997/FUL           Erection of a single storey rear extension to existing garage and a single storey detached store building at end of garden.



Monarch Autos, 164 Milton Road, Swanscombe  
DA/03/01132/FUL Erection of a rear conservatory  
8 Hasted Close, Greenhithe  
DA/03/01125/COU Change of use of unit from retail shop to tattoo studio  
37 High Street, Swanscombe

The following refused decision notice had been received from Dartford Borough Council. It was, NOTED.

DA/03/01122/COU Change of use of industrial units to use for car auctions  
Units C3 & C4 North Industrial Estate

The following planning application had been received from Dartford Borough Council for Members' consideration:

DA/04/00122/FUL Demolition of existing garage & shed erection of a two storey side extension and rear conservatory  
14 Stafford Close, Greenhithe

OBSERVATIONS No observations

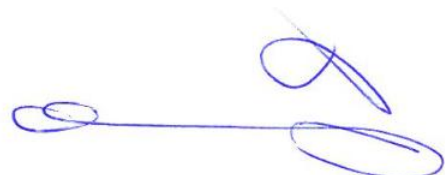
The following approved decision notice had been received from Dartford Borough Council. It was, NOTED.

DA/03/01066/FUL Retention of a front porch  
22 Eglinton Road

The following Appeal Decision Notice has been received from Dartford Borough Council. It was, NOTED.

DA/02/01039/COU 186A Milton Road, Swanscombe  
The appeal is dismissed.

The Meeting closed at 8.42 pm.



MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE  
SWANSCOMBE on THURSDAY, 11<sup>TH</sup> MARCH 2004

PRESENT:

Cllr. T J Carrington – Chair	
Cllr. L J Bobby	Cllr. M Murphy
Cllr. C Broadley	Cllr. V Openshaw
Cllr. C Creed	Cllr. Mrs I A Read
Cllr. Mrs A R Harvey	Cllr. B E Read
Cllr. J A Hayes	Cllr. P J Scanlan
Cllr. M D G Jackson	Cllr. P J Scanlan
Cllr. M J Munn	Cllr. Mrs G B Tripp

IN ATTENDANCE: Mr Les Howel, Parks Foreman

518 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' D Bennett, Mrs C Angell, B Fitzpatrick, K Sangar and P Read.

519 DECLARATIONS OF INTEREST

Councillor C Creed declared a pecuniary interest in Agenda item 6.1, Section 52 Agreement – Riverside Walkway. Councillor M Munn and Mrs A R Harvey declared an interest in the additional Agenda item 13 regarding the Swanscombe & Greenhithe Elderly Shuttle Bus.

520 MINUTES OF THE MEETING HELD ON 15 JANUARY 2004

The Minutes of the Meeting held on 15 January 2004 were accepted as true record. Proposed by Councillor B Read and seconded by Councillor M Jackson.

521 LEASE OF THE PAVILION

Members were provided with a copy of the Lease to the Swanscombe & Greenhithe Association of Sports and Social Clubs for the Pavilion, which was effective 1 April 2002. The Lease required sealing. Members were also provided with a draft letter to the Association regarding outstanding items in the Lease and outstanding payments of utilities bills since its effective date. It was,

RESOLVED

that the Lease be sealed and that the draft letter be sent but amended to include a request for a programme of works for the shower repairs.

522 PARK'S REPORT

Members were provided with a copy of the Park's Report. Apart from the following items, it was NOTED.

523 PLAY AREA AT GREENHITHE FORESHORE

Members were advised of the effect that a recent high tide had had on the play area at the Foreshore. The safety surface had lifted on one of the pieces of equipment. Members were concerned that the Town Council's previous concerns had not been addressed sufficiently when it advised about the flooding in this area. They were also very concerned about children's safety. It was,

RECOMMENDED

that the Town Clerk contact the Planning Department at Dartford Borough Council with regard to this matter.

524 VALLEY VIEW

Members were advised that a small area of fencing needed to be carried out at Valley View, due to vandalism. The Park staff would carry out this work at a cost of approximately £75.00. The Parks Foreman requested Members permission to install litter bins and signs at a cost of approximately £350. It was,

RECOMMENDED

that the Parks Foreman be allowed to spend this amount provided that there were sufficient funds in budget.

525 SECTION 106 AGREEMENT – CRAYLANDS LANE DEVELOPMENT

The Town Clerk advised Members that Persimmons had wrongly wired the lamp posts that fall to responsibility of the Town Council. They had originally been wired in with the Estate's street lighting, but in fact, needed to be on a separate supply. Persimmon's were rectifying this. They were also inserting horizontal bars on the gates installed at the footpaths to help restrict access by motorcycles into the open spaces. This was, NOTED.

526 FENCING ALONG CHILDS CRESCENT

Members were advised that quotes were still awaited for new fencing along Childs Crescent. This was, NOTED.

527 MESS ROOM

The Parks Foreman advised that he had obtained grills to put on the windows at the Mess Room. This was, NOTED.

528 CRICKET

The Parks Foreman asked whether the Town Council should advertise the cricket pitch that was available at Broomfield Park. It was,

RECOMMENDED

that the Town Clerk contact the Sports Development Officer at Dartford Borough Council regarding this matter.

529 RECREATION FACILITY CHARGES 2004/05

Members were provided with a copy of the proposed charges for the 2004/05 financial year. It was,

RECOMMENDED

that these charges be accepted but that the football pitch fees be compared with other pitches locally before setting these prices. It was recommended that the Town Clerk and the Chair of the Finance and General Purposes Committee set these fees. It was also recommended that the Council's hall hire charges be looked at with a view to increasing these in line with charges made for other local halls before the price increases were set in the 2005/06 financial year.

530 GANG MOWING

Members were provided with three quotations to undertake the Council's ground maintenance for a contract period of three years, effective 1 April 2004. These were,

QUOTE A: £5,175 (excluding VAT)  
QUOTE B: £18,000 (excluding VAT)  
QUOTE C: £7,800 (excluding VAT)

It was,

RECOMMENDED

that Quote A be accepted for a three year period, which would be increased only in line with inflation during this time. The Clerk was also asked to clarify that quote B was per annum and not for the period of the contract.

531 PATH IN SWANSCOMBE PARK

Members were provided with three quotations for the path in Swanscombe Park. It was,

RECOMMENDED

that Quote C for £6930 be accepted.

532 TREES AT MANOR PARK

Members were provided with the report on the trees at Manor Park. The Town Clerk advised that she had forwarded a copy of the report to Dartford Borough Council for their observations before making the necessary application as the trees are subject to Tree Preservation Orders. It was,

RECOMMENDED

that the report be accepted and that the Parks Foreman obtain the necessary three quotes for this work to be undertaken.

