

TOWN COUNCIL
9 OCTOBER 2019

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on WEDNESDAY 9 OCTOBER 2019 at 7.00 PM

PRESENT:

Councillor Peter Harman – Town Mayor
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor ~~Sue Butterfill~~
Councillor Lorna Cross
Councillor Ann Duke
Councillor Dr Jo Harman
Councillor Peter Harris
Councillor Jay Shah
Councillor Maurice Weet

ALSO PRESENT:

x 13 Members of the public
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Sandra Kelleher – Administration Assistant
Rebecca Rawlings – Administration Assistant

ABSENT:

There were none

254/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

255/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Linda Hall, John Hayes and Lesley Howes.

256/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

The Chairman adjourned the meeting at this point to accept questions from the public.

A member of the public enquired whether the Town Council had considered the Free Trees for Schools and Communities Scheme being run by the Woodland Trust as an alternative to the replacement of disease/damaged trees highlighted to be felled in the tree survey.

The Town Clerk clarified that the replacement trees contained in Item 9 – Suggestions for 2020 – 2021 Estimates were semi-mature trees whereas the trees in the Woodland Trust

Scheme were whips. The Town Clerk also confirmed that the Town Council had already applied to the Woodlands Trust Scheme with the idea being to plant the trees, if the application was successful, in the Heritage Park where they would hopefully develop.

The member of the public was invited to contact the Town Council to discuss the possibility of community involvement in further tree planting opportunities via the Woodland Trust Scheme.

257/19-20. MINUTES OF THE MEETING HELD ON 11 JULY 2019.

RESOLVED:

That the Minutes of the Meeting held on 11 July 2019 be confirmed and signed as a true record.

258/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that he and the Town Mayor had attended the Borough and Parish Forum (Dartford Borough Council) on 8 October 2019.

259/19-20. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 4 SEPTEMBER 2019 AND 25 SEPTEMBER 2019.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 4 September 2019 and 25 September 2019 be confirmed and the recommendations made therein be adopted.

260/19-20. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 19 SEPTEMBER 2019.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 19 September 2019 be confirmed and the recommendations made therein be adopted.

261/19-20. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 5 SEPTEMBER 2019.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 5 September 2019 be confirmed and the recommendations made therein be adopted.

262/19-20. MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 10 JULY 2019.

RESOLVED:

That the minutes of the Community Safety Committee meeting held 10 July 2019 be confirmed and the recommendations made therein be adopted.

263/19-20. MINUTES OF THE HERITAGE SUB-COMMITTEE MEETING HELD ON 23 JULY 2019 and 24 SEPTEMBER 2019.

RESOLVED:

That the minutes of the Heritage Sub - Committee meeting held 23 July 2019 and 24 September 2019 be confirmed and the recommendations made therein be adopted.

264/19-20. AMENDMENT TO STANDING ORDER (25) (a) ADVISORY COMMITTEES – WORKING GROUPS

The Town Mayor had proposed the attached amendment to Standing Order 25(a).

The amendment was seconded and will stand adjourned without discussion to the next ordinary meeting of the Council.

RESOLVED: That the amendment stands adjourned without discussion to the next ordinary meeting of the Council.

265/19-20. EXTERNAL AUDITOR REPORT AND CERTIFICATE 2018 – 2019

Members considered the external auditors annual letter/report 2018 – 2019.

RESOLVED: That the external auditors report and certificate 2018 - 2019 be noted, as required by statute.

266/19-20. DRAFT MEMBER / OFFICER RELATIONS' PROTOCOL

Members considered the draft Member / Officer Relations' Protocol which had been produced as part of best practice and was hoped to guide and provide clarity to both current, and future, elected members and officers of the Council.

The Town Clerk advised members that some minor grammatical errors had been highlighted in the Draft Protocol.

RESOLVED: That the Draft Member – Officer Relations' Protocol, including the minor grammatical corrections, be adopted.

267/19-20. SUGGESTIONS FOR 2020 - 2021 ESTIMATES.

Further to minute 151/19-20 Members had been asked to provide any suggestions for projects/items to be considered for the 2020 - 2021 Estimates. Members were now requested to consider the report of the projects/items that were submitted, prior to the agreed 31 August 2019 deadline, along with any known associated costings.

The Assistant Town Clerk/RFO confirmed to members that the forecasted cost of all of the proposed suggestions could result in an increase to Council Tax for residents. This may be able to be mitigated by the ongoing review of expenditure and the Financial Risk Assessments. The accurate figures would not be known until the first draft of the estimates was considered at the Town Council meeting on 11 December 2019.

Members discussed the projects that had been suggested and it was agreed that they should all be included in the 2020 – 2021 Estimates with the proviso that:

- the Bodystat Machine at The Swanscombe Centre must be available to the public and not just to members;
- and that the expenditure on replacing trees is spread over a 5 year period.

RESOLVED: That all the suggested projects/items be included in the 2020 - 2021 Estimates.

268/19-20. INSURANCE CLAIM/S – UPDATE

The following claim/s had now been settled:-

- a) Claim Ref: 27190000198 – ASB damage to the new play equipment (rota glide) at Broomfield, this claim incurred a £100.00 excess.

RESOLVED: That the item be noted.

269/19-20. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Town Clerk	Kent Highway Services Parish Seminar – Kent County Council	28 November 2019 – Ditton
Assistant Town Clerk / RFO	Clerks Conference – Kent Association of Local Councils	17 September 2019 – Faversham

RESOLVED: That the item be noted.

270/19-20. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – KALC NEWS.

Members were supplied with the August and September 2019 issue of the KALC News.

RESOLVED: That the item be noted.

271/19-20. YOUTH AND COMMUNITY ENGAGEMENT OFFICER (YCEO) – DIOCESE OF ROCHESTER.

Members were supplied with a report from the Community Safety Committee. After a lengthy debate it was agreed that a letter be sent to the Diocese of Rochester seeking their rationale behind the decision to have the YCEO Line Manager in Rochester as opposed to here locally.

RESOLVED: That a letter be sent to the Diocese of Rochester seeking their rationale behind the decision to have the YCEO Line Manager in Rochester as opposed to here locally.

272/19-20. REPORTS OF OUTSIDE REPRESENTATIVES.

Members were advised that this item provided an opportunity for Members appointed as representatives on outside bodies to provide a report at the meeting.

Castle Hill/Eastern Quarry Community Liaison Group (CHEQCLG)

Councillor Peter Harman is the Town Council's representative on the CHEQCLG. As previously agreed the agenda for the 10 September 2019 meeting were available in the Chamber for inspection.

North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Council's representative on the NWKVC and she provided a verbal update which included:

That the Centre had been struggling with getting volunteer drivers but was now going from strength to strength and that the AGM was scheduled to be held at the Masonic Hall, West Hill, Dartford from 1 to 2pm on 16 November 2019.

Ingress Park (Greenhithe) Management Limited (IPGM).

IPGM had indicated that, although unable to provide documentation, they would like to submit verbal updates to the Town Council.

Councillors' Peter Harman and Peter Harris are the Council's representatives on IPGM.

Councillor Peter Harris gave an update which included:

1 Resident Director had resigned;

The accounts had now been finalised and had resulted in a saving of £32,000.

Councillors' Sue Butterfill and Peter Harman thanked Councillor Peter Harris for the work he had undertaken in securing this significant saving for the residents.

273/19-20. **REPORT FROM KENT COUNTY COUNCILLOR (KCC).**

Kent County Councillor Mr P M Harman advised members that the use of Car Park D at Ebbsfleet International Station in the event of a no deal Brexit had caused great concern to residents and had been the subject of a large debate at KCC.

RESOLVED:

That the item be noted.

274/19-20. **REPORT FROM DARTFORD BOROUGH COUNCILLORS.**

The Dartford Borough Councillors on the Town Council reported on the following matters:

A new cross-party working group had been agreed to investigate Climate Change and the effects on the environment;

The Licencing Committee had agreed to ensure all new applicants for taxi licences are required to undertake DBS check;

The proposed small housing development at Knockhall Chase had been approved at Development Control Board;

Councillor Peter Harman had been invited on as a member of the Strategic Housing Board and a place had been secured for a representative from Swanscombe and Greenhithe, Mr Paul Parsons;

After a meeting with the new Bereavement Manager, DBC the Town Council had agreed to donate x2 benches to be located in Swanscombe Cemetery. During this meeting it had become apparent that the responsibility for the initial area of the cemetery at the Lynch Gate entrance was unclear and that this required confirmation from the Diocese of Rochester.

RESOLVED:

That the item be noted.

275/19-20. **SEALING OF DOCUMENTS.**

There were none.

276/19-20. **TOWN MAYOR'S ANNOUNCEMENTS.**

There were none.

277/19-20. **QUESTIONS.**

Members were informed that questions did not form part of the Meeting; they were merely the opportunity for Members to exchange information.

There being no further business to transact the Meeting closed at 7.55 pm.

Signed: _____

(Chairman)

Date: _____

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MINUTES of the SPECIAL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on WEDNESDAY 9 OCTOBER
2019 at 8.00 PM

PRESENT:

Councillor Peter Harman - Town Mayor
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Lorna Cross
Councillor Ann Duke
Councillor Dr Jo Harman
Councillor Peter Harris
Councillor Jay Shah
Councillor Maurice Weet

ALSO PRESENT:

x 19 Member of the public
Ann Allen MBE – Chairman of Kent County Council (KCC)
Jeremy Kite MBE – Leader of Dartford Borough Council (DBC)
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Sandra Kelleher – Administration Assistant
Rebecca Rawlings – Administration Assistant

ABSENT:

There were none.

278/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

279/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' Linda Hall, John Hayes and Lesley Howes.

280/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

281/19-20. THE TOWN MAYOR WILL STATE THE OBJECT OF THE MEETING.

The Town Mayor stated that under Section 249 of the Local Government Act 1972, the Council has the power to confer the honour upon persons who have rendered eminent service to the council's area.

And that, further to minute 153/19-20, the honour was being conferred at this meeting of the Council specially convened for such purpose.

282/19-20. HONORARY FREEMAN.

The Town Mayor put forward a motion:

"That, pursuant to its powers under Section 249 (5) and (6) of the Local Government Act 1972, the Council do confer upon the following;

Mr Bryan E Read

The title of Honorary Freeman of the Parish of Swanscombe and Greenhithe, in recognition of the eminent services which he has rendered to the Council and the Council's area."

Councillor Sue Butterfill seconded the motion.

The motion was unanimously agreed.

The Town Mayor gave a brief summary of Bryan's time in public office, including 36 years as a Town and Borough Councillor from 1983 to 2019, Town Mayor on six occasions, Cabinet member at Dartford Borough Council along with sitting on various committees and as a Lead Member for both the Paramount Theme Park and Ebbsfleet Development.

Councillor Sue Butterfill read out an extract from the minutes of the first recorded meeting of the Swanscombe and Greenhithe Residents Association dated 31 October 1980. The extract highlighted the topics of discussion at the time were refuse collection, parking and stray dogs. Councillor Sue Butterfill confirmed that this minute book, along with two others showing the formation of the residents association, would be bound and presented to Bryan to show the work he had undertaken in creating the Association 39 years ago.

The Town Mayor introduced the Chairman of KCC, Ann Allen MBE who expressed her delight at being able to attend this evening as she regarded both Bryan and Ivy Read as close personal friends. She recounted a memory of her first time as Mayor of Dartford when she made the decision to take Bryan and Ivy with her to Buckingham Palace regardless of their differing political affiliations. She thanked Bryan for his work over the years and stated that Kent was lucky to have someone like Bryan who had helped to put Swanscombe on the map.

The Town Mayor introduced the Leader of DBC, Jeremy Kite MBE who explained that although 1980 was a significant date, the most important to him was 17:26 on a damp and gloomy day in May 2003. This was the meeting where the Swanscombe and Greenhithe Residents Association had invited the Conservative Councillors to the Leisure Centre to discuss forming a coalition. He recounted that he did not remember ever laughing so much during a meeting and that although they pitched proposals to the Residents Association and listened to Bryan's list of what he wanted the meeting somehow ended in the pub. He recalled Bryan always being a very influential individual who somehow always managed to get what he wanted. That first meeting did not end with a contract but with an agreement and a handshake. Although they did not always agree during future discussion between them, they always ended with a handshake. Following the election in 2007, when a majority was secured at Dartford, he made the decision to have Bryan as part of the Cabinet at Dartford Borough Council, again regardless of their political differences. Councillor Kite stated that if he had to give one word to describe Bryan it would be integrity. He was proud to have been able to provide the building this meeting was taking place in. This was an item off Bryan's list as he wanted a home for this Council. He regarded Bryan as a great friend and a privilege to know and that Bryan was the most influential individual in local politics to have never actually got involved in local politics, he always put his community first.

❖ ***At this point the Town Mayor invited, and accepted, contributions from both councillors and the public.***

Councillor Maurice Weet confirmed that although he was a new Councillor, he was in post because of what Bryan had started and he hoped that he could continue and echo the achievements Bryan had made.

Richard Lees was pleased with the words that had been said regarding Bryan and felt that this was a fabulous tribute. He stated that it was only fitting that Bryan received the first award of this type and that this had now set a very high benchmark. Richard recounted that he got involved in politics because of Bryan's passion and how community was always at the heart of whatever he did.

Councillor Anita Barham recalled how, in 1991, her husband handed over the mayoral chain to Bryan when he was first made Town Mayor. Although at the time they were from different political parties it did not matter as he was such a nice person.

Councillor Ann Duke explained that Bryan, although he would not be aware, had inspired both herself and her brother, from a very young age, to become involved in the local community. She wanted to thank him for his inspiration.

Dartford Borough Councillor, David Mote stated that it was a privilege to have known Bryan and that his family had known Bryan and Ivy for longer than him as they had taken his children with them on a trip to Blackpool many years ago which his son still remembers to this day. Councillor Mote said that he had always found Bryan to be eminently fair during his time on the Town Council and that during that time Bryan had ensured that opportunities were in place for opposition members, like himself, to be on the Town

Councils Committees. During that time Bryan had really shown him what the meaning of community was all about.

Councillor Lorna Cross wanted to thank both Bryan and Ivy. She confirmed that she would not be here if it were not for them, and both had been an example for her.

Local Historian, Christoph Bull stated that it was a great pleasure and honour to be here this evening and that Bryan fully deserved all of the words that had been said about him so far. Christoph confirmed that they both shared a great passion for the community of Swanscombe and Greenhithe and given that his area of expertise is local history, he could clearly state that Bryan was the most significant local figure in Swanscombe and Greenhithe since the Second World War.

Dave Jonson stated that although he had only lived in Swanscombe a short period he was aware of who Bryan was and what he had done for this Town.

The Town Mayor finished by recounting how he had begun in politics whilst skiing in Andorra with his daughter. He had received a phone call from Bryan who just lured him into becoming involved in the community. He hoped that the current councillors could go some way to continuing what Bryan had started.

The Town Mayor then presented Mr Bryan E Read with a framed scroll conferring the title of Honorary Freeman of the Parish of Swanscombe and Greenhithe.

As a mark of the gratitude the Council had for the service she had also given as a Town Councillor and the support provided the Town Mayor also presented a bouquet of flowers to Mrs Ivy Read.

