



© 2009

SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

**A Meeting of the Swanscombe and
Greenhithe Town Council will be held
on**

Thursday 30 April 2015 at 7.00pm

at: The Council Offices, The Grove, Swanscombe, DA10 0GA.

Graham Blew

**Graham Blew
Town Clerk**

Dated: 23 April 2015

The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA
Tel: (01322) 385513 Fax: (01322) 385849

A G E N D A

A MEETING OF THE SWANSCOMBE & GREENHITHE TOWN COUNCIL

1. To receive apologies for absence.
2. Declarations of interest in items on the Agenda.

At the Chairman's discretion the meeting will be adjourned at this point to accept questions from the public.

3. To approve the Minutes of the Meeting held on 26 February 2015 (p).
4. Items as Deemed Urgent by the Town Mayor / matters arising from previous minutes and their position on the Agenda (*for discussion/information only, not for decision*).
5. **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND SUB-COMMITTEES AND PASS RESOLUTIONS AS DEEMED ADVISABLE (p) :**

- Planning, Major Developments, Transportation & the Environment Committee – 4 March 2015, 25 March 2015 and 15 April 2015.
- Recreation, Leisure & Amenities Committee – 9 April 2015.
- Finance & General Purposes Committee – 12 March 2015.
- Personnel Committee – 23 February 2015.
- Allotments & Cemeteries Sub-Committee – 23 March 2015.
- Heritage Park/Skull Site Sub-Committee – 26 March 2015.

6. **REVIEW OF STANDING ORDERS – S/O 1 d) (iii) (p).**

Standing Order 1 d) (iii) needs to be amended, as indicated, to reflect the fact that the option of sending agendas by email is now available. Members are asked to agree that this proposed amendment stands adjourned (as per S/O 41 (b)) without discussion to the next ordinary meeting of the Council.

Recommended: That the amendment to Standing Order 1 d) (iii), as indicated, stands adjourned (as per S/O 41 (b)) without discussion to the next ordinary meeting of the Council.

7. **DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT (DCLG) – CONSULTATION ON EXTENDING THE REMIT OF THE LOCAL GOVERNMENT OMBUDSMAN TO LARGER PARISH AND TOWN COUNCILS (p).**

The DCLG have submitted the above consultation which has a deadline for responses of 30 June 2015. The Consultation consists of 5 questions which are detailed within the document and listed on the response form (Annex A) on the last page.

Recommended: To discuss and advise accordingly.

8. 2015 ELECTION OF TOWN COUNCILLORS (p).

The Returning Officer, Dartford Borough Council, has advised of the results for the uncontested election for both Galley Hill Ward and the Swanscombe Ward. Statements of Persons Nominated have also been advised for both the Greenhithe Ward and the Knockhall Ward.

Members will note that the Swanscombe Ward has 1 seat vacant due to insufficient nominations.

Recommended: To note.

9. VACANCY FOR SWANSCOMBE WARD (p).

Although not required to by law, to give public notice of vacancies in offices of the council arising from an insufficient number of candidates at ordinary election, the attached public Notice of Vacancy has been displayed requesting written expressions of interest.

Provided a quorum is present the Town Council will be able to co-opt onto the Council any person provided that person is qualified to be a councillor (pursuant to s.79 Local Government Act 1972) and is not disqualified (pursuant s.80 of the 1972 Act)., at the AGM on 21 May 2015.

Recommended: To note.

10. ADVICE SERVICE DARTFORD – COMMUNITY CAFÉ, CHURCH ROAD, SWANSCOMBE.

The Project Manager, Advice Service Dartford, has informed the Town Council that funds received from the KCC Member for Swanscombe and Greenhithe will enable the surgeries currently provided at the Community Café, Church Road, Swanscombe to continue twice a month until December 2015 whilst attempts are made to secure further funding.

Recommended: To note.

11. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – PARISH NEWS (p).

Please find attached for your information the March 2015 issue of the Parish News.