533 TREES IN MANOR PARK PLAY AREA

Members were advised that a quote had been received to undertake the works to the trees in Manor Park Play Area for the sum of £810 excluding VAT. It was,



RECOMMENDED

that the quote be excepted, subject to sufficient funds being available in budget.

534 PLAY AREA IN MANOR PARK

The Town Clerk provided Members with three quotes for the upgrade and refurbishment of the children's play area in Manor Park. The Clerk also advised Members that she had received confirmation from Dartford Borough Council that they had earmarked £7,500 in capital monies towards this expenditure under their Parish Initiative Scheme. The quotes were as follows:

Quote A: £17,000.00  
Quote B: £14,382.00  
Quote C: £ 9,693.72

Members were advised that quotes A and C did not include for wet pour surfacing over the existing tiles and that a separate quote in the sum of £3,043 had been obtained from a local contractor that were used by the company in Quote B. It was,

RECOMMENDED

to accept Quote C. Members felt it was better value for money compared to the other quotes and had satisfactory guarantees in place on the equipment. However, before final acceptance, the Town Clerk was asked to undertake a site visit where this company's work has been installed and obtain a satisfactory reference from one of their customers.

535 FREE TREE SCHEME

Members were provided with details from the NorthWest Kent Countryside Project regarding their free tree scheme which entitled the Town Council to apply for up to 25 free trees. It was,

RECOMMENDED

that eight were planted in the picnic area at the Heritage Park with the remaining being placed where the Parks Foreman and Town Clerk thought most appropriate.

536 STOCKTAKE REPORT

Members were provided with a copy of the stocktake for the three month period to 22 January 2004. Members were advised that there was a surplus rather than a deficit and this due to the work of the new Senior Recreation Supervisor. It was, NOTED.

537 ANNUAL FAIR VISIT

Members were provided with correspondence asking for permission for the fair to visit Knockhall Playing Field this year. It was,

RECOMMENDED

that the fair be allowed to hire the ground but to obtain approval from the Parks Foreman for suitable dates.

538 SWANSCOMBE BOWLS PAVILION

The Town Clerk advised Members that the lease on the Pavilion to Swanscombe Bowls expired on 31 March 2005. It was,

RECOMMENDED

that a working party, with the same Members as the Sports Pavilion Working Party, be set up to deal with the new lease negotiations.

539 SECTION 52 AGREEMENT – RIVERSIDE WALKWAY

Members were provided with correspondence regarding the Section 52 Agreement from Solitaire Ltd, the management company for the housing estate. It was,

RECOMMENDED

that this be passed to the Town Council's solicitor for comment and that the Town Council use the information gained to ensure that the relevant responsible authorities dealt with its correct enforcement. It was also recommended that the Town Clerk contact the Kent County Council Public Rights of Way Officer to advise of the fallen wall, which was causing this right of way not be opened on health and safety grounds.

540 TOURISM AND HERITAGE WORKING GROUP

Members were provided with correspondence from Dartford Borough Council relating to above. It was,

RECOMMENDED

that Councillors contact the Town Clerk to add items to the survey, in addition to following; Ingress Abbey and the Follies, the Heritage Park, the area's industrial heritage with cement and paper factories, the Skull Site, Bluewater Shopping Centre, St Peter and St Paul's Church. It was also recommended that the Town Clerk contact Christoph Bull, the local historian for his input.

541 DISABLED PARKING BAYS

Members were provided with correspondence from Dartford Borough Council regarding the requests it had received for disabled parking bays. Members comments were requested. It was, NOTED.

542 DARTFORD LOCAL PLAN REVIEW – 2<sup>ND</sup> DEPOSIT DRAFT

Members were advised that correspondence had been received from Dartford Borough Council regarding the proposed amendments to the Dartford Local Plan Second Deposit Draft. The Clerk advised Members that the Town Council had already submitted its observations. Councillor Munn advised of concerns that he had with regard to clause 6.12 relating to Axton Chase School. It was,

RECOMMENDED



that he email these to the Town Clerk in order for her to draft a suitable response to Dartford Borough Council. Councillor Murphy also requested a copy of the email.

543 REQUEST TO SCATTER ASHES

Members were advised that the Town Clerk had received a request to scatter the ashes of a former Member of the Swanscombe Bowls Club on the bowling green in Swanscombe Park. It was,

RECOMMENDED

that the Town Clerk send a letter of condolence and advise that the Town Council were in agreement for the ashes to be scattered on the flowerbeds.

544 CASH OFFICE SECURITY SERVICES

Members were advised that the Clerk had received correspondence from Dartford Borough Council in response to the Town Council's letter regarding the attempted robbery of the Cash Office at the Leisure Centre. Members were advised that DBC were calling the security company in for a contract review meeting and requested the presence of a Member of the Town Council at that meeting. It was,

RECOMMENDED

that the Town Clerk and the Chair of the Finance & General Purposed Committee attend.

545 NORTH KENT PLANNING AID PROJECT

Members were provided with correspondence relating to a North Kent Planning Aid Project. It was,

RECOMMENDED

that the Town Clerk contact the Director of Community Services at Dartford Borough Council for their thoughts on whether it something that the Town Council should seek to be actively involved in.

546 EASTERN QUARRY

Members were provided with a report of the Major Development Working Party held on 27 February with Second Site, the company that would be submitting an application for the substation site at Eastern Quarry. Councillor Read raised his concerns about being faced with two companies developing one site, it could cause great difficulty in agreeing section 106 agreements. It was, NOTED.

547 SWANSCOMBE & GREENHITHE ELDERLY BUS SHUTTLE

Members were advised of the plans to run a shuttle bus for the elderly in Swanscombe & Greenhithe. The project was being managed by the Community Development Officer for Groundwork. Dartford Borough Council would be recommending to Cabinet a contribution of £2,000 towards the scheme and was requesting the Town Council to contribute the sum of £2,140. It was,

RECOMMENDED

that Members approved the scheme in principal and that the Chair of the Finance & General Purposes vire money from another budget for the Town Council's contribution.

548 SWANSCOMBE HERITAGE PARK

Members were advised that the Swanscombe Action Group had been successful in securing £370,000 of funding for the Heritage. In accepting the grant, the Town Council and Groundwork had to undertake to maintain the Park for a period of 10 years and in addition a maintenance agreement stating the obligations of both parties had been drawn up. This was provided to Members for their endorsement. It was,

RECOMMENDED

that the Town Council sign the maintenance agreement. Members also thanked the working group for their hard work and the great success achieved so far.

549 BANK FACILITY FOR SWANSCOMBE

Correspondence had been received from Councillor Rowlands asking for Members to discuss banking facilities in Swanscombe. After discussion, it was,

RECOMMENDED

that the Town Clerk write to the various banks advising of the lack of facility and explain about the need for a bank now and in light of the major developments.