Bryan Read expressed how nice and appreciated all the words that had been said this evening were. Reflecting back he would not have done anything differently. He told the story of how the Residents Association was formed in protest to imposed changes of refuse collection from metal bins to black bags, initially trialled in Swanscombe. It was following this that the group decided to put people forward for election to try and change things. He wanted to thank his family for their full backing as he knew how his time involved with council business had been a burden on them. He was pleased to have worked with so many great people over the years. He finished by imparting a small piece of advice..... "Remember that you cannot always solve everything but the most important thing to do is to always listen and empathise, as this goes a long way."

There being no further business to transact the Meeting closed at 8.35 pm.

Signed: _____ Date: - _____
(Chairman)

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 16 OCTOBER 2019 AT 7.00PM

PRESENT: Councillor Peter Harman - Chairman
Councillor Lorna Cross
Councillor Peter Harris
Councillor Lesley Howes
Councillor Maurice Weet

ALSO PRESENT: Graham Blew – Town Clerk

ABSENT: There were none

283/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

As there were no members of the public present members agreed that no explanation of the arrangements and constraints relating to the filming or recording of the meeting were required.

284/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Ann Duke, Linda Hall and John Hayes.

285/19-20. SUBSTITUTES.

There were none.

286/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

287/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

288/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 25 SEPTEMBER 2019

Recommended: The Minutes of the meeting held on 25 September 2019 were confirmed and signed.

289/19-20. KENT COUNTY COUNCIL (KCC) – HIGHWAY IMPROVEMENT PLAN (HIP)

The Schemes Engineer, Highways, Transportation & Waste, KCC had provided the Highway Improvement Plan Template which was for Parish and Town Councils to prioritise improvements that they may wish to see in their areas. These forms could be updated annually.

After discussion members agreed that the following items should be submitted and that members would go away and consider any items for the areas of the Town they represented and that this item should come back to the next meeting of the committee.

- Entry roads should have the 20mph speed limited painted on the carriageway;
- Craylands Lane should have the 20mph speed limit zone extended to its entire length;
- A pedestrian crossing was required on Craylands Lane by the railway viaduct, especially with the x2 new developments being built at "Ebbsfleet" Cross (junction of Craylands Lane and London Road);
- Road markings indicating the 20mph speed limit should be installed throughout Swanscombe;
- Swanscombe High Street should have pedestrian barriers installed the length of the zig-zag lines on both sides of the road by the pedestrian crossing.

Members also asked that Kent Highways be notified of the Town Councils displeasure about the lack of planning for the moving of the pedestrian crossing on London Road (Knockhall Chase end) which had resulted in an unnecessary delay and the need for temporary traffic signals.

Recommended: That the items as detailed be submitted and that the HIP be re-considered at the next meeting of the Committee.

290/19-20. KCC – PROPOSED DIVERSION OF PART OF PUBLIC FOOTPATH DS6 AT SWANSCOMBE.

An application to divert a section of Public Footpath DS6 at Swanscombe had been received from Camland Developments Ltd.

The deadline for the submission of any comments / views was 4 November 2019.

Members asked that their concerns regarding the protection of the unique bio-diversity in the gorge be raised and asked that details be provided as to how this would be protected/preserved.

Recommended: That the Town Councils concerns regarding the protection of the unique bio-diversity in the gorge be raised and asked that details be provided as to how this would be protected/preserved.

TOWN PLANNING:

291/19-20. PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS.

DA/19/01372/FUL	<p>Demolition of existing part structure and erection of a dental surgery with provision of dormer window to side elevation in connection with providing additional store/office at first floor level to give additional capacity to existing surgery.</p> <p>Rear of Cheers Dental Practice, 23 High Street, Swanscombe.</p>
OBSERVATIONS:	<p>The Town Council strongly object to this application as the proposal indicates a loss of the current x3 parking spaces in an area that already has severe parking issues. These parking places were incorporated in previous planning applications regarding residential flats on this site (DA/17/01833/COU). Loss of these parking spaces would be a breach of the previous planning consents;</p> <p>The Town Council are concerned that the plans attached to the application are not adequate and do not show clearly the current design against the proposed design;</p> <p>The proposal has unsuitable access which does not include any pavement on it meaning pedestrians would need to walk on the carriageway;</p> <p>The Town Council also object to this proposal as it would be an over-development of the site.</p> <p>Please ensure all neighbouring properties are consulted prior to consideration of this application.</p>
EDC/19/0154	<p>Application for the replacement of the existing 15m monopole with a new 17.5m monopole (to the top of the antennas), the replacement of the existing 3no. antennas with 6no. new antennas on the new monopole, the installation of 3no. microwave dishes, the installation of 4no. equipment cabinets, along with minor ancillary works.</p> <p>Galley Hill Trading Estate, Unit 1, London Road, Swanscombe.</p>
	No observations.
EDC/19/0159	<p>Application for the approval of Reserved Matters (matters relating to layout, scale, appearance and landscaping) pursuant to outline planning permission reference EDC/17/0110 for the erection of 221 dwellings together with</p>

	<p>associated infrastructure including details of a surface water drainage scheme, finished site and floor levels, noise attenuation and mitigation measures, ecological enhancement and heritage interpretation.</p> <p>Former Croxton and Garry Site, Tiltman Avenue, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>The Town Council seek assurances that all vehicles coming out of the site during construction should be cleaned thoroughly to ensure the surrounding roads do not suffer and become filthy.</p> <p>The Town Council would also like clarification as to how the Heritage Interpretation is being formed and feel that this should be undertaken in conjunction with the Swanscombe and Greenhithe Local History Group.</p> <p>As with a similar development directly on the other side of London Road the Town Council object to the name "Ebbsfleet" Crossing being used as the development/s are clearly in Swanscombe.</p>
<p>EDC/19/0161</p>	<p>Application for minor material amendment to outline planning permission reference EDC/17/0110 for residential development of up to 220 dwellings including new vehicular access to Tiltman Avenue, creation of a development platform and associated works; to allow for (i) a substitute drawing for site access and visibility splays under condition 3 and (ii) a substitute Development Framework Plan under condition 3 to accommodate the addition of 1 residential dwelling.</p> <p>Former Croxton and Garry Site, Tiltman Avenue, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>The Town Council seek assurances that all vehicles coming out of the site during construction should be cleaned thoroughly to ensure the surrounding roads do not suffer and become filthy.</p> <p>The Town Council would also like clarification as to how the Heritage Interpretation is being formed and feel that this should be undertaken in conjunction with the Swanscombe and Greenhithe Local History Group.</p> <p>As with a similar development directly on the other side of London Road the Town Council object to the name "Ebbsfleet" Crossing being used as the development/s are clearly in Swanscombe.</p>

292/19-20. **GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.**

The following granted decision notices were noted.

DA/19/00934/FUL	Erection of a single storey rear and side extension incorporating conversion of existing garage into a habitable room. 15 Bere Close, Greenhithe.
DA/19/00999/FUL	Erection of a part two single storey side extension. 14 Park Cliff Road, Greenhithe.
DA/19/01074/FUL	Erection of a single storey rear extension. 5 Arethusa Place High Street, Greenhithe.
DA/19/01137/FUL	Replacement all four existing timber-frame windows with upvc windows, matching existing colour and style. 107B Westview Court, Mounts Road, Greenhithe.
DA/19/01149/FUL	Demolition of existing detached garage and lean-to and erection of part two/part single storey side/rear extension. 33 Ames Road, Swanscombe.

293/19-20. **GRANTED DECISION NOTICES SUBMITTED BY KENT COUNTY COUNCIL FOR MEMBERS' INFORMATION.**

DA/16/1413/R4	Details of a Travel Plan pursuant to Condition 4 of planning permission DA/16/1413. Craylands Primary School, Craylands Lane, Swanscombe.
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There being no further business to transact, the Meeting closed at 8.05 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 6 NOVEMBER 2019 AT 7.00PM

PRESENT: Councillor John Hayes – Vice-Chairman in the Chair
Councillor Lorna Cross
Councillor Ann Duke
Councillor Linda Hall
Councillor Peter Harris
Councillor Lesley Howes
Councillor Maurice Weet

ALSO PRESENT: x 1 member of the public
Graham Blew – Town Clerk

ABSENT: There were none

.7/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

318/19-20. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Peter Harman.

319/19-20. SUBSTITUTES.

There were none.

320/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

At this point a member of the public raised questions regarding their concerns over application DA/19/01305/COU.

321/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

322/19-20. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 16 OCTOBER 2019**

Recommended: The Minutes of the meeting held on 16 October 2019 were confirmed and signed.

TOWN PLANNING:

323/19-20. **PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS.**

<p>DA/19/01292/COU REVISED PLANS</p>	<p>Material change of use to mixed use residential and childminding, provision of additional doors in ground floor elevation of garage, additional windows in ground floor of side elevation of property and conversion of garage to store.</p> <p>Priores Crescent, Greenhithe.</p>
<p>OBSERVATIONS:</p>	<p>The Town Council objects to this application as the proposal would have inadequate off street parking to serve the needs of the proposed use, the absence of which would give rise to an increase in on street parking in an area where there is very limited capacity.</p> <p>The proposal would be an unacceptable form of development as it would result in the loss of a useable off street parking space within the application site, and would consequently give rise to indiscriminate on-street parking, detrimental to highway safety and parking conditions within the locality as per DP3, DP4 from the Dartford Development Policies Plan:</p> <p>DP3 - The Town Council felt that the proposed development would add an excessive pressure for on street parking with the loss of an off street parking facility.</p> <p>DP4 - The taking away of an off street parking provision would consequently give rise to indiscriminate on street parking which could be detrimental for safe and convenient access to footpaths.</p> <p>CS17 from the Parking Standards Supplementary Planning Document – It is intended that garages are for their intended purposes rather than storage which the application indicates is the reason for the conversion.</p> <p>The Town Council also feels that the location of the property is inappropriate for a commercial / business use.</p>

<p>DA/19/01305/COU</p>	<p>Change of use from residential house (use class C3) to larger HMO (House of Multiple Occupation)</p> <p>18 High Street, Greenhithe.</p>
<p>OBSERVATIONS:</p>	<p>Under "Proposal" on the application form it states that the development or work has not been started without consent. Could this be confirmed by the Planning Authority as residents have advised that the property has been run as a HMO for several years and it was assumed that all the relevant permissions and licences were in place for this? The building does not appear to be listed as a HMO on the Dartford Borough Council website?</p> <p>It is understood that the property was given Listed Building, Grade II status in 1971 and permission should be sought for internal and external alterations. The Design and Access Statement states there are no changes to the internal or external fabric of the building. Whilst this may be the case now it does raise the issue of when the alterations to the interior (to create two additional bathrooms and alter the second floor layout) were made? These are alterations to the plans granted listed building approval in 1996 and there does not appear to be any record of listed building approval for these changes?</p> <p>The application form says that the building is neither in Flood Zone 2 or 3 but the Dartford Borough Council My Property Page states that it is in Flood Zone 2 and the Environment Agency maps indicate it is in Flood Zone 3? With this confusion and lack of clarity the Town Council would request that a flood risk assessment be carried out.</p> <p>A major concern with the proposal is the fact that there is a bedroom in the basement which would seem to be contrary to other properties in the area that have conditions in place that prohibit sleeping accommodation at this level due to the risk of flooding.</p> <p>The only access and escape from the rooms in the basement appears to be through the kitchen which raises concerns regarding the safety of occupants and confirmation is sought as to whether this meets the regulations and requirements for a HMO.</p> <p>The application advises that there are four parking spaces (these are dimensioned on the 1996 application) however these are shorter than the current acceptable lengths as indicated on the Dartford Borough Council Parking Standards. The parking spaces are two rows in tandem which appears to go against the Dartford Borough Council Parking Standards</p>

	<p>document which states that this is only acceptable in single not multiple households? Current usage shows that there is a demand for this level of parking at this HMO but it does impact on the safety of pedestrians and other road users.</p> <p>The Town Council respectfully request that the Planning Authority ensure the officer responsible for HMO's investigates the concerns raised to ensure that all the required regulations and standards are being met.</p> <p>The Town Council would ask that the Development Control Board undertake a site visit prior to consideration and decision of this application.</p>
<p>DA/19/01451/FUL</p>	<p>Erection of a part two/part single storey rear extension, first floor front extension incorporating dormer window and conversion of integral garage to habitable room with associated alterations to front elevation.</p> <p>79 Caspian Way, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>No observations.</p>
<p>EDC/19/0125 RE-CONSULTATION</p>	<p>Submission of Reserved Matters of siting, design, external appearance and landscaping, pursuant to Conditions 2, 19, 26, 36 and 43 of outline planning permission EDC/16/0045 for Phase 4 development of 133 residential units including details of streets, buildings and structures, materials, open space, car parking, noise and drainage.</p> <p>Former Northfleet West Sub Station, Southfleet Road, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>No observations.</p>

324/19-20. **GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.**

The following granted decision notices were noted.

DA/19/01256/TPO	Application for various works to various trees subject to Tree Preservation Order NO.3. 1984. Swanscombe Park, Park Road, Swanscombe.
DA/19/01257/TPO	Application for various works to various trees subject to Tree Preservation Order No.3. 1991. Manor Park (Playground and Surrounding Church) St Peters Close, Swanscombe.
DA/19/01258/TPO	Application for various works to various trees subject to Tree Preservation Order No.17. 1991. Children's Play Area, Valley View, Greenhithe

There being no further business to transact, the Meeting closed at 7.25 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 27 NOVEMBER 2019 AT 7.00PM

PRESENT: Councillor Peter Harman – Chairman
Councillor John Hayes – Vice- Chairman
Councillor Lorna Cross
Councillor Linda Hall
Councillor Peter Harris
Councillor Lesley Howes
Councillor Maurice Weet

ALSO PRESENT: Graham Blew – Town Clerk

ABSENT: Councillor Ann Duke

342/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

343/19-20. APOLOGIES FOR ABSENCE.

There were none.

344/19-20. SUBSTITUTES.

There were none.

345/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor Linda Hall declared a personal interest in application DA/19/01472/FUL as she is the Chairman of the Allotment Association and an allotment plot holder.

Councillor Peter Harman declared a prejudicial interest in application KCC/DA/0232/2019 as he is a member of the Kent County Council Planning Committee.

Councillor John Hayes declared a personal interest in application DA/19/01472/FUL as he is the partner of the Chairman of the Allotment Association.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

346/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that applications DA/17/01814/FUL and DA/19/01292/COU were due to be considered at the 9 December 2019 Development Control Board meeting.

The Chairman informed the meeting that he had recently attended a Henley Camland meeting which had included discussions on:

- the Alkerden Barn and that a Public Consultation event was being held on 3 December 2019 in the Town Council Office Community Hall;
- the planned Secondary and Primary Schools (Education Campus) were going ahead;
- the provision of x3 football pitches, as part of the Section 106 Agreement, and the fact that the developer was reviewing their options.

347/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 6 NOVEMBER 2019

Recommended: The Minutes of the meeting held on 6 November 2019 were confirmed and signed.

348/19-20. KENT COUNTY COUNCIL (KCC) – HIGHWAY IMPROVEMENT PLAN (HIP).

Further to minute 289/19-20 Members were issued with the Highway Improvement Plan which is for Parish and Town Councils to prioritise improvements that they may wish to see in their areas. These forms can be updated annually.

Recommended: That the item be noted.

TOWN-PLANNING:

349/19-20. PLANNING APPLICATIONS SUBMITTED BY DARTEFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS.