Recommended: To note.

12. STAFF / MEMBER TRAINING – UPDATE.

The following training has been successfully undertaken:-

- Café Assistant – Level 2 – Food Safety and Hygiene (Catering) – 23 February 2015
- Café Assistant – First Aid at Work – 4 March 2015

- Senior Groundsman / Gardener – First Aid at Work – 14 April 2015.

* Induction Training.

Members are reminded that places have been provisionally booked for the KALC Councillor Induction Event at Stone Pavilion on 11 June 2015 (1.30 to 3.30pm – to be confirmed). This event is eminently suitable for all, new Councillors and those re-elected.

Members that wish to attend should advise the Town Clerk as soon as is possible so that the necessary arrangements can be made.

** Code of Conduct and Ethical Governance Training.

DBC have invited Town Councillors to attend training sessions that have been designed to give an overview of the Code of Conduct and ethical governance. These sessions are appropriate for both new and experienced Councillors and it is strongly recommended that all members try to attend one of the 3 available sessions.

Recommended: To note.

13. REPORTS OF OUTSIDE REPRESENTATIVES.

This provides an opportunity for Members' appointed as representatives on outside bodies to provide a report at the Meeting.

13.1 Dartford Youth Advisory Group (DYAG)

Councillor Ms L C Howes is the Town Council's representative on the DYAG. As previously agreed the agenda for the 20 April 2014 meeting, including the minutes from the 8 December 2014 meeting are available in the Chamber for inspection.

13.2 KALC Dartford Area Committee (KALCDAC).

Councillor R J Lees and the Town Clerk are the Town Council's representatives on the KALCDAC. As previously agreed the agenda for the 19 March 2015 meeting, including the minutes for the 18 September 2014 meeting are available in the Chamber for inspection.

13.3 Bluewater Forum (BF).

The Town Mayor, or agreed substitute, is the Town Council's representative on BF. As previously agreed the minutes from the 22 January 2015 meeting are available in the Chamber for inspection.

13.4 Ingress Park (Greenhithe) Management Limited (IPGM).

Councillors' P M Harman and P C Harris are the Council's representatives on IPGM. IPGM have indicated that, although unable to supply any documentation, they would like a verbal update to be submitted to the Council.

14. REPORT FROM KENT COUNTY COUNCILLOR.

This item gives Kent County Councillor for Swanscombe and Greenhithe, Mr Peter M Harman the opportunity to submit a verbal report on relevant news or issues from Kent County Council.

15. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

This item gives Dartford Borough Councillors the opportunity to submit a verbal report on any relevant news or developments at Dartford Borough Council.

16. SEALING OF DOCUMENTS.

There are none.

17. TOWN MAYOR'S ANNOUNCEMENTS.

18. QUESTIONS.

Please note that questions do not form part of the Meeting. They are merely the opportunity for Members to exchange information.

19. EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: That, under Section 100A (4) of the Local Government Act 1972 (as amended), the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information.

20. THE PAVILION – UPDATE.

Further to the previous update, minute 459/14-15, the Town Clerk and Councillor B E Read met with the Corporate Building Surveyor (DBC) and Housing Manager (DBC) at The Pavilion on 13 March 2015 where, with the assistance of the Chairman of The Pavilion Committee, an inspection was undertaken to assess the state of the building and to enable a report to be compiled by the DBC officers for consideration. To date no further correspondences have been received from DBC.

Recommended: To discuss and advise accordingly.

21. CAFÉ WORKING GROUP.

A verbal update will be given on the meeting held on 23 March 2015.

Recommended: To note.

INFORMATION IN THE OFFICE.

- Clerks and Councils Direct – March 2015, Issue 98.
- The Clerk Magazine (Society of Local Council Clerks (SLCC) – Vol.46, No.2, March 2015).
- Local Councils Update – Issue 182, March 2015 and Issue 183, April 2015.

Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithetc.kentparishes.gov.uk/>