550 REPAIRS TO CHURCH ROAD HALL

The Town Clerk advised that she had had to have emergency repairs carried out to the roof of the Church Road Hall. Members were provided with a schedule of works and the three quotes that had been received to undertake the repairs. It was,

RECOMMENDED

that the Town Clerk establish how long the temporary repairs would last before accepting any of the quotes.

551 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for consideration.

DA/04/0159/FUL

Application for the Variation of Condition 1 of Planning Permission DA/02/0936/FUL in respect of extending the time limit for use of the haul road for contractor access from 1 February 2004 until 1<sup>st</sup> February 2006.



	Black Duck Marsh Green, Manorway, Swanscombe
OBSERVATIONS	Members requested that the security of the site to looked at and addressed properly.
DA/04/0158/FUL	Erection of a first floor rear extension.  122 Knockhall Road, Greenhithe
OBSERVATIONS	No observations, provided neighbours were consulted.
DA/04/0156/FUL	Demolition of existing conservatory and erection of a part two/part single storey rear extension.  6 Alexander Road, Greenhithe
OBSERVATIONS	No observations, provided neighbours were consulted.
DA/04/0123/FUL	Demolition of existing and erection of a rear conservatory.  55 Eynesford Road, Greenhithe, DA9 9HB
OBSERVATIONS	No observations, provided neighbours were consulted.
DA/04/0146/REM	Submission of details relating to external materials pursuant to Condition 1 of Planning Permission DA/02/1028/CTRL.
OBSERVATIONS	No observations.
DA/04/0124/FUL	Application for the variation of Condition 13 of Planning Permission DA/98/0664/OUT in respect of the retention of a satellite dish on rear elevation.  49 Watermans Way, Greenhithe
OBSERVATIONS	No observations, provided neighbours were consulted.
DA/04/0155/REM	Submission of details relating to acoustic insulation pursuant to Condition 3 of Planning Permission DA/03/0659/COU for change of use of a unit to provide 4 band practice units on ground floor and storage on first floor.  Unit M5, Kent Kraft Industrial Estate, Lower Road, Northfleet
OBSERVATIONS	No observations.

Members were advised that the following planning application had been received from Kent County Council for consideration.

DA/03/TEMP/0048            Section 73 application to seek revised arrangements for drainage pursuant to planning condition 24 of DA/99/706

Bakers Hole Landfill Site, Northfleet.

OBSERVATIONS            No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council. They were, NOTED.

DA/03/01166/CPO            Land North of Railway Station, East of Station Road, Greenhithe, Kent

DA/04/0046/REM            Waterfront 2 Ingress Park, Greenhithe

Members were advised that the following granted decision notice had been received from Kent County Council. It was, NOTED.

DA/003/921/R6            New Nursery, Swanscombe Infant School, Keary Road, Swanscombe

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/04/0197/FUL            Application for variation of Condition 9 of Planning Permission DA/95/0275/FUL in respect of repositioning existing garage door.

31 Frobisher Way, Greenhithe

OBSERVATIONS            No observations, assuming there was no loss of parking provision.

DA/04/0164/FUL            Erection of a part two/part three storey detached building to provide a Management Centre, together with associated car parking and access.

Land East of Cherry Orchard, Eastern Quarry, Watling Street, Swanscombe

OBSERVATIONS            No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council. It was, NOTED.

DA/04/0004/FUL            3 Plantation Close, Greenhithe

Members were that a Development Control Board Meeting had been called for the 20<sup>th</sup> March 2004 at 9.30am for the following application. It was, NOTED.

DA/04/0047/REM

Submission of reserved matters pursuant to Land situated between Condition 1 of planning permission DA/98/664/OUT for 20 & 22 Ingress Park the erection of a detached 4 bedroom house with an attached garage.

20 & 22 Ingress Park, The Avenue, Greenhithe

552 VISIT BY SIR SANDY BRUCE-LOCKHART

Members asked about the visit by Sir Sandy Bruce-Lockhart. Councillor Read explained the reasons behind the visit.

553 BUS SHELTERS

Members asked whether it was known if the glass had been cleared at the two bus shelters in Alkerden Lane.

The Meeting closed at 10.10 pm.

A handwritten signature in blue ink, appearing to be 'A. Read', written in a cursive style.

MINUTES of the MEETING of the PERSONNEL COMMITTEE  
held at the GROVE HALL, THE GROVE, SWANSCOMBE on  
THURSDAY, 18<sup>TH</sup> MARCH 2004 at 7.30 PM

PRESENT:

Cllr. B E Read (Chair)  
Cllr. Mrs C Angell                      Cllr. C Creed  
Cllr. L J Bobby                         Cllr. D Rowlands

554 APOLOGIES FOR ABSENCE

No apologies of absence were received.

555 DECLARATIONS OF INTEREST

No additions or amendments were made to the list.

556 EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business to be transacted, it was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda items were discussed.

557 MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> OCTOBER 2003

The Minutes of the meeting held on the 16<sup>th</sup> October 2003 were signed and recorded as a true record. Proposed by Councillor Creed and seconded by Councillor Bobby.

558 STAFFING

Members were provided with details of staff sickness since the last meeting and a copy of a letter that she had written to one Member of staff regarding their sickness. It was,

RECOMMENDED

that sickness levels continue to be monitored.

559 MISCALCULATION OF SALARIES

Members were provided with details on the miscalculation of staff salaries when the cost of living rise had been awarded. The Clerk advised that the errors had occurred because of the difficulty in calculating the increases correctly as Members of staff were paid on different dates. It was,

RECOMMENDED

BSR

that these overpayments were not be deducted from staff and that any underpayments be paid to staff. It was also recommended that all staff would be paid from the first of each month and that the pay date be changed to the 15<sup>th</sup> of the month instead of the current last working Monday of the month. The changes to be effective as of 1 April 2004.

560 PAYMENT OF FRINGE ALLOWANCE ON OVERTIME

Members were advised that the Town Clerk had inadvertently paid the fringe allowance to some Members of staff when paying them overtime. She advised that this error had occurred because she had followed on from what the previous Town Clerk had done. The fringe allowance is a one off payment and should not be included in overtime rates. It was,

RECOMMENDED

that in order for this mistake not to happen again, the Town Clerk put the fringe allowance as a separate entry in the payroll, effective 1<sup>st</sup> April 2004.

561 OVERPAID MILEAGE

The Town Clerk advised that she had overpaid her mileage when she had calculated the mileage from her house to the Council's offices. She advised Members of the amount of the overpayment. It was,

RECOMMENDED

that the Town Clerk was not deducted for this as Members recognised the amount of additional mileage that she undertakes but does not claim for.