DA/19/01472/FUL	<p>Erection of a mix of 6 flats (4 x 2 bed and 2 x 1 bed) including new access drive, off-street parking, bin & cycle storage and communal garden areas.</p> <p>In addition to this the proposal includes additional parking spaces for the allotments.</p> <p>Block of Lock-Up Garages rear of Keary Road Swanscombe.</p>
OBSERVATIONS:	No objection but the Town Council would ask that any permission granted includes a condition that wheel washing

	and road sweeping be undertaken for all vehicles leaving the site during construction and that this must be monitored and enforced.
DA/19/01480/VCON	Application for variation of condition 2 (approved drawings) of planning permission DA/18/00444/FUL in respect of change of front elevation to include roof canopy and omission of excavation and front of property and associated windows and footbridge. 91 - 95 Church Road, Swanscombe.
OBSERVATIONS:	No observations.
DA/19/01554/COU	Change of use of land to residential garden and erection of a single storey extension to existing detached garage and new 2m high close boarded boundary fence. 14 Pacific Close, Swanscombe.
OBSERVATIONS:	That this item be deferred whilst the Planning Authority be requested to provide clearer detail as to what the proposal is for and whose land the proposal is referring to. Subject to this information being provided the Town Clerk, in consultation with the Chairman, be delegated to submit a response/comments.
DA/19/01557/FUL	Erection of 187 residential apartments, new publicly accessible pedestrian and cycle connection to Greenhithe Railway Station, vehicular drop off and new ticket barrier and machine, associated parking, open space, landscaping, infrastructure and groundworks. Land North of London Road, East of Telephone Exchange, Greenhithe.
OBSERVATIONS:	The Town Council strongly objects to this application on the following grounds: It is an overdevelopment of the site with the proposed layout and density being excessive; There is very serious concern that the entrance/exit onto London Road is a potential safety risk and will result in unsatisfactory traffic flows, the area of the London Road/Mounts Road junction is a dangerous hot-spot and this proposal would increase that danger;

The access road to the proposed development would be steep and not appropriate for wheelchair users or those with prams/pushchairs;

Drop-off and pick up points attract vehicles to the site and do not promote sustainable travel (there is already a drop-off and pick up point at the Greenhithe Station so another one is not required). This would also cause a bigger problem at the London Road junction as it would attract more traffic not encourage less traffic;

A cycle cage should be included in the proposal at the new entrance i.e. in addition to the existing entrance at the railway station;

The condition of the cliffs needs to be confirmed as there have been recent experiences of rock fall/collapse and the vibration of construction and added vehicular movements could destabilise the cliffs further;

Sufficient disabled parking bays should be included in any proposal for drop-off and pick points;

A condition should be included to any approval that parking regulations/control are enforced within this site;

There is concern that the accident figures contained in the application do not include the x3 recent accidents that have occurred in this area. Based on the average speed of vehicles contained in the application documents were a residential site to be located at this junction there would be an increased risk of accidents for both pedestrians and vehicles.

The provision for electric cars to be charged should be included.

The Town Council are concerned that the consultation events carried out by the developer were held at times when a large percentage of the residents would have been at work.

Having already declared a prejudicial interest Councillor Peter Harman left the chamber and took no part in the discussion or decision of the following application.

VICE-CHAIRMAN, COUNCILLOR JOHN HAYES, IN THE CHAIR.

350/19-20. PLANNING APPLICATIONS SUBMITTED BY KENT COUNTY COUNCIL FOR MEMBERS' OBSERVATIONS.

<p>KCC/DA/0232/2019 Out of Area.</p>	<p>Full planning application for a new tunnel (the Bean Road Tunnel) and associated road works to include bus, cycling and pedestrian access to the east of Bluewater Shopping Centre to link to the Eastern Quarry development, including tree planting at land adjacent to lake 5 and tunnel infilling.</p> <p>Bluewater Shopping Centre, Bluewater Parkway, Greenhithe.</p>
<p>OBSERVATIONS:</p>	<p>No observations.</p>

351/19-20. GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.

The following granted decision notices were noted.

<p>DA/18/00958/REM</p>	<p>Reserved matters relating to appearance and landscaping pursuant to condition 1 of planning permission DA/17/01201/VCON for Section 73 application for Variation of Condition 4 (approved drawings) of planning permission DA/13/01522/OUT (granted on appeal for demolition of existing dwellings and erection of 66 flats with provision of 110 parking spaces and an additional 6 for residents of Flint Cottage). Variation of drawings in respect of relocation and alteration of access road arrangements, relocation of bike and refuse stores and reduction in number of units to 64 by removal of 2 end units adjacent to the access road.</p> <p>1A Knockhall Road, Greenhithe.</p>
<p>DA/19/01268/FUL</p>	<p>Demolition of existing rear extension and erection of a two storey side extension and front porch (revisions to previously approved planning permission DA/18/01290/FUL).</p> <p>144 Knockhall Road, Greenhithe.</p>

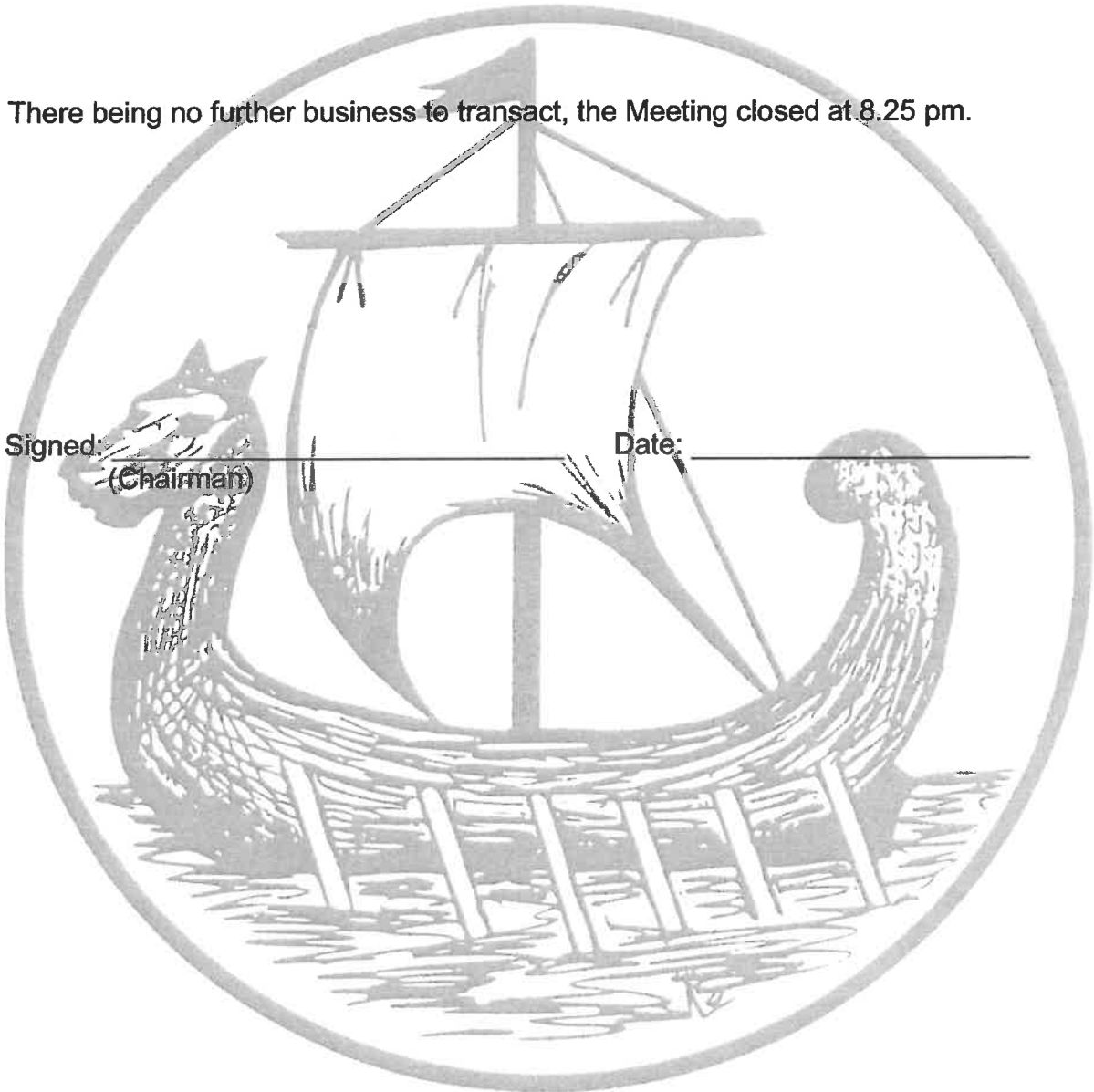
DA/19/01316/TPO	Application to monolith (reduce the tree to its main stem) of 1 No. Sycamore tree (T412) subject to Tree Preservation Order No.11 1990. South of Capability Way adj Electricity Sub Station, Greenhithe.
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There being no further business to transact, the Meeting closed at 8.25 pm.

Signed: _____

(Chairman)

Date: _____



MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 21 NOVEMBER 2019 at 7.00PM

PRESENT: Councillor Sue Butterfill - Chairman
Councillor Peter Harman - Vice Chairman
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Lorna Cross
Councillor Linda Hall
Councillor John Hayes
Councillor Lesley Howes

ALSO PRESENT: x22 Members of the public
Graham Blew - Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Dan Usher – Senior Groundsman / Gardener

ABSENT: There were none

325/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

The Chairman welcomed the members of the public to the meeting and clarified that, in accordance with Standing Order 34 c) at the point in the meeting for public speaking this would be limited to three minutes per person/organisation.

326/19-20. APOLOGIES FOR ABSENCE.

There were none.

327/19-20. SUBSTITUTES.

There were none.

328/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor Linda Hall declared a personal interest in agenda item 7.2 Dartford Borough Council (DBC) Proposed Housing Developments, as she is the Chairman of the Allotment Association and an allotment plot holder.

Councillor John Hayes declared a personal interest in agenda item 7.2 Dartford Borough Council (DBC) Proposed Housing Developments as he is the partner of the Chairman of the Allotment Association.

Councillor Lesley Howes declared a personal interest in agenda item 7.2 Dartford Borough Council (DBC) Proposed Housing developments as she is an allotment plot holder.

Councillor Sue Butterfill declared a prejudicial interest in agenda item 7.5 Gravesham Community Leisure Limited (GCLL) Draft Proposal Scale of Charges 2020 for The Swanscombe Centre, as she is a full member of the centre.

Councillor Linda Hall declared a prejudicial interest in agenda item 7.5 Gravesham Community Leisure Limited (GCLL) Draft Proposal Scale of Charges 2020 for The Swanscombe Centre, as she is a full member of the centre.

Councillor John Hayes declared a prejudicial interest in agenda item 7.5 Gravesham Community Leisure Limited (GCLL) Draft Proposal Scale of Charges 2020 for The Swanscombe Centre, as he is a full member of the centre.

In response to a member's enquiry it was confirmed that the current temporary promotional memberships were not an interest that required declaration due to the nature of their limited duration.

329/19-20. CHANGE IN AGENDA ORDER.

The Chairman advised that the order of the agenda would be amended to enable the Senior Groundsman/Gardeners report to be taken next.

330/19-20. SENIOR GROUNDSMAN /GARDENER'S REPORT.

The Senior Groundsman/Gardener went through the report which updated members on the work undertaken, by the Parks Department and also the work planned for the future which included:

Swanscombe Park, Manor Park, Broomfield Park, Heritage Park, Knockhall Park, Saxon Court, Valley View, Eagles Road Play Area and Equipment.

Recommended: That the report be noted.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

Questions and comments were raised from the public regarding the Grove Car Park Management Scheme and these included the following subjects:

- Failure of the Working Group regarding timescales;
- Charging structure causing displacement of vehicles onto residential roads;
- Under use of the car park at present;
- Original consultation ignored;
- Maintenance costs not being covered by income;
- Permits for Council staff;
- Health and Safety concerns for the car park at weekends;
- Question on viability of the finances;
- Ineffective enforcement, consideration of use of ANPR;
- Loss of revenue for not charging at weekends;
- Lack of disabled bays on Swanscombe High Street;
- CCTV on the Swanscombe High Street to protect pedestrians and enforce parking;
- Permits schemes for residents who are struggling to park;
- Local workers being forced to park on neighbouring streets.

Responses from members included:

- A summary of the results from the 2016 survey
- Confirmation that this was a car park for the whole town.
- An explanation was given of the history regarding the car park and the process that had gone into formalising the original decision.
- Confirmation that the dispensation granted to the two officers was due to them being required to use their cars for work purposes.
- Clarification that permits were not deemed viable for the car park.
- That following deliberations the two options the Working Group had put forward were felt to be the available options.
- The issues around parking on the High Street and surrounding roads was acknowledged and was something the Town Council had been taking seriously and work was ongoing with partner organisations to investigate this.
- It was confirmed that use of ANPR cameras for enforcement of the car park was not an available option.

In summing up the Chairman added that the issue of parking was a national issue along with the volume of cars on the road. It was hoped that the push for a greener environment would help to reduce this and improve the use of public transport.

331/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

332/19-20. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2019.

Recommended: That the Minutes of the Meeting held on 19 September 2019 were approved and signed as a true record.

TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.

333/19-20. GROVE CAR PARK – REVIEW OF MANAGEMENT SCHEME.

The Grove Car Park Working Group had held discussions and formulated 2 choices for consideration by the Committee, with regards to possible options on how the car park could facilitate a greater opportunity of parking for the local community and users of the local facilities.

Whilst the final decision would lie with the full council, as the originator of the Working Group the Recreation, Leisure & Amenities Committee was asked to propose a recommendation for full Councils consideration.

- A. That the car park remains enforceable with the period of free parking extended to 4 hours and then 2 hours chargeable at £2.00.
- B. That the car park has the enforcement and charging structure removed.

It was proposed, seconded and unanimously agreed that both options, as detailed, be put to full Council for consideration.

Recommended: That both options, as detailed, be put to full Council for consideration.

334/19-20. DARTFORD BOROUGH COUNCIL (DBC) PROPOSED HOUSING DEVELOPMENTS.

Each of the 3 proposed development sites within the Town are adjacent to land the Town Council owns/manages. As previously reported under minutes 108/19-20 and 206/19-20 meetings had been held between DBC, the Allotment Association and the Town Council to discuss the possible mitigating measures to be put in place for accessibility.

It was clarified to members that the proposed pathway through Broomfield Park would be subject to agreement from Fields in Trust (FiT).

The Chairman reminded members that this item was to consider accessibility measures and not the proposed developments themselves. Members discussed the benefits to the allotment sites and recreation ground users and agreed to the proposed works along with route option 1 for the pathway through Broomfield Park.

Recommended:

1. That the works proposed by DBC at Keary Road and the New Burial Ground allotment sites be agreed.
2. That the new kissing gates and route option 1 pathway through Broomfield Park be agreed, subject to FiT approval.

335/19-20. APPLICATION TO USE THE HERITAGE PARK FOR JUNIOR PARK RUNS.

Further to minute 434/18-19 a request has been submitted regarding the use of the Heritage Park for junior park runs.

Members stressed the importance of promoting the event as local and that parking would be limited.

Recommended:

That the request to use the Heritage Park for a Junior Park Run be agreed.

336/19-20. REQUEST TO USE BROOMFIELD PARK FOR FUN DAY ON 24 MAY 2020.

A request had been received for members' consideration. Members discussed and confirmed that further detail was required, especially regarding access and on-site parking.