562 WEEKLY PAID STAFF

The Town Clerk advised Members that she wished to transfer two weekly paid to monthly pay. This had already been agreed by the Town Council, but the Clerk had put off doing this. However, in order for the Town Clerk to work more efficiently and effectively, it was now necessary to do this. The Clerk also advised that she wished to look one of the staff who works different hours throughout the week to see if she could pay an average monthly salary. It was,

RECOMMENDED

that they be put on a monthly salary as soon as possible, but that the averaged hours payment for one Member of staff be looked at again at a later date.

563 SALARY SCALES

The Town Clerk provided Members with a copy of a salary scale scheme that she had produced for consideration. She had used the National Joint Council's spinal points and had put them into suitable bands for the various positions within the Council. She advised that, once staff had reached the top of their band, they would not automatically go up to the next band unless they had taken on significant additional responsibilities for them to be moved on. It was,

RECOMMENDED

that these salary bands be accepted and effective from 1 April 2004 but that a further band be created with Spinal Points 1 – 3 for the caretaker positions.

564 HOLIDAY ENTITLEMENT

The Town Clerk advised that, as far as she was aware, staff were able to carry any unused holiday over in to the next holiday year and that she now wished to put a procedure in place. She recommended that all staff be entitled to carry over 5 days but that these 5 days would have to be used in the first three months of the new holiday year, otherwise they would be lost. It was,

RECOMMENDED

that this procedure be put in place effective 1<sup>st</sup> April 2004. It was also confirmed that all staff commenced on 20 days per annum (pro-rata'd for part-time staff) and this was increased by one day per annum after one complete year of service up to a maximum of 25 days per annum. After 10 years service, staff would be awarded an additional 5 days (ie 30 days) and this would be the maximum entitlement. The Town Clerk posts commenced on 25 days per annum and would be increased by one day per annum after one complete year of service up to a maximum of 30 days.

565 ANNUAL APPRAISAL

The Town Clerk provided Members with a copy of a proposed annual appraisal scheme. The scheme was intended to be used as a tool to monitor staff performance and highlight any areas where additional input or training was required. The appraisal scheme would also be used as a basis to award staff incremental pay increases in addition to the cost of living rise. It was,

RECOMMENDED

that the appraisal scheme be adopted with some minor amendments as of 1 April 2004. The Clerk advised that due to her pressures of work it was unlikely that she would be able to start undertaking them at this date and that they were more likely to commence in May. It was also recommended that the Town Clerk undertake the appraisals on all staff, but that the Park staffs' appraisals be undertaken in conjunction with the Parks Foreman. The Town Clerk's appraisal would be undertaken by the Personnel Committee.

567 PAY INCREASE

The Town Clerk advised Members that she wished them to consider awarding a pay increase for the Parks Foreman. The last time that he was awarded an incremental rise was in November 2002. However, the Clerk advised that she felt him to be extremely good at his job. He is proactive, uses his initiative and is an extremely worthwhile and reliable member of staff. It was,

RECOMMENDED

BER

that he be awarded an increase to Spinal Point 24 effective 1 April 2004.

568 FULL-TIME PARK STAFF SALARIES

The two full-time Park Staff had put in a request for a pay increase. The Town Clerk had tried to conduct a review of their salaries by comparing them with staff employed at Dartford Borough Council and Gravesham Borough Council. The comparisons were not exactly on the same roles, as it was difficult to find local councils who employed the same type of staff directly, but the rates of pay were similar. Members were also provided with a copy of their reasons for warranting an increase. It was,

RECOMMENDED

that because they were awarded an incremental rise in November 2002 in recognition of the additional responsibilities that they undertook, any incremental increase would be looked at when the annual appraisal system was undertaken. However, it was recommended that their appraisals be conducted before the rest of the Town Council's staff.

569 END OF PROBATIONERY PERIODS

The Town Clerk advised Members that the Senior Recreation Supervisor and the Recreation Supervisor's probation periods expired on 9 and 14 April respectively. It was,

RECOMMENDED

that both be made permanent and that the Senior Recreation Supervisor's salary be increased to spinal point 22 effective 1 April 2004. The Town Clerk was also requested to seek the approval of Gravesham Community Leisure Limited before implementing these.

570 ADDITIONAL STAFF RESPONSIBILITY PAYMENT

The Town Clerk advised Members that when Gravesham Community Leisure Limited take over the running of the Leisure Centre, the number of staff under her direct employment would decrease from 16 to 7. This would affect the additional staff responsibility payment that she received as it would cause it to decrease. It was,

RECOMMENDED

that the Town Clerk keep this payment for the time being and that her salary be reviewed again in six months time.

572 CHRISTMAS COVER

The Clerk advised Members that she had had the telephones diverted to her home number whilst she was annual leave over the Christmas period as the Assistant Town Clerk was off sick during December. It was,

RECOMMENDED

MINUTES of the MEETING of the FINANCE AND GENERAL PURPOSES  
COMMITTEE held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE  
on THURSDAY 1<sup>st</sup> April 2004 at 7.30pm

PRESENT: Cllr. B E Read – Chairman  
Cllr. D J Bennett Cllr. L J Bobby  
Cllr. Mrs A R Harvey Cllr. J A Hayes  
Cllr. M D G Jackson Cllr. M J Munn  
Cllr. V Openshaw Cllr. Mrs I A Read  
Cllr. D M Rowlands Cllr. P J Scanlan  
Cllr. Mrs G B Tripp

575 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Mrs C Angell, C Broadley, T J Carrington, C Creed, B B Fitzpatrick, M Murphy, P A Read and K Sangar.

576 DECLARATIONS OF INTEREST

Councillor V Openshaw declared a non-pecuniary interest in the Greenhithe Community Association.

577 MINUTES OF THE MEETING HELD ON 5<sup>th</sup> February 2004

The Minutes of the Meeting held on 5<sup>th</sup> February 2004 were approved and signed as a true record. Proposed by Councillor M Jackson and seconded by Councillor L J Bobby.

578 PRESENTATION BY MINK

Mrs Sandra McCarthy of MINK (Mediation in North Kent) was introduced to Members. She attended the meeting on the Council's request following a request for a donation to the service, so that Members could learn more about MINK. It was explained that the organisation had been set up as a mediation service for neighbours in dispute in the Dartford and Gravesham areas. It was a free and confidential service, which was operated by volunteers. They had rented office space in the Walk Tall offices in Swanscombe High Street.

They had received funding from Gravesham Borough Council, Dartford Borough Council, Kent Police and the TSB.

Since the inception of MINK there had been 12 referrals; 2/3 from Dartford, 2/3 from Gravesend, 1 from Greenhithe, 1 from Swanscombe and the rest from self referrals.

Mrs McCarthy was thanked for her presentation and left the Meeting. Members the discussed the award of a donation and it was,

RECOMMENDED

that a donation of £50 be given under Section 137 of the 1972 Local Government Act.



579 INCOME FOR THE MONTHS OF JANUARY AND FEBRUARY 2004 .

Members were provided with details of the income for the months of January and February 2004, which totalled £28,630.49 as set out in the annexed list.

580 ACCOUNTS PAID IN JANUARY AND FEBRUARY 2004.

Members were provided with details of the accounts paid in January and December 2004 which totalled £64,645.82 as set out in the annexed list.

581 SUMMARY OF INCOME AND EXPENDITURE – JANUARY AND FEBRUARY 2004.

Members were provided with a detailed summary of the total income and expenditure to 29 February 2004. It was,

NOTED

582 LEGAL FEES

Members were asked to approve the expenditure of £10,000 in respect of legal fees for Church Bruce Hawkes Brassington and Phillips for the Sports Pavilion lease negotiations. It was,

RECOMMENDED

that the invoice be paid and that the Chairman and Town Clerk vire the funds from other budgets to meet this expenditure.

583 KAPC SUBSCRIPTION

Members were asked to approve the payment of £958.38 being the annual subscription to KAPC. It was,

RECOMMENDED

that the subscription be paid but that the Clerk check the amount paid in the previous year.

584 ANNUAL RETURN FOR THE YEAR END – 31<sup>ST</sup> MARCH 2003

Members were advised that the Audit Commission had now completed the annual return for the year-end 31<sup>st</sup> March 2003. The Audit Commission confirmed that the return met their requirements and no matters came to their attention giving cause for concern and that the regulatory requirements had been met. The Town Clerk informed Members that she would prepare the Notice of Conclusion and Right to inspect the Annual Return for local government electors as of 26<sup>th</sup> March 2004 for a period of 14 days. Members were asked if they were in agreement to charge £2.50 to any government elector to be provided with a copy? It was,

RECOMMENDED

that £2.50 was charged to any elector for a copy of the Annual Return.

585 ANNUAL RETURN FOR THE YEAR END 31<sup>ST</sup> MARCH 2004

Members were advised that the annual return for the year-end 31<sup>st</sup> March 2004 had been received. The Town Clerk advised that she had asked for a change in the due date of the return, as the dates for the next Finance & General Purposes Committees had not been set. She confirmed that this has been amended to 26 July 2004. It was, NOTED.

586 KENWARD TRUST DONATION REQUEST

Members were provided with copy correspondence from Kenward Trust asking for a donation. It was,

RECOMMENDED

that a donation of £50 was made under Section 137 of the 1972 Local Government Act.

587 DONATION REQUEST FROM OUR LADY'S CATHOLIC PRIMARY SCHOOL

Members were provided with a copy of a letter from a pupil of the above school asking them to consider donating a prize towards the schools' fun day. It was, NOTED.

588 CRIME PREVENTION/TRAFFIC WORKING PARTY

Members were provided with a copy of the report from the Crime Prevention/Traffic Working Party held on the 21<sup>st</sup> January 2004. It was, NOTED

589 LOCAL INVESTIGATION AND DETERMINATION OF MISCONDUCT ALLEGATIONS

Members were provided with a copy of the documentation from the Office of the Deputy Prime Minister and the Standards Board for England concerning the above. They were advised that any comments on the documentation had to be returned by the 18<sup>th</sup> May 2004. It was,

NOTED

590 POLICE COMMUNITY SUPPORT OFFICER (PCSO) FOR GREENHITHE

Members were provided with a copy of a letter from Dartford Borough Council concerning the possibility of funding for a PCSO for Greenhithe and a copy of a letter sent by the Superintendent of North Kent Police to the Rural Partnership Manager at Kent County Council confirming the extension of the area covered by the current two PCSOs for Swanscombe to include Greenhithe. Members welcomed that Greenhithe had now been included. However, It was,

RECOMMENDED

that the Town Clerk respond to the Superintendent thanking him for arranging for the coverage to be extended. Members wished it to be expressed that they were concerned that this could result in a reduction of service level currently received in Swanscombe and to request further the possibility of PCSOs for Greenhithe.

Councillor M Munn entered the Meeting at 8.07pm

BER

591 SWANSCOMBE AND GREENHITHE ELDERLY SHUTTLE

Members were provided with a copy of a letter from Dartford Borough Council advising that a report concerning Dartford Borough Council's funding for the scheme was being submitted to the first April Cabinet. It was, NOTED.

592 THE MAYORS CIVIC AWARDS FOR VOLUNTEERS 2003/04

Members were provided with a copy correspondence from the Mayor of Dartford enquiring whether the Council wished to nominate a volunteer who they felt deserved to receive one of the Mayor's Civic Awards for Volunteers. It was,

RECOMMENDED

that Kevin Matthews of Swanscombe Tigers be nominated for this award.

593 REQUEST FOR PERMISSION TO DIG ON THE HERITAGE PARK

Members were advised that the Council had been contacted by the University of London, for permission to cut up to two geological sections into the deposits preserved at the Heritage Park. They were advised that English Nature had agreed to this. It was,

RECOMMENDED

that the Council did give permission but that assurance was sought that any damage would be repaired. Also, that the University of London be invited to attend the next meeting of the Swanscombe Action Group.

594 DARTFORD LOCAL PLAN REVIEW – 2<sup>ND</sup> DRAFT DEPOSIT

Members were provided with a copy of Councillor Murphy's email and Dartford Borough Council's reply concerning the history and future plans for Axton Chase School site. It was, NOTED.

595 KNOCKHALL ESTATE TRAFFIC CALMING

Members were advised that that the Town Clerk had written to Kent Highways with Members concerns about the traffic-calming scheme at Knockhall in that they did not give sufficient notice regarding the road closures and why Cobham Terrace and Bean Road were not included in the Scheme. Members were also advised that Kent Highways had responded stating that the comments made by Members were welcomed and had been noted for consideration. It was, NOTED

596 ROAD WORKS IN SWANSCOMBE – CTRL

Members were provided with a copy of correspondence received from CTRL following the Town Clerk's letter to them regarding their roadworks in the area. It was, NOTED.

597 TRAFFIC PROBLEMS IN SWANSCOMBE & GREENHITHE

*BER*

Members were provided with a copy of the response from Kent Highways regarding the traffic problems in Swanscombe & Greenhithe and the effect that the major developments will have on the existing roads. It was, NOTED.

598 A2/M2/A249 ROUTE MANAGEMENT STRATEGY

Members were provided with a summary of the Route Management Strategy (RMS) for the A2/M2 and A249 road within Kent. Members were advised that a response to this document had to be returned by 14<sup>th</sup> June 2004. It was, NOTED

599 RURAL REVIVAL GRANTS

Members were provided with a copy of the Rural Revival Grants Annual Report for 2002/03. It was, NOTED

600 PROPOSED CHANGES TO THE DRAFT REGIONAL TRANSPORT STRATEGY – REPLACEMENT CHAPTER 9 OF REGIONAL PLANNING GUIDANCE FOR THE SOUTH EAST REGION (RPG9)

Members were advised that the above document had been received for Members to comment on. It was,

RECOMMENDED

that Councillor B Fitzpatrick (in his absence) be nominated to review and respond to the document.