Members agreed to the proposal subject to the Town Clerk confirming, and agreeing to, the finalised information required from the applicant.

Recommended:

That the request to use the Broomfield Park for a Fun Day be agreed subject to the Town Clerk confirming, and agreeing to, the finalised information required from the applicant.

Having already declared prejudicial interests Councillors' Sue Butterfill, Linda Hall and John Hayes left the chamber and took no part in the discussion or decision of the following item.

VICE-CHAIRMAN, COUNCILLOR PETER HARMAN, IN THE CHAIR.

337/19-20. GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2020 FOR THE SWANSCOMBE CENTRE.

In accordance with the Management Agreement (Section 27.2.2), the Managing Director, GCLL, had advised of the proposed Scale of Charges for 2020 and had included the current charges for information.

Members discussed the comparison information with other sites and felt a more local comparison, specifically Fairfield Leisure Centre, Dartford, would be more appropriate. Members also felt that a comparison on any information available on local schemes that GCLL offer at their other sites would be beneficial.

Recommended: That the proposed scale of charges for 2020, submitted by GCLL, for The Swanscombe Centre be deferred subject to comparison information being supplied for Fairfield Leisure Centre and any information available on local schemes that GCLL offer at their other sites.

338/19-20. ENVIRONMENTAL ACTION PLAN WORKING GROUP.

The Working Group met on 15 October 2019 and had submitted options for the Recreation, Leisure & Amenities Committees consideration.

Members felt that tree and bush planting, along with water conservation, should be included.

Recommended: That the options submitted by the Working Group be agreed and to include tree and bush planting and water conservation.

339/19-20. COMMUNITY EVENT WORKING GROUP.

Further to the formation of the Working Group (minute 213/19-20) a vacancy had arisen and members were asked to fill this position. The current membership is:

- A. Councillor Emma Ben Moussa
- B. Councillor Lorna Cross
- C. Councillor Lesley Howes
- D. Councillor Peter Harman
- E. **Vacancy**

Members agreed to defer this item to full Council to consider the vacancy.

Recommended: That the item be deferred to full Council to consider the vacancy.

340/19-20. GANG MOWING.

Further to minutes 177/18-19 and 307/18-19, and in accordance with Financial Regulation 11.1 (iv) (and in consultation with the Chairman of the Committee), a continuation of the contract for gang mowing in 2020 had been signed.

Recommended: That, in accordance with Financial Regulation 11.1 (iv), the contract for gang mowing of the Town Councils areas for 2020 be approved.

341/19-20 ESTIMATES FOR 2020 – 2021.

Officers had begun work on the Annual Estimates for 2020 – 2021 earlier in the year and members were first asked for any suggestions in July (minute 151/19-20), with an agreed deadline of 31 August 2019. The Town Council meeting on 11 December 2019 would need to make a decision on the suggestions for estimates (minute 269/19-20) and the continuation of current ongoing projects, these will be detailed within the draft Annual Estimates 2020 – 2021.

The draft Annual Estimates 2020 – 2021 would need to be approved and endorsed by the full Council in January 2020 before setting the Council Tax Base for the 2020 – 2021 financial year.

Recommended: That the item be noted.

There being no further business to transact the Meeting closed at 8.20 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 31 OCTOBER 2019 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Sue Butterfill
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Lorna Cross
Councillor Peter Harman
Councillor Maurice Weet

ALSO PRESENT: Martin Harding – Assistant Town Clerk/RFO

ABSENT: There were none.

294/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

295/19-20. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Jay Shah.

296/19-20. SUBSTITUTES.

There were none

297/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

298/19-20. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

299/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 5 SEPTEMBER 2019.

Recommended: The Minutes of the meeting held on 5 September 2019 were confirmed and signed as a true record.

300/19-20. MONTHLY BANK RECONCILIATIONS.

In accordance with Financial Regulation 2.2 a member of the council other than the Town Mayor or a cheque signatory is required to be appointed to verify the bank reconciliations produced by the RFO for all the council's accounts on a regular basis. Councillor Jay Shah was appointed (minute 32/19-20).

Recommended: That the bank reconciliations for August and September 2019, and verified by Councillor Jay Shah, be noted.

301/19-20. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken in August and September 2019.

Recommended: That the bank transfers undertaken in August and September 2019 be approved.

302/19-20. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT.

In accordance with Financial Regulation 5.5 (a) Members were provided with details of all receipts and payments for authorisation for August and September 2019.

Recommended: That the receipts and payments for August and September 2019, as per the annexed list, be approved.

303/19-20. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 30 September 2019.

Recommended: That the summary of accounts to 30 September 2019 be noted.

TOWN CLERK & RESPONSIBLE FINANCE OFFER'S (RFO) REPORT.

304/19-20. FINANCIAL RISK ASSESSMENTS (FRA) FOR 2020 – 2021.

Members were supplied with the report from the FRA Working Group (dated 1 October 2019) which detailed the recommended adjustments to the FRA's going into 2020 - 2021.

Members were asked to consider the report which would form part of a recommendation to full Council (11 December 2019), to enable the Estimates 2020 – 2021 to be drafted for consideration, and then approval by both the Finance and General Purposes Committee and Special Town Council at their meetings on 9 January 2020.

Members discussed the contents of the report and that it should be agreed and submitted to full Council for approval and inclusion in the Estimates 2020 – 2021.

Recommended: That the report from the FRA Working Group be submitted to full Council on 11 December 2019 for approval and inclusion in the Estimates 2020 – 2021.

305/19-20. ESTIMATES FOR 2020 – 2021.

Officers had begun work on the Annual Estimates for 2020 – 2021 earlier in the year and members were first asked for any suggestions in July (minute 151/19-20), with an agreed deadline of 31 August 2019. The Town Council meeting on 11 December 2019 would need to make a decision on the suggestions for estimates (minute 269/19-20) and the continuation of current ongoing projects, these will be detailed within the draft Annual Estimates 2020 – 2021.

The draft Annual Estimates 2020 – 2021 would need to be approved and endorsed by the full Council in January 2020 before setting the Council Tax Base for the 2020 – 2021 financial year.

Recommended: That the item be noted.

There being no further business, the Meeting closed at 7.25 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the COMMUNITY SAFETY COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 2 OCTOBER 2019 at 7.00 PM

PRESENT: Councillor Peter Harris - Chairman
Councillor Peter Harman -Vice-Chairman
Councillor Anita Barham
Councillor Emma Ben-Moussa
Councillor Sue Butterfill
Councillor Lorna Cross
Councillor Lesley Howes
Councillor Maurice Weet (substituting for Councillor Jay Shah)

ALSO PRESENT: Martin Harding – Assistant Town Clerk / Responsible Financial Officer
Chief Inspector Neil Loudon – Kent Police
PC Tony Quilter – Kent Police
PCSO Mark Cripps – Kent Police
Sarah Rawlinson (Youth & Community Engagement Officer, Diocese of Rochester)
x11 members of the public

ABSENT: There were none

239/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

240/19-20. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Jay Shah.

Apologies were also received from Zoe Harris (Kent County Council), Martin Smith (Dartford Borough Council Parking Enforcement), Billy Unsworth (KCC Community Warden) and PCSO Rob Young (Kent Police).

241/19-20. SUBSTITUTES.

Councillor Maurice Weet substituted for Councillor Jay Shah.

242/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

243/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

244/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 10 JULY 2019.

Recommended: That the Minutes of the Meeting held on 10 July 2019 be confirmed and signed as a true record.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

Questions were raised from the public to Chief Inspector Loudon on the following subjects:

Drug dealing;
Anti-social motorbikes;
Visible police officers;
Recruitment levels;
Community policing engagement at local events;
CCTV and mobile police stations.

245/19-20. CHIEF INSPECTOR NEIL LOUDON.

Chief Inspector Loudon gave a summary of his career within the police along with his service in the North Kent area. Chief Inspector Loudon explained the challenges that had faced Kent Police over recent times with resources and priorities.

An overview was given of current police levels along with the planned increases in line with the recruitment drives for all positions from volunteers to officers.

Chief Inspector Loudon was pleased to be able to inform the committee that a 37% reduction in recorded crime had occurred in the area of Swanscombe and Greenhithe in the last 12 months. He did note that an increase had occurred in lower level crime such as anti-social behaviour and nuisance motorbikes which Kent Police were taking very seriously. He explained the new technology available to officers enabling them to spend more time on the streets and reduce paperwork.

Chief Inspector Loudon set out the three priorities that he sets for all officers under his command: to put victims first; always provide a gold level of service and to do the right thing.

Members discussed the challenges faced with promoting reporting, the various methods that could be used and the challenges with social media.

Members also expressed that residents were stating to them that they had lost faith in Kent Police and that a lack of feedback may have contributed in part to this.

Chief Inspector Loudon stated that he understood these feelings and that more work could be done to communicate with the community. He was pleased with the results of recent satisfaction surveys undertaken by people who had engaged with the police service.

Members thanked Chief Inspector Loudon for his attendance but wished him to note that police presence at these meetings had not always been satisfactory.

Recommended: That the information be noted and Chief Inspector Loudon be thanked for his attendance

246/19-20. **POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.**

PC Tony Quilter gave an update on recent cases of interest within the area including an overview of specific operations that aimed at targeting robberies both specifically in Greenhithe and the wider borough of Dartford.

PCSO Mark Cripps introduced himself as the new PCSO for Greenhithe. PCSO Cripps explained that he was looking to meet as many local groups and organisations as possible to integrate within the community.

Members thanked both PC Quilter and PCSO Cripps for their attendance.

Recommended: That the report be noted and both PC Quilter PCSO Cripps be thanked for their attendance

247/19-20. **KCC COMMUNITY WARDENS REPORT.**

As KCC Warden Unsworth had submitted his apologies for the meeting the ATC/RFO read out a brief report submitted prior to the meeting. This included work conducted on overgrown gardens, suspicious vehicles, concerns for children and vulnerable people.

Recommended: That the report be noted.

248//19-20. **ANTI-SOCIAL PARKING – SWANSCOMBE HIGH STREET.**

Members discussed enforcement of the zig-zag lines with Chief Inspector Loudon. He confirmed that this was a serious safety concern and that he would ensure his officers were aware and take measures when possible. He stated that he would ensure this information was also passed to the Special Constables who were part of the Kent Police Team as they had the same powers to ticket as other officers.

Councillors' Peter Harris and Peter Harman gave an overview of a meeting they had attended with Kent Highways. At that meeting the option of installing barriers along the length of the zig-zag lines had been discussed further.

Members were in agreement that the installation of barriers would be a good preventative measure to stop parking along the zig-zag lines.

Recommended: That the information be noted.

249/19-20. **COMMUNITY SAFETY LIAISON.**

Youth services / officers – Sarah Rawlinson gave an update on her continued work with school engagement. She had been meeting with the Focus Project who are targeting work on different criminality issues and discussions held with an organisation looking to set up a Safer Community Alliance.

Sarah explained that following the redeployment of Reverend Andrew Avery from St Marys Church, Greenhithe, line management of her role would revert to the Youth and Communities Lead at the Diocese of Rochester. It was explained by Sarah that this was always the original intention, but that the project board, on setting up the role, had initially allocated this to Reverend Avery at St Marys Church.

Members of the Community Safety Meeting expressed concern that this decision had been taken without consideration for the line management to pass to the Reverend of St Peter & St Pauls Church, Swanscombe, as this was the other local church within the Town. The Community Safety Committee recommended that an item be placed on the agenda for the next meeting of the Town Council to consider whether a letter should be sent to the Diocese of Rochester expressing these concerns and asking for the rationale behind the decision.

Community Speed Watch – Councillor Peter Harris explained that Kent Messenger were expected to attend the next Speed Watch session in Greenhithe. Councillor Emma Ben-Moussa confirmed that she had names of volunteers and was setting up a Speed Watch group for Swanscombe and was currently awaiting the appropriate training from Kent Police.

Recommended: That an item be placed on the agenda for the next meeting of the Town Council to consider whether a letter should be sent to the Diocese of Rochester expressing the concerns as detailed and asking for the rationale behind the decision.

250/19-20. DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.

Members were provided with the up to date detailed analysis of crime figures for Swanscombe and Greenhithe.

Recommended: That the item be noted.

251/19-20. THE SCHOOL RUN INITIATIVE.

The Chairman confirmed that he had written to each local school to ensure their continued engagement in the initiative. He confirmed that he would update members further once he had received replies

Recommended: That the information be noted.

252/19-20. KENT COUNTY COUNCIL (KCC) – 20MPH ZONE TRIAL.

Further to minute 136/19-20 members discussed areas within the Town that would be appropriate for a 20mph zone trial.

It was agreed that more information was required and that officers contact KCC to obtain details of the process and timescales for setting up a trial and also to provide an overview of which roads within the Town already had 20mph restrictions.

Recommended: That officers contact KCC to obtain details of the process and timescales for setting up a trial and provide an overview of which roads within the Town already had 20mph restrictions.

253/19-20. KENT POLICE – CITIZENS ACADEMY

The Chairman explained that the Citizens Academy was aimed at giving members of Neighbourhood Watch a better understanding of what the Kent Police role was and what they undertook. The next module would involve a trip to the control room at Maidstone.

Recommended: That the information be noted.

There were no confidential items for discussion.

There being no further business to transact, the Meeting closed at 8.50 pm.

Signed _____
Chairman Date

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MINUTES of the MEETING of the HERITAGE SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE, on TUESDAY 5 NOVEMBER 2019 at 10.00 AM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Linda Hall – Vice-Chairman
Councillor Anita Barham
Councillor Emma Ben Moussa

ALSO PRESENT: Brenda Bobby - FOSHP
Shirley Fahy - FOSHP
Martin Harding, Assistant Town Clerk/RFO

ABSENT: Councillor Sue Butterfill
Councillor Ann Duke

306/19-20. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

307/19-20. APOLOGIES FOR ABSENCE

There were none.

308/19-20. SUBSTITUTES

There were none.

309/19-20. TO DECLARE INTERESTS IN ITEMS ON THE AGENDA

There were none

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

310/19-20. URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.

The ATC/RFO advised members that the 'date of the next meeting' contained within the minutes of the meeting held on 24 September 2019 were incorrect and that they should have read that the date of the next meeting to be Tuesday 5 November 2019. This correction would be amended to form part of the next item on the agenda.

311/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 24 SEPTEMBER 2019.

Recommended: That the Minutes of the meeting held on 24 September 2019, as corrected, be confirmed and signed as a true record.

312/19-20. HERITAGE PARK IMPROVEMENTS.

The ATC/RFO informed members that, unfortunately, the option to utilise the puddling clay from No Walls Gardens was no longer possible as it was felt to be inappropriate given the steeper sides of the pond within the Heritage Park. The ATC/RFO will now liaise with Ebbsfleet Development Corporation to see if a donation of concrete could be sourced ahead of a bid to secure funding for the remainder of the outstanding works.

Feedback from the Heritage Watch consultation event on 25 October 2019 had been positive and the Swanscombe & Greenhithe Local History Group had agreed to participate in the project. The ATC/RFO would be liaising with Historic England on the next steps.

The ATC/RFO confirmed that a date of 3 December 2019 had been set for the corporate tree planting event at the Heritage Park.

Recommended: That the ATC/RFO continue progressing the pond improvements and continue with the other heritage based projects as detailed.