601 PROPOSED ALTERATIONS TO REGIONAL PLANNING GUIDANCE – SOUTH EAST – REGIONAL MINERALS STRATEGY.

Members were advised that the above document had been received but was unfortunately too large to photocopy but was available in the office for consideration and comment. It was, NOTED.

602 PROPOSED ALTERATIONS TO REGIONAL PLANNING GUIDANCE – SOUTH EAST – REGIONAL WASTE MANAGEMENT STRATEGY

Members were advised that the above document had been received but was unfortunately too large to photocopy but was available in the office for consideration and comment. It was, NOTED.

603 STRATEGIC RAIL AUTHORITY CONSULTATION DOCUMENT

Members were provided with correspondence from KAPC concerning the consultation of the "Integrated Kent Franchise – Train Service Specification". Members were advised that due to the size of the document it had not been possible to photocopy this but it was available in the office. However, Members were provided with a copy of correspondence received from Dartford Borough Council highlighting the effects that the proposed changes would have on the service received in Swanscombe & Greenhithe. It was,

RECOMMENDED

*BER*

that Members respond most strongly to the document. Members felt that due to the increase in the population, the opening of Bluewater and the Major Developments planned and currently happening area, that they would expect to see vast improvements to the services provided rather than the decreased service as proposed.

604 TOURISM & HERITAGE WORKING GROUP

Members were advised that Dartford Borough Council was asking for a response on Swanscombe & Greenhithe's Heritage. It was,

RECOMMENDED

that Councillor B E Read respond on behalf of Members.

605 DARTFORD LOCAL PLAN REVIEW

Members were provided with a copy of Dartford Area's Committee of the Kent Association of Parish Councils response to Dartford Local Plan Review 2<sup>nd</sup> Deposit Draft. It was, NOTED.

606 DARTFORD AREA COMMITTEE OF KAPC

Members were provided with a copy of the Minutes of the Meeting held on 19<sup>th</sup> November 2003. They were, NOTED.

607 RE-ORGANISATION OF POST OFFICES IN URBAN DARTFORD

Members were provided with a copy of Dartford Area Committee of the KAPC's response to the above matter. It was, NOTED.

608 LOCAL INVESTIGATIONS OF ALLEGATIONS OF MISCONDUCT

Members were provided with notes on an address by Graham Wilson legal advisor for the Society of Local Council Clerks regarding the above document. It was, NOTED.

609 ROLLING OUT BROADBAND TO RURAL COMMUNITIES

Members were provided with a copy of a letter from DTI and Defra regarding the roll out of Broadband in rural communities. It was, NOTED.

610 WEST KENT JOINT EQUINE MEETING

Members were provided with a copy of the Minutes of the Meeting on the 16<sup>th</sup> March 2004. They were, NOTED.

611 DARTFORD DISTRICT VOLUNTEER BUREAU MANAGEMENT COMMITTEE

Members were provided with a copy of the Minutes held on 15<sup>th</sup> January 2004 and Managers Report. They were, NOTED

612 GASPP MINUTES

BER

Members were provided with a copy of the Minutes of the Meeting held on 13<sup>th</sup> January 2004. It was, NOTED.

613 APPLICATION FOR TRANSFER OF LICENCE AND SECTION 34 PERMIT

Members were advised that an application for a Transfer of Licence had been received from the George and Dragon Public House. It was, NOTED.

614 KAPC – PARISH NEWS

Members were provided with a copy of the KAPC Parish News – Issue 29. It was, NOTED.

615 PLANNING AID SERVICE

Members were provided with a copy of a letter from Dartford Borough Council confirming that it would be appropriate for the Town Council to meet with representatives from the Planning Aid Service. It was,

RECOMMENDED

that the matter be referred to the Major Development Working Party and a meeting be arranged.

616 NAMING OF THE LAKES AT BLUEWATER

Members were advised that the Bluewater Forum was seeking ideas from the local community for ideas for naming the three lakes at Bluewater. It was,

RECOMMENDED

that these could be named after some of the lakes that are disappearing in the area or some other historical location. Suggestions should be forwarded to the Town Clerk.

617 BLUEWATER COMMUNITY DAY

Members were advised that the Bluewater Forum was seeking ideas from the local community for participation in the Bluewater Community Day, which would enable the Bluewater and retailer staff to give time to a good cause or the opportunity of a "make over" for local group's facilities. Members were informed that there could be two such days, one in the Spring and one in the Autumn. Members were asked for any nominations of community groups that could have a need for this. It was,

RECOMMENDED

that the Oast House be nominated and other further nominations should be forwarded to the Town Clerk.

618 CHILDRENS ACTIVITIES IN THE PARKS

Members were asked to approve the children's summer activities for 2004 to be held in Swanscombe and Knockhall Park and at a cost of £350. It was,

RECOMMENDED

that the type of activities be approved and the payment be met by the Council.

619 EXCLUSION OF PRESS AND PUBLIC

It was,

RESOLVED

that the Press and Public be excluded from the Meeting whilst the next Agenda item was discussed.

620 LEISURE CENTRE MANAGEMENT AGREEMENT

Members were advised of the current position concerning the Leisure Centre Management Agreement. It was,

RECOMMENDED

that the Chairman and the Town Clerk find sufficient funds in budgets for the outstanding maintenance and lift maintenance on the premises.

621 SECTION 106 DEVELOPMENT – CRAYLANDS LANE

Members were provided with a copy of correspondence from Persimmon Homes on the outstanding matters on this development. It was, NOTED.

622 GREENHITHE FORESHORE

Members were advised that correspondence had been received from Playdale but this would be put into the next appropriate Meeting.

623 EASTERN QUARRY/EBBSFLEET AND OTHER MAJOR DEVELOPMENTS

Councillor B E Read asked Members permission that when the deciding what should be included in S106 agreements for Eastern Quarry, Swanscombe Peninsula West, and indeed all other major developments, that the Council could undertake a comparison of what was currently in Swanscombe & Greenhithe and use this as basis for negotiating the needs in the new developments.

Councillor Read explained that there had been negotiations with Dartford Borough Council planners concerning the opportunity of what to include in the new areas and to enhance the old area with regard to community halls, children's play areas, sporting facilities etc. From the existing area it could be assessed what future requirements and quantity there would be for these facilities. It had been suggested that the S106 Agreements incorporated areas of land and funding set aside and as houses were built the decision on the leisure activities needed at that time could then be made, but to automatically come through to the Council for that decision. It was,

RECOMMENDED

that the Major Development Working Party pursue this aspect.

624 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

- |                |  |
|----------------|--|
| DA/04/0229/FUL | Erection of a first floor side and single storey extension.<br><br>21 Woodland Way, Greenhithe, Kent   |
| OBSERVATIONS   | No observations providing neighbours were consulted  |
| DA/04/0224/REM | Submission of details relating to gas impermeable membrane pursuant to Condition 3 of Planning Permission DA/03/0951/FUL for the erection of a rear conservatory.<br><br>37 Mounts Road, Greenhithe, Kent                      |
| OBSERVATIONS   | No observations  |
| DA/04/0239/FUL | Erection of a part two/part single storey side/rear extension.<br><br>24A Milton Street, Swanscombe, DA10 0DG  |
| OBSERVATIONS   | No observations providing neighbours were consulted.   |
| DA/04/0206/FUL | Provision of a dormer window in rear elevation to provide additional rooms in the roof space together with a front porch.<br><br>10 Ivy Bower Close, Greenhithe, DA9 9NF   |
| OBSERVATIONS   | No observations providing neighbours were consulted.   |
| DA/04/0139/FUL | Removal of part of front boundary wall in connection with the formation of a vehicular access onto B255.<br><br>7 Arethusa Place, High Street, Greenhithe  |
| OBSERVATIONS   | Members object to this application for the following reasons:<br><br>The owners of this property already have 2 parking spaces not more than 50 metres from their back gate.<br><br>It would lower the aesthetic appeal of the |



Conservation Area in which the property is located. Not only would there be a loss of mature garden and therefore its amenity value to the Conservation Area, it would be out of character with its adjacent 3 neighbour properties that are part of the terrace.

DA/04/0205/FUL Installation of a satellite dish on second floor balcony.

1 The Boulevard, Greenhithe, DA9 9GS

OBSERVATIONS No observations providing neighbours were consulted.

DA/04/0200/FUL Provision of a pitched roof over existing flat roof.

39 The Grove, Swanscombe, DA10 0AD

OBSERVATIONS No observations

DA/04/0261/FUL Alterations to roof line to form gable end in side elevation together with a dormer window in the rear elevation to provide roof space & erection of a front porch.

10 Mariners Court, High Street, Greenhithe

OBSERVATIONS No observations providing neighbours were consulted.

Members were advised that the following planning application has been received from Kent County Council for Members' consideration.

DA/99/706/R26 & 27  
(Revision) Details pursuant to conditions 26 & 27 of planning permission reference DA/99/706 – relocation of site compound

Bakers Hole, Northfleet, Kent

OBSERVATIONS No observations

Members were advised that the following granted decision notices had been received from Dartford Borough Council and they were NOTED.

DA/04/0084/REM 9 Sutherland Close, Greenhithe

DA/04/0165/REM 20 Whitby Close, Greenhithe

DA/04/0036/REM Newton House, Knockhall Road, Greenhithe

DA/04/0026/FUL 4 Meriel Walk, Greenhithe, DA9 9GL

DA/03/1090/FUL	22-30 & 32 Frobisher Way, Greenhithe
DA/02/1128/FUL	Whitecliff Park, Manor Way, Swanscombe
DA/04/0032/COU	Ace Car Breakersm Unit P16, Kent Kraft Industrial Estate, Lower Road, Northfleet
DA/04/0023/FUL	13 Trebble Road, Swanscombe, Kent
DA/04/0054/FUL	10 College Place, Greenhithe, Kent
DA/04/00146/REM	CTRL Rail Link Ebbsfleet International
DA/04/00072/FUL	25 Ames Road, Swanscombe
DA/03/01140/ADV	Barney Sands, Northfleet Industrial Estate, Lower Road, Northfleet

Members were advised that the following planning application had been refused and an appeal made by the Developer and a letter sent to all owners/occupiers who were consulted when the planning application was submitted which was NOTED.

DA/03/1124/FUL	Erection of a two storey side extension. St Peters Close, Swanscombe, Kent
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#### 625 CIVIC RECEPTION 2004

Members thanked the Mayor of Swanscombe & Greenhithe Town Council Councillor Mrs A Harvey for the excellent Civic Reception.

#### 626 TRAFFIC LIGHTS - MOUNTS ROAD

Members asked whom to contact regarding the traffic lights in Mounts Road.

#### 627 DISABLED PARKING BAYS

Members asked whom to contact regarding disabled parking bays.

#### 628 SWANSCOMBE PARK – PATHS

Members enquired whether the order had been placed for the paths in Swanscombe Park.

#### 629 PATHWAYS

Members were asked if they were aware of the condition of the pathways in the area with trees coming through the paths, hydrant covers missing and lampposts that were insecure or dangerous and of street lights that were out.

The Meeting closed a 9.35pm.

MINUTES of the MEETING of the SWANSCOMBE and GREENHITHE TOWN  
COUNCIL held at the LEISURE CENTRE, CRAYLANDS LANE, SWANSCOMBE on  
THURSDAY, 22<sup>nd</sup> APRIL 2004 at 7.30pm

PRESENT: Cllr. Mrs A Harvey – Town Mayor

Cllr. Mrs C Angell	Cllr. L J Bobby
Cllr. C Broadley	Cllr. T J Carrington
Cllr. C Creed	Cllr. Mrs A R Harvey
Cllr. M Murphy	Cllr. V Openshaw
Cllr. B E Read	Cllr. P A Read
Cllr. D M Rowlands	Cllr. K Sangar
Cllr. P J Scanlan	Cllr. G B Tripp

635 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' B Fitzpatrick, M Jackson, M Munn and Mrs I A Read

636 DECLARATIONS OF INTEREST

The Town Clerk advised that Councillor Munn had declared a non-financial interest in the Church Centre.

637 MINUTES OF THE MEETING HELD ON 19<sup>th</sup> FEBRUARY 2004

Members were provided with a copy of the Minutes of the Meeting held on 19<sup>th</sup> February 2004. It was,

RESOLVED

that the Minutes of the above Meeting be approved and signed as a true record. Proposed by Councillor P Scanlan and seconded by Councillor Mrs G Tripp.

638 DARTFORD BOROUGH COUNCIL REGENERATION STRATEGY

Members were provided with copy of the consultation document that had been received from Dartford Borough Council regarding its regeneration strategy. Members were advised that any comments on the document had to be returned by the 30<sup>th</sup> April 2004. It was,

RESOLVED

that any comments be passed to the Town Clerk to compile for submission to Dartford Borough Council.

639 PUBLIC FOOTPATH DS1

Members were provided with a copy of the Notice, Order and Statement of Reasons for the stopping up of DS1 in Greenhithe. It was, NOTED.

640 CHATHAM CLUSTER NEWSLETTER

Members were provided with information regarding Pensioner Credits. It was, NOTED.

641 CYBER PLACE

Members were provided with information regarding the extended opening hours of the Cyber Place and advised of an invitation to attend the opening on Friday 23<sup>rd</sup> April 2004, between 11am and 2pm. It was, NOTED.