313/19-20. **FRIENDS OF SWANSCOMBE HERITAGE PARK (FOSHP) REPORT OF ACTIVITIES.**

Brenda Bobby confirmed that the Halloween Disco had been a success and that they were now working towards the events for 2020 which would begin with the Easter Egg Hunt.

Recommended: That the item be noted.

314/19-20. **HERITAGE PARK WEBSITE**

The ATC/RFO reminded members that any items to be included on the website needed to be forwarded to him.

Recommended: That the item be noted.

315/19-20. **ANY OTHER ITEMS RELATED TO HERITAGE**

There were none.

316/19-20. **DATE OF NEXT MEETING.**

Recommended: That the next meeting be scheduled for Tuesday 14 January 2020 at 10.00am.

There being no further business to transact, the meeting closed at 10.30 am.

Signed: _____ Date: _____
(Chairman)

25. ADVISORY COMMITTEES – WORKING GROUPS.

- a) The Council may create advisory committees, whose name, and number of members (~~between 3 and~~ 5) and the bodies to be invited to nominate members shall be specified.
- b) The Clerk shall inform the members of each advisory committee of the terms of reference of the committee.
- c) An advisory committee may make recommendations and give notice thereof to the Council.
- d) **An advisory committee may consist wholly of persons who are not members of the Council.**
- e) That quorum for a Working Group to meet is 3 members.
- f) That substitutes be permitted and have to be nominated by the Working Group member that cannot attend.
- g) That at the creation of any Working Group it should be specified whether or not the Working Group is expected to act as a delegation to discuss matters and gather information on behalf of the Town Council.

266/19-20. **AMENDMENT TO STANDING ORDER (25) (a) ADVISORY COMMITTEES – WORKING GROUPS**

The Town Mayor had proposed the attached amendment to Standing Order 25(a).

The amendment was seconded and will stand adjourned without discussion to the next ordinary meeting of the Council.

RESOLVED: That the amendment stands adjourned without discussion to the next ordinary meeting of the Council.

- 7 NOV 2019



Mr Graham Blew
Swanscombe & Greenhithe Town Council
Council Offices
The Grove
Swanscombe
Kent
DA10 0GA

AGENDA ITEM

T/C 11/12/19.

7

5 November 2019

~~Dear Mr Blew,~~

Thank you for your recent letter to Sarah Anderson, which has been passed to me in my role as Archdeacon and Chair of the Ebbsfleet Project Board established by the Diocese of Rochester.

The news that Andrew and Carol Avery were leaving Greenhithe was very unexpected, particularly given both their commitment to Greenhithe and to Ebbsfleet.

As Archdeacon I am working with the Bishop of Rochester and Parish representatives to appoint an Interim Priest in Charge at Greenhithe and, subject to interviews, hope that we will have someone in place very early next year. The intention is that this Interim Priest will continue all that Andrew Avery was doing including supervision of the Youth and Community Engagement Officer.

It was very clear to me in the summer that the changes would be challenging on top of the excellent work [redacted] is delivering and so I wanted to make sure she was professionally supported with the right expertise in the interim. For those reasons I invited Cheryl to support her until an Interim Priest was in place. Cheryl had interviewed [redacted], understands her role, is able to draw on current expertise and networks, has connected with her regularly and has supported her informally. Mark Hurley had not worked closely with [redacted] and the importance of supporting what we consider to be highly important work with the Town Council meant we wanted to get a full team of support around [redacted] rather than one person. The person we hope will be the Interim Priest at Greenhithe has a background with Children and Youth based community engagement.

I hope this reassures your members, and thank you again for the partnership which is producing such good results.

Yours sincerely,



Ven Andy Wooding Jones
Archdeacon of Rochester

Diocesan Office, St. Nicholas Church, Boley Hill, Rochester, Kent, ME1 1SL
tel 01634 560000 email enquiries@rochester.anglican.org

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SWANSCOMBE AND GREENHITHE TOWN COUNCIL



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COUNCIL OFFICES
THE GROVE
SWANSCOMBE
KENT, DA10 0GA

Tel: 01322 385513
Fax: 01322 385849

Mrs Sarah Anderson
DAC Secretary
Diocese of Rochester
St Nicholas Church
Boley Hill
Rochester
ME1 1SL

11 October 2019

Dear Mrs Sanderson

The Town Council have been made aware that the line management of [REDACTED] Youth & Community Engagement Officer (YCEO), for Swanscombe, Greenhithe and Ebbsfleet has changed. The line management role was previously undertaken by the Reverend Andrew Avery at St Mary's Church, Greenhithe. Following Reverend Avery's move to another parish we understand that this role has now been assigned to Cheryl Trice, Diocesan Team Lead Adviser who is based out of Rochester.

Members of the Town Council discussed this change during a recent meeting and were disappointed with this choice. It was felt that, given its need for local knowledge, the direct operational line management for this post should have remained within the Town. I am writing to request that the Diocese explain the rationale behind this decision, as opposed to the role being offered to Reverend Mark Hurley at St Peter & St Pauls Church, Swanscombe.

The Town Council are supportive of this role and its potential within the community, and would like to ensure that the local priorities are not lost as a result of the recent change.

We look forward to your response.

Yours sincerely

Graham Blew
Town Clerk

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EXTRACT OF MINUTES

271/19-20. **YOUTH AND COMMUNITY ENGAGEMENT OFFICER (YCEO) – DIOCESE OF ROCHESTER.**

Members were supplied with a report from the Community Safety Committee. After a lengthy debate it was agreed that a letter be sent to the Diocese of Rochester seeking their rationale behind the decision to have the YCEO Line Manager in Rochester as opposed to here locally.

RESOLVED:

That a letter be sent to the Diocese of Rochester seeking their rationale behind the decision to have the YCEO Line Manager in Rochester as opposed to here locally.

Certified COPY

YOUTH AND COMMUNITY ENGAGEMENT OFFICER - DIOCESE OF ROCHESTER.

At the meeting of the Community Safety Committee on 2 October 2019 members received an update on the progress of the Youth and Community Engagement Officer (YCEO) from the Diocese of Rochester.

The YCEO explained that following the redeployment of Reverend Andrew Avery from St Marys Church, Greenhithe, line management of her role would revert to the Youth and Communities Lead at the Diocese of Rochester.

It was explained by the YCEO that this was always the original intention, but that the project board, on setting up the role, allocated this initially to Reverend Avery at St Marys Church.

Members at the Community Safety Meeting expressed concern that this decision had been taken without consideration for the line management to pass to the Reverend of St Peter & St Pauls Church, Swanscombe, as this was the other local church within the Town.

The Community Safety Committee recommended that an item be placed on the agenda for the next meeting of the Town Council to consider whether a letter should be sent to the Diocese of Rochester expressing these concerns and asking for the rationale behind the decision.

Recommended To discuss and advise accordingly.

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Long Term - General Maintenance Requirements

Last Reviewed: 5
December 2017

Department

Maintenance Requirement	Frequency	Total Cost (per frequency)	Money in LTM from first 2 years of FRA	Money saved in LTM less Expenditure	Cost to budget per annum	Total remaining in LTM as at end of 2018-19	Target Dates
Public Lighting							
Public Lighting Total	10-yearly	£1,000	£250	£0	£0	£0	
Car Parks (Grove, Swanscombe Park Leisure Centre)	10-yearly	£1,000	£250	£0	£0	£375	April 2036, April 2046
Car Parks (Grove, Swanscombe Park Leisure Centre) Total		£1,500	£400	£0	£0	£375	
All Parks							
Parks Total	5-yearly	£1,500	£400	£0	£0	£350	April 2036, April 2046
Church Road Hall							
Internal Painting Walls & Woodwork	5 Yearly	£2,500	£410	£0	£0	£3,190	April 2021, April 2026, April 2031
Sand and Wax Hall Floor	5 Yearly	£2,500	£400	£0	£0	£3,200	April 2021, April 2026, April 2031
External painting	10 Yearly	£2,000	£400	£0	£0	£2,600	April 2026, April 2036
Church Road Hall Total		£7,000	£1,210	£0	£0	£8,990	
Heritage Hall							
Internal Painting Walls & Woodwork	5-yearly	£5,000	£660	£0	£0	£4,340	April 2021, April 2026, April 2031
Sand and Wax Hall Floor	5-yearly	£2,500	£300	£0	£0	£2,200	April 2021, April 2026, April 2031
External painting	5-yearly	£2,500	£300	£0	£0	£2,200	April 2021, April 2026, April 2031
Painting of Perimeter Fence	10-yearly	£1,000	£400	£0	£0	£600	April 2021, April 2026, April 2031
Heritage Hall Total		£11,000	£1,660	£0	£0	£9,340	
Town Council Offices and Community Hall							
Internal Painting Walls & Woodwork	5-yearly	£7,000	£1,300	£0	£0	£5,700	April 2022, April 2027, April 2032
Sand and Wax Hall Floor	5 Yearly	£2,500	£500	£0	£0	£1,500	April 2023, April 2028
Replace High Level Ceiling Bulbs	Annual	£500	£1,500	£0	£0	£1,750	Each year
Ceiling Tile Replacement	As required	£500	£1,000	£0	£0	£3,000	As required
Town Council Offices and Community Hall Total		£10,500	£4,300	£0	£0	£6,200	
Old Fire Station Café							
Internal Painting Walls & Woodwork	5 Yearly	£2,500	£360	£0	£0	£0	April 2022, April 2027, April 2032
Old Fire Station Café Total		£2,500	£360	£0	£0	£0	
Grand Total		£37,500	£12,200	£22,834	£0	£32,329	

Martin Harding:
All contributions frozen until further expenditure undertaken as recent work has been undertaken.

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**CALCULATION OF COUNCIL TAX 2020/21 AS REQUIRED BY
SWANSCOMBE & GREENHITHE TOWN COUNCIL**

AGENDA ITEM 9
TC 11/12/19

Balance at Bank 1st April 2019	582,578
Plus Precept - 2019/20	426,806
Plus Section 136 - 2019/20	5,440
Plus Government Grant 2019/20	14,435
	<u>1,029,259</u>

Less probable expenditure 2019/20	500,750
Less reserve account	361,995
Less working balance	40,000
Less Earmarked from 2019/20 Balances	0
Available Balance	<u>126,514</u>

Estimated expenditure 2020/21	567,474
Less available balance	126,514
	<u>440,960</u>

Less Section 136	0
Less Government Grant	14,435
Total Amount Required	<u>426,525</u>

Martin Harding:
Report going to DBC Cabinet 5
Dec 2019

COUNCIL TAX CALCULATION

Basic rate for calculation as provided by Dartford Borough Council
4519.5 properties

Martin Harding:
Forecast 50 property increase

2019/20
4469.50

Band	2020/21				
A	£62.92				
B	£73.40				
C	£83.89				
D	£94.37	£95.49	-£1.12		
E	£115.35				
F	£136.32				
G	£157.29				
H	£188.75				
				Percentage	-1.17

Cost Centre 1 Public Lighting		2018/19 ACTUAL	2019/20 ESTIMATE PROBABLE	2020/21 ESTIMATE	2021/22 FORECAST	2022/23 FORECAST
Code	Description					
1	Supply & Maintenance	2500	2575	2575	2652	2814
3	Christmas Lighting	2700	3600	2500	3600	3819
4	Repairs	1000	1000	500	500	515
5	Long Term Financial Risks	0	1450	500	500	500
6	Long Term Maintenance	0	125	0	0	0
	Total Expenditure	6200	8750	6075	7252	7663
7	Miscellaneous Income	1	1	1	1	1
	Total Income	1	1	1	1	1
Total to Public Lighting Summary		6199	8749	6074	7251	7662

Cost Centre 2 Grove Car Park		2018/19 ACTUAL	2019/20 ESTIMATE PROBABLE	2020/21 ESTIMATE	2021/22 FORECAST	2022/23 FORECAST
Code	Description					
20	Rates	4075	4234	4234	4399	4758
21	Repairs & Maintenance	3000	1000	500	500	530
22	Long Term Financial Risks	0	2390	655	655	655
23	Long Term Maintenance	0	200	0	0	0
	Total Expenditure	7075	7824	5389	5554	5944
7	Miscellaneous Income	0	0	815	800	800
	Total Income	0	0	815	800	800
Total to Car Parks Summary		7075	7824	4574	4754	5144

Martin Harding:
Allowing for 2.5% increase and spinal point increases

Cost Centre 4 Parks Establishment		2018/19 ACTUAL	2019/20 ESTIMATE PROBABLE	2020/21 ESTIMATE	2021/22 FORECAST	2022/23 FORECAST
Code	Description					
40	Wages	101600	103600	101000	105000	110316
41	Equipment/Materials	43500	40000	37500	40000	42230
42	New Grounds Maintenance Equipment	0	0	0	0	0
43	Fuel	2500	2500	2500	2500	2639
44	Fencing	5000	5000	2000	5000	5279
45	Telephone	520	538	400	554	585
45	Vehicles	4750	2500	2400	2500	2639
47	Water Rates	1560	1607	1000	1030	1056
48	Gas / Electricity	2000	2060	2000	2060	2175
49	Playground Equipment & Maintenance	7000	5000	5000	5000	5150
50	Training	1500	1500	1000	1500	1584
51	Knockhall Changing Rooms	1100	500	500	500	528
52	Parks Works Area	750	750	750	750	792
53	Vandalism	750	1000	500	1000	1056
54	Trees	3000	3000	3000	6000	6335
55	New Recreational Facilities	0	0	0	2800	0
56	Unexpected/Emergency Works	1000	1500	1000	1000	1056
57	Long Term Financial Risks	5000	9125	10250	10250	10250
58	New Community Facility	0	0	0	0	0
59	Long Term Maintenance	0	0	0	0	0
	Total Expenditure	181530	180180	170800	187444	193700
66	Miscellaneous Income	1100	1000	1003	1000	1000
	Total Income	1100	1000	1003	1000	1000
Total to Parks Summary		180430	179180	169797	186444	192700

Martin Harding:
£3000 per year for 5 years for replacement tree planting

Martin Harding:
Contribution of £2000 for S/Park Sensory Garden and £800 for IP mini Sensory Garden

		2018/19 ACTUAL	2019/20 ESTIMATE	2019/20 PROBABLE	2020/21 ESTIMATE	2021/22 FORECAST	2022/23 FORECAST
Cost Centre 5 Swanscombe Park							
Code	Description						
70	Bowls Pavilion Maintenance	0	0	0	0	0	0
71	Long Term Financial Risks	0	3030	0	0	0	0
72	Long Term Maintenance	0	500	0	0	0	0
	Total Expenditure	0	3530	0	0	0	0
75	Bowls	3200	3302	3302	3371	3401	3503
	Total Income	3200	3302	3302	3371	3401	3503
Total to Parks Summary		-3200	228	-3302	-3371	-3401	-3503
Cost Centre 6 Knockhall Playing Field							
Code	Description						
80	Rates	141	146	146	152	156	161
81	Long Term Financial Risks	0	1200	500	500	500	500
	Total Expenditure	141	1346	646	652	656	661
85	Football	5026	5152	5700	5843	6018	6198
	Total Income	5026	5152	5700	5843	6018	6198
Total to Parks Summary		-4885	-3806	-5054	-5191	-5362	-5537
Cost Centre 7 Broomfield Sports Ground							
Code	Description						
90	Long Term Financial Risks	0	1400	0	0	0	0
91	Long Term Maintenance	0	500	0	0	0	0
	Total Expenditure	0	1900	0	0	0	0
95	Football	6000	5762	7500	5906	6083	6266
96	Cricket	1943	1992	1700	1743	1795	1849
97	Miscellaneous Income	0	0	100	0	0	0
	Total Income	7943	7754	9300	7649	7878	8114
Total to Parks Summary		-7943	-5854	-9300	-7649	-7878	-8114
Cost Centre 8 Churchyard - SP & SP							
Code	Description						
110	Maintenance	2000	5000	3000	3000	3090	3183
111	Long Term Financial Risks **	0	0	0	0	0	0
	Total Expenditure	2000	5000	3000	3000	3090	3183
	<small>** Included in Parks Establishment</small>						
Total to Parks Summary		2000	5000	3000	3000	3090	3183
Cost Centre 9 Other Projects							
Code	Description						
121	General Projects (inc Sum Etment)	13500	11500	10000	10800	11124	11458
124	Long Term Financial Risks **	0	0	0	0	0	1
	Total Expenditure	13500	11500	10000	10800	11124	11459
	<small>** Included in Parks Establishment</small>						
128	Miscellaneous Income	0	0	0	0	0	0
	Total Income	0	0	0	0	0	0
Total to Parks Summary		13500	11500	10000	10800	11124	11459
Cost Centre 10 Bus Shelters							
Code	Description						
130	Maintenance	750	1500	750	750	750	750
	Total Expenditure	750	1500	750	750	750	750
128	Miscellaneous Income	0	0	0	0	0	0
	Total Income	0	0	0	0	0	0
Total to Parks Summary		750	1500	750	750	750	750

Martin Harding:
RPI from Nov 2019 2.1%

Martin Harding:
Additional £800
contribution towards
Community Event

Cost Centre 19 Heritage Park
Code Description
 100 Maintenance / Rent
 104 Long Term Financial Risks
Total Expenditure

2000	500	500	4500	500	500
0	0	0	0	0	0
2000	500	500	4500	500	500

Martin Harding:
 Match funding for pond and improvement projects

Total to Parks Summary

2000	500	500	4500	500	500
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Cost Centre 11 Leisure Centre
Code Description
 146 Rates & Ins Rent - DBC
 155 GCLL Management Fee
Total Expenditure

27500	28573	28573	32187	33153	34148
57000	57000	57000	57000	57000	57000
84500	85573	85573	89187	90153	91148

Martin Harding:
 £2500 contribution to Bodystat machine

Total Income

0	0	0	0	0	0
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Total To Leisure Centre Summary

84500	85573	85573	89187	90153	91148
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Cost Centre 13 Squash Courts
Code Description
 200 Maintenance
 201 Long Term Financial Risks
Total Expenditure

500	500	250	500	515	530
0	0	0	0	0	0
500	500	250	500	515	530

205 Squash Income
Total Income

0	0	0	0	0	0
0	0	0	0	0	0

Total to Squash Courts Summary

500	500	250	500	515	530
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Cost Centre 14 Allotments

Code Description

210 Rents / Licences	245	245	150	245	252	260
211 Repairs / Maintenance	250	250	250	250	258	265
212 Water Supply	0	0	0	0	0	0
213 Long Term Financial Risks	0	2135	1000	1000	1000	0
Total Expenditure	495	2630	1400	1495	1510	525

218 Rent	1900	2335	2345	2685	3088	3551
Total Income	1900	2335	2345	2685	3088	3551

Total To Allotment Summary

	-1405	295	-945	-1190	-1578	-3026
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Martin Harding:
 15% increase. 10% standard fees increase along with 5% to equalise charges following the 25% allocated to the Allotment Association

Cost Centre 15 Administration

Code Description

230 Wages	134000	140000	137000	142000	146260	150648
231 Furn (F&F) & Equipment	750	1500	500	1000	1030	1061
232 Photocopier	1000	1000	1000	1000	1030	1061
233 Stationery, Advertising, Postage	2100	2300	2300	2300	2369	2440
234 Telephone / Internet	3400	3788	3600	3700	3811	3925
235 Mileage Allowance	500	515	400	412	424	437
236 Insurance	14106	15000	12770	13000	13390	13792
237 Subscriptions / Publications	4862	5008	5008	5158	5313	5472
238 Town Mayor's Allowance	1500	1500	1500	1500	1545	1591
239 Civic Reception	1500	1500	1500	1500	1545	1591
240 Chains of Office	250	250	250	250	258	265
241 Legal Fees	5000	6000	5000	5000	5150	5305
242 External Audit Fees	1300	1300	1300	1300	1339	1379
243 Internal Audit Fees	250	250	250	250	258	265
244 Local Funding	7000	7000	7000	2000	2000	2000
245 Miscellaneous	3000	6250	6000	8250	8498	8752
246 Election Expenses	2000	10000	8000	2000	2000	2000
247 Training	1500	1500	1000	1500	1545	1591
248 Member Training	1500	1500	1500	1500	1545	1591
249 IT Services	4500	6000	6000	4000	4120	4244
250 Handyman (including seasonal Park staff)	500	1500	1000	1500	1545	1591
251 Council Offices Building Maintenance	15000	20000	15000	20000	20600	21218
252 Water Rates	1332	1372	1000	1413	1456	1499
253 Gas	2403	2475	2475	2549	2626	2704
254 Electricity	11000	5216	5216	5372	5534	5700
255 Rates (NNDR)	21304	22135	22135	22998	23688	24399
256 Long Term Financial Risks	0	2500	2000	2000	2000	2000
257 Long Term Maintenance	0	2875	0	0	0	0
Total Expenditure	241557	270234	250704	253453	260877	268523

270 Photocopier Income	0	0	0	0	0	0
271 Miscellaneous	0	0	4000	0	0	0
274 Bank Interest	1000	2400	2400	2400	2472	2546
Total Income	1000	2400	6400	2400	0	0

Total to Administration Summary

	240557	267834	244304	251053	260877	268523
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Martin Harding:
 Allowing for 2.5% increase and spinal point increases

Martin Harding:
 £6000 continued into 2020/21 for youth service.

Cost Centre 16 Church Road Hall

Code Description

280 Wages	5100	5400	5000	5400	5562	5729
281 Repairs & Maintenance	1500	3500	1500	3500	3605	3713
282 Gas & Electricity	1000	1180	800	1215	1252	1289
283 Cleaning Materials	100	100	100	100	103	106
284 Furniture & Fittings	100	100	100	100	103	106
285 Rates (NNDR)	1235	1283	1283	1333	1373	1414
287 Misc Expenditure	125	125	125	125	129	133
288 Long Term Financial Risks	0	0	0	0	0	0
289 Long Term Maintenance	0	0	0	0	0	0
290 Telephone / Broadband	500	600	600	600	600	600
Total Expenditure	9660	12288	9508	12373	12727	13090

295 Hire Income	4500	3473	4350	3560	3667	3000
Total Income	4500	3473	4350	3560	3667	3000

Total To Community Halls Summary

	5160	8815	5158	8814	9060	10090
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Martin Harding:
 Allowing for 2.5% increase

	2018/19 ACTUAL	2019/20 ESTIMATE	2019/20 PROBABLE	2020/21 ESTIMATE	2021/22 FORECAST	2022/23 FORECAST
Cost Centre 17 Grove Hall						
Code Description						
301 Repairs & Maintenance	700	700	250	700	121	125
302 Gas & Electricity	100	100	100	100	103	106
Total Expenditure	810	810	360	810	234	241
315 Hire Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0
Total To Community Halls Summary	810	810	360	810	234	241
Cost Centre 18 Heritage Community Hall						
Code Description						
320 Wages	6200	6472	4500	0	0	0
321 Repairs & Maintenance	1800	1800	1000	0	0	0
322 Gas & Electricity	1653	1703	750	0	0	0
323 Cleaning Materials	195	195	50	0	0	0
324 Furniture & Fittings	500	1000	0	0	0	0
325 Rates (NNDR)	2349	2441	2000	0	0	0
326 Water Rates	667	667	350	0	0	0
327 Misc Expenditure	260	260	130	0	0	0
328 Long Term Financial Risks	0	0	0	0	0	0
329 Long Term Maintenance Requirements	0	0	0	0	0	0
Total Expenditure	13624	14538	8780	0	0	0
335 Hire Income	11000	12000	7000	11300	11639	11988
Total Income	11000	12000	7000	11300	11639	11988
Total To Community Halls Summary	2624	2538	1780	-11300	-11639	-11988
Cost Centre 20 Sports Pavilion						
Code Description						
340 Gas & Electricity	640	659	659	679	699	720
341 Water Rates	480	494	494	509	524	540
342 Maintenance & Cleaning Contribution	1750	1750	1750	1750	1803	1857
343 Rates	0	0	0	0	0	0
344 Building Insurance	1570	2025	1418	1418	1461	1504
345 Misc Expenditure	0	0	0	0	0	0
346 Long Term Financial Risks	17000	17000	17000	27000	27000	27000
Total Expenditure	21440	21928	21321	31356	31486	31621
350 Rent	17869	18441	18441	18828	18994	19564
Total Income	17869	18441	18441	18828	18994	19564
Total To Community Halls Summary	3571	3487	2880	12527	12492	12057
Cost Centre 21 Town Council Offices Community Hall						
Code Description						
360 Wages (Caretaker)	7500	7688	7688	7880	8117	8360
361 Repairs & Maintenance	420	420	420	420	433	446
362 Furniture, Fixtures and Fittings	100	100	100	100	103	106
363 Cleaning Materials	260	260	260	260	268	276
364 Miscellaneous	75	75	75	75	77	80
365 Long Term Financial Risks	0	4300	5000	5000	5000	5000
366 Long Term Maintenance **	0	0	0	0	0	0
Total Expenditure	8355	12843	13543	13735	13997	14267
** Covered in Administration budget						
370 Rent	31263	32045	36000	32045	33006	33997
Total Income	31263	32045	36000	32045	33006	33997
Total To Community Halls Summary	-22908	-19202	-22457	-18309	-19009	-19729

Martin Harding:
RPI from Nov 2019 2.1%

Martin Harding:
Allowing for 2.5% increase

Cost Centre 22 Old Fire Station Café

Code Description

380 Wages	18500	19240	18000	18720	19282	19860
381 Food/Supplies	4000	4000	4000	4000	4120	4244
382 F, F & Equipment (including leased equipt)	750	750	750	750	773	796
383 Advertising	100	100	100	100	103	106
384 Rates (NNDR)	1644	1708	1708	1775	1828	1883
385 Electricity & Water	1039	1070	1070	1102	1135	1169
386 Cleaning Materials	130	130	130	130	134	138
387 DBC Maintenance Service Charge	1500	1750	1750	1750	1803	1857
388 Telephone / Internet	750	1000	1000	1000	1030	1061
389 Maintenance	1000	1000	1000	1000	1030	1061
390 Miscellaneous (and DBC Insurance)	1325	1325	1000	1325	1365	1406
391 Long Term Financial Risks	0	0	0	0	0	0
392 Rent DBC	3000	5600	5600	5600	5768	5941
393 Long Term Maintenance	0	0	0	0	0	0
Total Expenditure	33738	37673	36108	37252	38369	39520

Martin Harding:
Allowing for 4.9% increase in line with expected national living wage

395 Café Income	11000	8000	13000	8000	8240	8487
Total Income	11000	8000	13000	8000	8240	8487

Total To Community Café Summary

22738	29673	23108	29252	30129	31033
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Cost Centre 23 Ingress Park Community Centre

Code Description

400 Wages	1000	6300	1000	6300	6489	6684
401 Repairs & Maintenance	500	1850	500	1850	1906	1963
402 Gas & Electricity	400	1600	400	1600	1648	1697
403 Cleaning Materials	250	1000	250	1000	1030	1061
404 Furniture & Fittings	1375	4000	1000	6700	6901	7108
405 Rates (NNDR)	650	2442	500	2442	2515	2590
406 Water Rates	200	650	150	650	670	690
407 Key Holder Security	200	800	200	800	824	849
408 Misc Expenditure	210	500	200	500	515	530
409 Long Term Financial Risks	0	1950	0	0	1950	1950
410 Long Term Maintenance Requirements	0	2350	0	0	2350	2350
Total Expenditure	4785	23442	4200	21842	26797	27472

Martin Harding:
£2700 for installation of a TC noticeboard outside

415 Hire Income	500	4000	2000	6000	7000	12000
416 Commuted Sum	13500	6000	13500	6000	6000	6000
417 Contingency Fund	0	7500	5000	5000	0	0
Total Income	14000	17500	20500	17000	13000	18000

Total To Community Halls Summary

-9215	5942	-16300	4842	13797	9472
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SUMMARY

Street Lighting	6199	8749	6074	7251	7454	7662
Car Parks	7075	7824	4574	4754	4945	5144
Parks	182652	188248	166391	189283	186702	191436
Leisure Centre	84500	85573	85573	89187	90153	91148
Squash Courts	500	500	250	500	515	530
Allotments	-1405	295	-945	-1190	-1578	-3026
Administration	240557	267834	244304	251053	260877	268523
Community Halls	-19958	2390	-28579	-2617	4935	143
Community Café	22738	29673	23108	29252	30129	31033
Total Expenditure	522858	591086	500750	567474	584132	592593

Total Expenditure

522858	591086	500750	567474	584132	592593
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Reserve Account - Earmarked Funds

General Reserves

FRA Reserves

£5,000 Sports Pavilion Bond	£40,964	11/12 FRA
£1,000 Bowls Pavilion Bond	£54,065	12/13 FRA
£3,750 Sports Pavilion Bond	£94,943	13/14 FRA
£1,250 Sports Pavilion Bond	£14,020	13/14 LTM
	£74,823	14/15 FRA
	£6,423	14/15 LTM
	£79,063	15/16 FRA
	£13,283	15/16 LTM
	-£4,868	16/17 FRA
	£1,820	16/17 LTM
	£575	17/18 FRA
	-£1,965	17/18 LTM
	-£17,576	18/19 FRA
	-£4,576	18/19 LTM

£11,000

£350,994

Total in Reserve Account

£361,994

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25 OCT 2019

Swanscombe and Greenhithe Town Council
 Mr G Blew
 The Town Council Offices
 The Grove
 Swanscombe
 Kent
 DA10 0GA

Please ask for: Mark Aplin
 Direct Line: (01322) 343202
 Direct Fax: (01322) 343047
 E-mail: Mark.aplin@dartford.gov.uk
 DX: 142726 Dartford 7

Your Ref:
 Our Ref:

AGENDA ITEM
 T/C 11/12/19 **10**

Date: 22nd October 2019

Dear Mr Blew,

**RE: Dartford Community Infrastructure Levy: Duty to pass CIL to local councils
 CIL Regulations 2010 (amended) Regulations 59A to 59D**

Dartford Borough Council implemented the Community Infrastructure Levy for development in the Borough from 1 April 2014. All new development which incorporates new floorspace or creates a new home is liable to CIL, subject to the development type and rates set in Dartford's Charging Schedule; and provisions in national regulations.

The Council is required to pass on a proportion of CIL receipts to town and parish councils that have been received from chargeable development in their area. This will be 15% of the total applicable CIL receipts up to a maximum of £100 (indexed) per dwelling within your Council's area.

I am writing to inform you that CIL payments were received by the Borough Council during the period 31st March to 1st October 2019, for developments within your parish at: land at Craylands Lane/ London Road. Therefore a local proportion of £61,771.82 will be transferred to Swanscombe & Greenhithe Town Council. The payment will be paid directly into your account shortly.