642 CTRL INFORMATION

Members were provided with copies of the flyers produced by CTRL regarding the road closures of Thames Way and Pepperhill slip road due to essential works. It was, NOTED.

643 MAJOR DEVELOPMENT WORKING GROUP

Members were provided with a copy of the report from the Working Group Meeting held on the 25<sup>th</sup> March 2004. It was, NOTED.

644 COUNCIL BOWLS MATCH

Members were advised that the Council Bowls Match would be held on the 20<sup>th</sup> June 2004 at 3.00pm and were asked to advise the Assistant Town Clerk if they wished to play. It was, NOTED.

645 SWANSCOMBE BOWLS CLUB

Members were advised that a Member of Swanscombe Bowls Club had contacted the Town Clerk regarding the problems being encountered by the Club from vandalism and break ins. It was,

RESOLVED

that Swanscombe Bowls Club were invited to a Meeting with the Bowls Pavilion Working Party to discuss the matter further.

Councillor M Murphy entered the Meeting at 7.40pm.

646 LEISURE CENTRE MANAGEMENT CONTRACT

Members were advised of the current position regarding this Contract. It was,

RESOLVED

that a Meeting was called of the Working Party and that the Council's Solicitor was invited to the Meeting.

647 SPORTS PAVILION

Members were provided with a copy of a letter that had been received from the Town Council's solicitor dated 5<sup>th</sup> April 2004 asking for agreement to the points raised. It was, NOTED.

648 MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE –  
11<sup>th</sup> MARCH 2004

It was,

RESOLVED

that the Minutes of the Recreation, Leisure & Amenities Committee held on 11<sup>th</sup> March 2004, be confirmed and that the recommendations therein be adopted. Proposed by Councillor T Carrington and seconded by Councillor L J Bobby.

649 MINUTES OF THE PERSONNEL COMMITTEE HELD ON 18<sup>th</sup> MARCH 2004

It was,

RESOLVED

that the Minutes of the Personnel Committee held on 18<sup>th</sup> March 2004, be confirmed and that the recommendations therein be adopted. Proposed by Councillor Mrs C Angell and seconded by Councillor C Creed.

650 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE HELD  
ON 1<sup>ST</sup> APRIL 2004

It was,

RESOLVED

that the Minutes of the Finance & General Purposes Committee held on the 1<sup>st</sup> April 2004, be confirmed that that the recommendations therein be adopted. Proposed by Councillor Mrs A Harvey and seconded by Councillor C Creed.

651 REFRESHMENTS AT COUNCIL MEETINGS

The Town Mayor explained to the Members that a jar was placed by the refreshments, to enable Councillors to make donations to the Town Mayor's Charity Fund for the refreshments provided. It was, NOTED.

652 MAYORS ANNOUNCEMENTS

The Town Mayor announced that she had ran a raffle at a race night held at The Pavilion and had raised £165.

Land Securities had also pledged a further £40 towards her charity fund.

She advised that this now brought the total of funds raised by her to £1,400 during her mayoral year.

653 TOWN PLANNING

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/04/0285/REM

Submission of details relating to soft landscaping pursuant to Condition 1 of Planning

Permission DA/98/664 for residential development.

Waterfront 1 Ingress Park, Greenhithe

OBSERVATIONS

No observations

DA/04/0291/FUL

Erection of a 1.7m high radio aerial on roof

33 Childs Crescent, Swanscombe, DA10 0EA

OBSERVATIONS

Members would object unless an original copy of a Radio Amateurs Transmitting Licence was produced

DA/04/0290/FUL

Erection of a single storey side/rear extension

15 Sweyne Road, Swanscombe, DA10 0JA

OBSERVATIONS

No observations providing neighbours are consulted.

DA/04/0313/FUL

Erection of a rear conservatory

2 St Pauls Close, Swanscombe, Kent

OBSERVATIONS

No observations providing neighbours are consulted.

Members were advised that the following granted decision notices had been received from Dartford Borough Council which were, NOTED.

DA/04/0138/FUL

Asda Store, Crossways Boulevard, Greenhithe

DA/04/0139/FUL

7 Arethusa Place, High Street, Greenhithe

DA/04/0123/FUL

55 Eynesford Road, Greenhithe, DA9 9HB

DA/04/0122/FUL

14 Stafford Close, Greenhithe

DA/04/014/FUL

49 Watermans Way, Greenhithe

DA/04/0158/FUL

133 Knockhall Road, Greenhithe

Members were advised that the following refused decision notice had been received from Dartford Borough Council which was, NOTED

DA/04/0098/FUL

2 Sutherland Close, Greenhithe, Kent

Members were advised that the following granted decision notices had been received from Kent County Council, which were, NOTED.

DA/03/387/R	Swan Valley Community School, Southfleet Road, Swanscombe
DA/03/627/R2,R4,R8 and R12	Land immediately north of the railway line and immediately east of Station Road, Greenhithe, Kent

Members were advised that the following planning applications had been received from Dartford Borough Council for Members' consideration.

DA/04/0328/REM	Submission of details relating to gas impermeable membrane pursuant to Condition 5 of Planning Permission DA/03/0126/FUL for erection of a single storey rear extension.
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44 Knockhall Chase, Greenhithe, Kent

OBSERVATIONS	No observations
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DA/04/0348/FUL	Demolition of existing single storey rear extension & erection of a part two/part single storey rear extension.
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9 Sweyne Road, Swanscombe, DA10 0JA

OBSERVATIONS	No observations providing neighbours were consulted.
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DA/04/0350/LDC	Application under Section 10 of the Planning & Compensation Act 1991 (Lawful Development Certificate) for a loft conversion.
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16A Knockhall Chase, Greenhithe, DA9 9EN

OBSERVATIONS	No observations
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Members were advised that the following approval of outline permission was being considered by the Development Control Board on 29<sup>th</sup> April 2004 at 7.00pm and was, NOTED

DA/03/0759/OUT	Land Adjacent 28-30 All Saints Close, Swanscombe
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Members were advised that an email had been received for Members' further consideration regarding loss of parking space.

DA/04/0197/FUL	31 Frobisher Way, Swanscombe
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OBSERVATIONS	No observations.
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654 DARTFORD REGENERATION PLAN

Members were asked if they were aware that on Page 13, of this document that it mentioned "Silos" in the Dartford area. Did Members think that "Silos" would be built in the area?

655 ALKERDEN LANE FENCE

Members expressed that they were very pleased that the fence was being fixed in Alkerden Lane.

656 BLUEWATER FORUM

Members were asked if they had any further nominations of deserving organisations in the area? There were two further nominations, the Cambria Sea Scouts and the Greenhithe Community Association.

The Meeting closed at 8.35pm.





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