Government guidance requires: *"The parish council must use the CIL receipts passed to it to support the development of the parish council's area by funding the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on the area."*

The CIL regulations provide the ability for the parish council to agree priority projects with the Borough Council so that the parish proportion is used to support the funding of 'larger' infrastructure that the town council itself may not normally directly deliver (where it supports development within the parish area). Please contact me if you would like to discuss the overall infrastructure delivery programme within the Borough, and the potential for the Parish Council to us this funding to back and achieve shared priorities within the parish.

→ Please note any unspent money must be returned to Dartford Borough council after five years. ← *

Would you please bring this letter to the attention of your Chairman.

Yours sincerely

Mark Aplin



27 November 2019.

Government guidance sets out that Parishes should work closely with the charging authority (in this case, Dartford Council) to agree on infrastructure spending priorities. There is no legal requirement to fund shared priorities but a strong government direction to engage positively in doing so.

In Dartford, the view has been expressed that there is a particular imperative to do so. This is because of the high levels of growth, the need for major items of infrastructure to support this growth and an understanding that the Council's CIL will not be sufficient to fund all the required infrastructure. Other sources of funding will be needed to contribute to the funding of the infrastructure. Parishes which are experiencing high levels of growth will usually also receive high levels of CIL funding. The Council wishes to work collaboratively and agree on priority infrastructure which is critical to people living in the area and would, therefore, likely be seen as a priority by both the Parish and Dartford Council. This might be items like schools and GP surgeries. But it also allows for Parish Councils to set out their strategic priorities to Dartford Council for consideration as to whether funding could be combined.

Unfortunately, there is currently no CIL Lead Officer in post, as we have not been successful in recruiting to the outgoing Officer but I hope we are able to fill this post shortly. This will allow for fuller engagement with Parish Councils.

Swanscombe and Greenhithe is fairly unique because although there is much housing coming forward at Eastern Quarry and Ebbsfleet Green currently, the planning applications predate CIL. The S106 Agreements related to the planning consents provide for the essential infrastructure including schools, health facilities and green space.

As regards your question as what happens to Parishes that have spent on their own individual projects, there is nothing to stop them doing so but it may result in a missed opportunity because pooling funds can result in a greater benefit through provision of vital infrastructure. However, Parishes should be aware that if their CIL receipts are not used in accordance with the regulations relating to use of the monies and timing of the spend, regulations set out that the Borough Council can take steps to recover all or some of the CIL monies.

I hope that answers your query. Please let me know if you have any further questions.

Kind regards

Teresa

Teresa Ryszkowska
Head of Regeneration

339/19-20. **COMMUNITY EVENT WORKING GROUP.**

Further to the formation of the Working Group (minute 213/19-20) a vacancy had arisen and members were asked to fill this position. The current membership is:

- A. Councillor Emma Ben Moussa
- B. Councillor Lorna Cross
- C. Councillor Lesley Howes
- D. Councillor Peter Harman
- E. **Vacancy**

Members agreed to defer this item to full Council to consider the vacancy.

Recommended: That the item be deferred to full Council to consider the vacancy.

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AGENDA ITEM 12

T/K 11/12/19

From: Rob Swain
Sent: 26 November 2019 14:19
To: Graham Blew
Subject: RE: Deferred : Enquiry: Scale of Charges 2020

Hi Graham – sorry for the slight delay but we have been trying to establish the prices at Fairfield for you.

Attached is Draft 2 of the Scale of Charges with the competition analysis included for Fairfield. There are some surprising contrasts which I am sure you will pick up on but it would appear that we are certainly competitive.

I can confirm that we do not have a Residents Only membership scheme in Gravesham. What we are proposing to SGTC is unique to our pricing structure and one that I am confident will be a successful benefit to the local residents.

In terms of competition, I tend not to worry too much about competition as GCLL focus' its attention on providing our users with their needs and if we get that right then our performance will look after itself. What I tend to find is that other similar providers/competitors worry about what GCLL is doing as opposed to the other way around. It is inevitable that GCLL will continue to have competition for its services and we have done for many years now and have successfully continued to grow, that's not to say that we do not keep a close eye on any development, particularly that of the Ebbsfleet Garden City.

I hope this helps, but please do not hesitate to come back to me with any further questions.

Kind regards,

Robert Swain
Managing Director

Gravesham Community Leisure Limited
Head Office
www.gcll.co.uk



	2017	2018	Current	Proposed	Increase		Competition Analysis										
			2019	2020	£	%	Strood	White Oak	Maidstone	Larkfield	Meopham	Fairfield					
Non Membership																	
Junior/60+	1.30	1.30	1.30	1.30	0.00	0.00%	1.70	1.20	1.00	1.40	NA	NA					
Adult	1.90	1.95	1.95	1.95	0.00	0.00%	2.20	2.10	2.00	2.50	NA	NA					
Sports Hall																	
Badminton																	
Junior/60+	6.70	6.70	6.90	7.00	0.10	1.49%	9.40	7.15	6.70	5.80	9.70	12.80					
Adult	8.30	8.50	8.70	9.30	0.60	6.80%	9.40	14.30	10.70	11.60	9.70	12.80					
Table Tennis																	
Junior/60+	4.70	4.80	4.95	5.00	0.05	1.01%	9.30	5.30	NA	5.80	NA	12.80					
Adult	6.70	6.90	7.10	7.20	0.10	1.41%	9.30	7.50	6.80	11.60	NA	12.80					
5-a-side Soccer etc	40.00	42.50	44.00	46.00	2.00	4.55%		57.20		56.00	52.00	58.00					
Health and Fitness																	
Induction - Adult/60+	25.00	25.00	25.00	25.00	0.00	0.00%	17.00	20.50	16.00	25.00	25.00	25.00					
Induction - Junior	15.00	15.00	15.00	15.00	0.00	0.00%	17.00	20.50	10.00	10.00	19.00	NA					
Junior/60+ Gym (casual use)	5.60	5.80	6.70	6.80	0.10	1.75%	8.00	5.60	5.30	6.50	4.95/5.80	4.60					
Adult Gym (casual use)	7.10	7.20	7.40	7.60	0.20	2.70%	8.00	8.50	7.85	11.00	8.75	9.30					
Aerobic Classes	7.10	7.20	7.40	7.60	0.20	2.70%	6.60	6.65	6.70	6.50	7.80	8.15					
Monthly Direct Debit																	
Single	43.95	43.95	43.95	44.95	1.00	2.28%	39.95	50.50	42.95	46.00	42.95	60.00	NUFFIELD	SNAP	ANYTIME		
Joint (re-introduced 2019)	82.00	82.00	84.00	86.00	2.00	2.38%	69.95	82.50	85.90	92.00	NA		68.00	39.99	42.95		
Saver (Concessionary)	18.50	18.50	19.00	19.50	0.50	2.63%	NA	34.25	NA	35.00	NA	35.00					
Saver+ (50+) delete but honour existing	37.95	38.50	38.50	39.50	1.00	2.60%	NA	NA	NA	NA	NA						
Saver+ (60+)	35.95	35.95	36.95	37.95	1.00	2.71%	15.40	34.25	NA	36.00	32.95	35.00					
Teen (16 - 17 yrs)	23.25	23.25	23.75	23.75	0.00	0.00%	NA	26.25	NA	18.00	NA	29.00	54.00				
Fit Kid (12 - 15 yrs)	18.25	18.25	18.75	18.75	0.50	2.74%	12.00	26.25	20.95	15.00	16.95						
Corporate	39.50	39.50	39.50	39.75	0.25	0.63%	NA	34.25	42.95	NA	NA						
Student	33.25	33.25	33.25	33.25	0.00	0.00%	26.00	34.25	42.95	36.00	30.95	29.00					
Phase 4 Scheme/Medical	31.95	31.95	31.95	32.95	1.00	3.13%	NA	29.50	NA	NA	NA						
12 Month Contract - Single	39.75	39.75	39.75	40.25	0.50	1.26%	NA	42.50	37.95	37.95	37.95	51.00					
12 Month Contract - 60+	32.50	32.50	33.50	34.00	0.50	1.49%	NA	NA	NA	20.95	34.00						
Swanscombe Only - Resident (New)				34.95								42.00					
Coaching																	
Tumble Tots	3.20	3.25	3.25	3.35	0.10	3.08%	3.40	4.70	4.30	3.6/4.80	4.95	5.20					
Dry Coaching Sessions	4.50	4.55	4.65	5.25	0.60	12.90%						27.50 pm					
Bizz Kids Holiday Club	New Activity with Pricing to be agreed																
Creche	2.80	2.60	2.60	2.80	0.20	7.69%	NA	NA	4.55	4.60	3.70	NA					
Private Children's Party			250.00	260.00	10.00	4.00%	NA	NA	130.00	200.00	NA	130.00					Max 30 children
Centre Membership																	
Adult	47.50	48.00	48.00	49.00	0.00	0.00%	45.10	55.00	37.95	50.00	NA	NA					
Junior	30.00	32.00	33.00	33.00	0.00	0.00%	23.40	25.00	19.95	25.00	NA	NA					
60+	30.00	32.00	33.00	33.00	0.00	0.00%	23.40	25.00	13.95	25.00	NA	NA					
Family - 2 adults and up to 2 children	75.00	79.00	82.00	82.00	0.00	0.00%	64.60	99.00	115.80	100.00	NA	NA					
Additional Child	15.00	15.00	15.50	15.50	0.00	0.00%	NA	NA	NA	25.00	NA	NA					
Local Residents - Adult	17.00	18.00	18.50	19.00	0.50	2.70%											
Local Residents - Junior/60+	13.00	14.00	14.50	15.00	0.50	3.45%											
Social Functions																	
Main Hall (per hr)	70.00	75.00	75.00	77.00	2.00	3.33%	79.80	85.80	57.00	56.00	52.00	NA					
Disability/Concessionary (Low Income)																	
Gym	4.90	5.00	5.10	5.30	0.20	3.92%	3.40	8.50	3.75	6.00	NA	NA					
Aerobic	4.90	5.00	5.10	5.30	0.20	3.92%	3.40	6.85	3.75	5.00	NA	NA					
Badminton	6.20	6.30	6.40	6.60	0.20	3.12%	NA	14.30	6.70	5.80	NA	NA					
Table Tennis	3.70	3.80	3.90	4.10	0.20	5.13%	NA	7.50	NA	5.80	NA	NA					



KALC NEWS

October 2019

See You at Our Annual General Meeting!

Councils should have all received their papers for our keynote event in the last few days. The papers are also available for download from the Members Section of the KALC website. The KALC Annual General Meeting will take place at Ditton Community Centre on Saturday 30 November 2019.

We look forward to seeing as many of you as possible from our member Councils. You are reminded that you can send a maximum of two voting representatives to the Day.

Our Meeting is very kindly supported by Came and Company, Local Council Insurers and thanks is due to them for providing all our catering needs on the day. We will have our usual exhibition stands including Kent Highways and Kent Fire and Rescue Service, Came and Company, and Cantium. We are also pleased to welcome the Environment Agency and The South East Coast Ambulance NHS Trust (SecAMB) We look forward to welcoming our guest speakers to the event:

- David Astley OBE, Chair of South East Coast Ambulance Service (SECamb) who will discuss the challenges facing a modern Ambulance Service in the South East.
- Our second speaker was to be Tracey Crouch, MP for Aylesford, who was to talk on the subject of loneliness and social isolation. However, because of the upcoming General Election, Tracey will not now be able to attend. We are currently lining up another speaker, and will let members know in due course once confirmed.

Please let us know in due course whether you will be attending by emailing Laura Dyer at the following email address: manager@kentalc.gov.uk by 12 November please.

Your October News...

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Learning and Development at KALC

Members will be aware that we have been running our very popular Dynamic Councillor events throughout the summer and autumn months. These are now coming to a close but we still have a few dates available for booking if you haven't attended. The sessions are an informal but professional presentation and workshop that provide new and returning councillors with best practice tools for their role.

We have had excellent feedback for the present roll out of events, which have been at a reduced price to encourage as many newly elected councillors to attend. The remaining events are charged at a very reasonable £50 plus VAT (£60 Inc.)

The session consists of light refreshments beforehand at registration, followed by a three hour Training module and workshop.

Here are our remaining dates:

- ◇ Saturday 9th November – Kings Hill Community Centre. 1300hrs to 1630hrs. [Click to book](#)
- ◇ Tuesday 12th November - Langton Green Sports Pavilion, Speldhurst. 1800hrs to 2130hrs
SOLD OUT
- ◇ Saturday 23rd November - Lenham Community Centre. 0900hrs to 1230hrs [Click to book](#)
- ◇ Thursday 5th December - Cranbrook and Sissinghurst. 1300 hrs to 630hrs [Click to book](#)
- ◇ Monday 16th December 2019 - New Romney Town Council, Assembly Rooms. 1800hrs to 2130hrs [click to book](#)

Our Upcoming Events...

Here are a few highlights for the winter events season that you might like to explore further:

- ⇒ Introducing Allotment Law and Management. 9 January 2020 at Lenham Community Centre
- ⇒ Web Accessibility Workshop. 20 January 2020, Teynham Village Hall
- ⇒ Web Accessibility Workshop. 24 January 2020. Ditton Community Centre

All of our events can be booked, online, by visiting our Events webpage here:

https://www.kentalc.gov.uk/Training_and_Events_21677.aspx

Calling All Clerks... Time for CiLCA

Our clerks will be aware that the Certificate in Local Council Administration, also known as the CiLCA, is the gold standard to achieve in terms of relevant qualification. We offer clerks the opportunity to attend three dedicated sessions that will hopefully enhance the quality of the submitted portfolio.

We generally begin the sessions in early Spring, and we like to have an idea as to how many of you are embarking on the course. There will be an email from our booking system in the near future asking for information from those who wish to be included.

Look out for it and complete the details so that we can contact you accordingly to register your interest.

Our Transport Conference: A New Departure!

KALC was delighted to host its first Transport Conference on Saturday 26 October.



Conference was a clear indication that it is an important subject for our communities. There were some interesting updates from Kent County Council, but we were also offered some good alternative transport ideas from other speakers, and some "good news" stories from our Councils.

If you were there, we were pleased to see you! One thing is certain: this is a story that will continue to run. Transport in Kent is one of the most important subjects that have a day to day effect on every community. We will keep you updated at every opportunity.

Since the Conference, transport plans for Brexit have altered again in our county, and Operation Brock has been dismantled for the time being.



Richard Knox-Johnson from CPRE Kent speaks to delegates on air pollution

However, the situation regarding transport in Kent continues and the

Health and Wellbeing: a welcome conversation.



It is clear that health and wellbeing is a slogan for our times. KALC is at the forefront

of promoting health and wellbeing both in our communities and our workplaces.

We have supported the national and local initiatives regarding health in later years, but we have also worked with our friends at Kent Fire and Rescue

Service to encourage the use of their "Safe and Well" scheme amongst other projects. Likewise, the push for wellbeing in the workplace is equally relevant. With this in mind, we will be launching a new Conference on the subject.

We have a firm date of Thursday 6 February 2020 so please save the date in your diaries now.

In the new year, we will be

looking into running some smaller workshops on related subjects which will have a familiar resonance with some of our communities. Look out for those too on our website and our Eventbrite system when you see our information flyers in your Inbox!

News from Our National Association...



The National Association of Local Councils (NALC) held its Annual Conference at the Double Tree by Hilton Hotel in Milton Keynes on 28 and 29 October 2019. Our County Association was well represented at the event. Our delegation consisted of Terry Martin (CEO KALC), Sarah Barker (Chairman KALC) and Richard Parry (KALC representative on NALC National Assembly). NALC was delighted to welcome HRH The Princess Royal to the Conference who spoke on her interest in local communities. Cllr Barker was able to meet her at the session as you can see from this picture :



The Princess Royal meets Cllr Mrs Sarah Barker, Chairman, KALC, at the NALC Annual Conference

send our congratulations to her.

The Conference launched its new "Reaching Out" campaign which is in collaboration with the Local Government Association. Loneliness in Britain is fast becoming recognized as one of society's greatest challenges, and the new "Reaching Out Guide" has been produced to help combat it.

Loneliness is hard to quantify, but it does indicate the health of our society. With the big push on Health and Well Being, the guide could not have come to fruition at a better time.

The Reaching Out Guide is available for download from the NALC website here:

<https://www.nalc.gov.uk/news/entry/1325-nalc-and-lga-launch-new-guide-to-tackle-loneliness>

The Star Council Awards also took place at the Conference. The winner for this year was Woughton Community Council which is in Milton Keynes, and does much to enhance and serve its diverse community. This includes the establishment of a well used Community Kitchen and Community Fridge which provides much needed provisions to those who may not otherwise benefit from a hot meal at home.

Kent's own Linda Larter MBE, from Sevenoaks Town Council, came runner up in the Clerk of the Year category, and we

Kent County Council Updates



Have your say on the transport strategy for the south east

The views of residents are being sought for a consultation on the draft transport strategy for the south east. Produced by Transport for the South East (TfSE), a partnership of local authorities, business groups and transport bodies, it has been formed to speak with one voice on the region's transport priorities.

The ambitious 30 year plan seeks to more than double the south east's economy, create half a million new jobs, reduce congestion, cut carbon emissions and boost air quality.

KCC Cabinet Member for Highways and Transportation Michael Payne said: "Kent's transport network faces unprecedented demand, as does the whole of the south east of England. "In response, all the transport authorities from here to Hampshire, including Medway and the Isle of Wight, have worked in partnership since 2017 to set out an agenda for transport priorities and for government funding.

"Our region has an economic output greater than that of Scotland, Wales and Northern Ireland combined and second only to London itself, yet our transport priorities have not been able to keep pace.

"The south east is a region where people want to live, work, study and visit. We want it to stay that way, but it can't just be growth at any cost.

"Transport is the single biggest contributor to UK greenhouse gas emissions and is the only sector where at present this continues to grow.

"This must change. Investing in better

public transport, harnessing new technologies and more joined up planning between transport, jobs and housing are all elements of TfSE's strategy to create a better, more prosperous and more sustainable south east.

"If we get this right the prize is huge, both for governments and taxpayers, as well as for everyone who lives and works in the south east."

To read Transport for the South East's draft transport strategy and take part in the consultation, visit www.tfse.org.uk/transport-strategy

The deadline for responses is **10 January 2020**

Kent County Council Updates



Kent Highways Updates:

20 IS PLENTY...

"Following new government's research on 20mph speed limits, Kent County Council is reviewing how and where it will implement new schemes. To date, Kent has more than 1,000 roads with a 20mph zone or limit. In the past two years, 22 different schemes covering over 250 roads have been put in place.



Kent Highways adopt a case by case approach rather than a blanket approach of where and when 20mph schemes are introduced. A two-stage approach is proposed, starting with ensuring there is strong community support.

This will be done by either the town/parish council/residents' group who will seek local views. They will also secure a scheme "sponsor" such as a county councillor/parish or town council/ or a member of their local Joint Transportation Board. Following technical and safety approval, the scheme will be appraised against a list of local factors, such as whether it will help

vulnerable road users around community centres, schools or shops.

To test success, KCC intends to monitor a series of schemes to determine the effectiveness of alternative traffic calming measures at locations where the prevailing road speeds are between 24mph and 28mph. Using speed surveys and feedback from local residents, the success of a scheme can then be considered. It will be hugely valuable and informative to see the impact that various measures will have on speeds around the County (from gateways to chicanes).

If you would like to promote a new 20mph speed limit there must be demonstrable community support for a defined scheme and officers will need speed and traffic count data to assess the measures that may be required in order to implement a compliant and safe speed limit. We can arrange surveys for you, but they are chargeable - we may hold some existing data, but this would need to be checked against the specific roads in question.

Local requests for 20mph schemes need to be assessed against our *Casualty Reduction Programme*, *Active Travel Strategy* and other related schemes and available data. They also need to be tested against local opinion, as objections are often revealed when schemes progress to implementation."

Kent County Council Updates



Kent Highways Updates:

Working better together with our local communities

Kent Highways want communities to have a greater voice in prioritising the road safety measures we need to take and to be more responsive to community needs. At the same time, we need to balance requests with the money we have available to spend, making sure our investment has the most impact in making roads safer for all users.

Local communities are best-placed to tell us about the road safety issues in their areas and, through the collaboration between local Members and parish and town councils, this can provide us with a clear view about the local priorities we should be addressing.

Managing requests for improvements and changes

We would encourage parish and town councils, working with their local KCC Members, to develop a **Highways Improvement Plan** for their areas. A HIP is essentially a prioritised list, a longer-term plan perhaps, something whereby the Parish or community group can order and focus their concerns and seek to systematically address them. The plan gives parish and town councils the opportunity to decide which community priorities they want to take forward.

Given the finite KCC highways budget, not all priorities will be able to be funded. However, the Kent Highways team can discuss the problems and provide technical advice for the best way to deliver improvements and provide estimates for the costs in many cases. Using this information, parish and town councils can determine whether they can provide

funding for these priorities and, working with Kent Highways, deliver them.

Benefits

Communities not only have a voice on the road safety improvements that are delivered in their areas, but they also have control over determining these and taking them forward

There is greater transparency of road safety improvements in local areas through local Highways Improvement Plans

Highways, Members and parish and town councils have a more productive relationship

Highways staff have more time to work proactively with local communities in delivering these improvements

Together we hope that we can develop a proactive and collaborative working relationship together.

Kent Highway representatives will be available to discuss any of this at the up and coming Parish Seminars that are taking place on:

- Wednesday 13
November Canterbury Cricket Ground
- Thursday 14 November St Augustine's, Westgate on Sea
- Wednesday 20 November
Salomon's Estate Tunbridge Wells
- Thursday 28 November Ditton Community Centre

Kent County Council Updates



Kent County Council would like your views before it considers how to set its Budget for 2020 – 21. You can do so by following this link :

<https://kccconsultations.inconsult.uk/consult.ti/DraftBudgetStrategy202021/view?objectID=6002787>

The deadline for response is 25 November 2019

Kent County Council provides a huge range of essential services to the people of Kent, spending over £1.5 billion each year. The government's settlement for next year assumes modest increases in Council Tax together with some additional grants. This will mean that Kent will have additional funding, however, these increases are still likely to be insufficient to fully fund the rising costs of council services.

Winter: Never Too Early To Be Prepared...



Kent County Council Highways has a well established winter service for its road and highways networks. The service

has been practicing over the recent weeks, and making sure that its gritting vehicles (all sixty four of them) will be ready for the harshest of winters, even if that never happens.

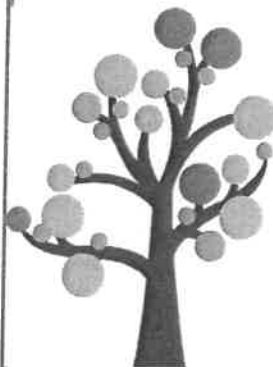
Make sure that your community is up to

speed on any resilience plan you may just need to implement, and that your websites, noticeboards and so on are up to date with relevant emergency information.

For the latest news on the Winter Service, check here:

<https://www.kent.gov.uk/roads-and-travel/what-we-look-after/winter-service>

Pocket Parks...your chance to revive a green space



Thousands of people are set to benefit from new pocket parks or the revival of rundown green spaces as Communities Secretary Robert Jenrick launched a £1.35 million fund on 27 October 2019

Championing the crucial role parks and green spaces play at the heart of our communities, Mr Jenrick opened bidding for the Pocket Parks Programme, which helps support communities to transform unloved, neglected or derelict urban spaces into new green spaces.

Community groups can now bid for new parks or reimagined spaces that will be used for everything from children's play areas, to vegetable patches and community events, benefiting the mental and physical health of people who use them.

Communities Secretary Rt Hon Robert Jenrick MP said:

"We want to improve the mental and physical health of local people by providing a sustainable and affordable sanctuary away from the hustle of urban life.

That's why we have launched this fund to encourage projects led by community groups to renovate parks and encourage community activities of all kinds.

Establishing more Pocket Parks is part of our wider ambition to ensure that communities have a real sense of identity and place, and that everyone has the opportunity to enjoy green spaces nearby. This government is determined to protect our nation's parks for future generations to enjoy."

Funded projects will be led by community groups, in partnership with local authorities, to refurbish parks and encourage community activities. Those wanting to develop new parks can bid for up to £15,000. While up to £25,000 is available for plans to refurbish existing parks.

Parks Minister Lord Younger said:

"Parks and green spaces are a key asset in towns and cities up and down the country and provide great value to our communities.

The Pocket Parks Programme has seen great success in supporting community-led groups to take over neglected and derelict spaces for the whole community to use.

Our ambition is to extend its transformative effect with a further round of the pocket parks programme and ensure parks and green spaces remain at the heart of our communities. It is now for community-led organisations to take the lead and encourage everyone to apply.

This latest action forms part of the government's ambition to ensure that communities have a real sense of identity and place, and that everyone has the opportunity to enjoy green spaces nearby."

Further details on the scheme can be found by visiting this link: <https://www.gov.uk/government/news/vibrant-new-parks-set-to-benefit-communities-with-government-funding>

Making it easier to get in touch

In an **EMERGENCY** only call

999

when life is in immediate danger or when a crime is in progress



ONLINE

The easy way to report crime



Go to www.kent.police.uk/report

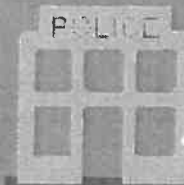


Report a crime, incident or non-injury collision in minutes



Receive your confirmation email and reference number immediately

Front counters – Report to your nearest front counter



You can report issues to one of our front counters. To find your nearest one visit our website.

www.kent.police.uk/your-area

Crimestoppers – You can give information anonymously

Crimestoppers.

0800 555111

24/7 Anonymous Helpline



- We are not the police
- Nobody will know you have helped us
- We pay cash rewards of up to £1,000

www.crimestoppers-uk.org

Reporting hubs – Another way to report hate crime

You can visit one of our reporting hub drop-in surgeries based in Medway.

You don't need an appointment (in most cases) and will be given advice and support by a trained team member.



www.kent.police.uk/advice/hate-crime

ActionFraud

Report Fraud & Internet Crime

actionfraud.police.uk

ActionFraud is the UK's national fraud and cyber crime reporting centre.

Report 24/7
actionfraud.police.uk

0800 123 3040
Mon-Fri 9am to 5pm
Sat & Sun 9am to 1pm

Ask the Police – Your policing questions answered

No need to phone. Get an instant answer online

Browse the **A to Z** question list



www.askthe.police.uk

True Vision – hate crime or incidents and how to report it

#0#11

- find out what hate crimes or hate incidents are.
- find out about the ways you can report them.
- report using the online form.
- find information about people that can help and support you if you have been a victim.

www.report-it.org.uk/home

Country Eye – Helping to keep the Kent countryside safe



Snap a photo of the suspicious behaviour, incident or concern.

Receive updates and alerts on the incident you submit.

Tell us where you are or use your phone's built in GPS location.

www.countryeye.co.uk

What about nuisance or environmental issues?

You should contact your local council about general issues in your area like:

- Dog fouling
- Abandoned vehicles
- Dumping and fly tipping
- Vandalism of public property

www.gov.uk/find-your-local-council

101

Call 101 to report crime and other concerns that do not require an emergency response

For example:

- stolen car
 - property damaged
 - suspected drug use or dealing
- Or:
- give information about crime
 - have a general enquiry



Contact the Police and Crime Commissioner Matthew Scott

- Write to PCC, Kent Police HQ, Sutton Road, Maidstone, ME15 9BX
- Call on 01622 677055
- Email contactyourpcc@pcc.kent.pnn.police.uk
- Twitter @PCCKENT
- Visit the website www.kent-pcc.gov.uk



Dear KALC Members,

The Kent Police Citizens in Policing Department would like to promote our numerous volunteer strands to you and to your residents. The volunteer roles listed below will be of interest to you all and will provide additional coverage and resilience to the policing of your towns, parishes and rural areas. Below is a list of all current volunteer strands under the department. All applicants for volunteer roles must be 18 or over (aside from Volunteer Police Cadets which is 13 to 17 years of age).



Special Constabulary (SC) – We are currently focussed on promoting this role to a more mature demographic of the population. We have seen an uptake in numbers of older people wishing to get involved. We fully support this and see it as an opportunity to gain the advantage of valuable life, vocational skills and experience. As fully trained and warranted officers of the law you will have the opportunity to become involved in all aspects of policing and assist us provide a first class service protecting and serving the people of Kent. 16 hours minimum per month (4 hours per week). Full training and access to police systems, uniform and kit provided, mileage paid for costs incurred. Fitness test and vetting required.

Community Policing Volunteer (CPV) – launched at the beginning of 2018 with the Community Policing Volunteer – Police Community Support Officer (PCSO) role, this voluntary role has now expanded into nine sub strands – PCSO / Equine / Joint Response Unit / Neighbourhood / Security / South East 4x4 / Aviation / Coastal and Cadet Leader, which cover multiple aspects of policing and incident response. CPV strands can be uniformed (role dependent) with a minimum 16 hours per month (4 hours per week) contribution, mileage paid. Relevant training and access to Kent Police systems will be given for appropriate roles.

- **PCSO**– a uniformed volunteer role providing a community support and engagement function
- **Equine** – a uniformed horseback rural community engagement / intelligence gathering role
- **Joint Response Unit** – a joint service uniformed incident responsive medical emergency role
- **Neighbourhood** – a non-uniformed local community assistance and contact role
- **Security** – an incident first responder role for those working in the retail & security industry
- **South East 4x4** – an incident response role supporting emergency services on Kent's roads
- **Aviation** – qualified pilots providing incident based air support and reporting for Kent Police
- **Coastal** – non-uniformed reporting function for coastal incidents and UK national security
- **Cadet Leader** – providing guidance and support to inspire / develop our Kent Police Cadets

Security, SE4X4 & Aviation require membership/qualification or employment in a relevant field to take part. The Equine role is for horse owner/riders only. PCSO & JRU roles are the only CPV roles which require a fitness test.

Police Service Volunteer (PSV) – These non-uniformed administration support volunteers are



hugely beneficial to the service and support our internal departments. PSV's are imbedded in virtually every department in the service and across the entire county. The Professional Standards Dept., Community Safety Units, Serious Fraud, Criminal Investigations Dept., and Missing & Child Exploitation Teams all benefit from their assistance with PSV's using

their previous vocational skills to make a difference. Minimum 16 hours per month (4 hours per week), IT training provided and mileage costs paid.

Volunteer Police Cadets (VPC) – The VPC programme provides development in responsible citizenship for 13-17 year olds through activities to support the community. This role is fully inclusive and VPC's assist at events and patrol with warranted officers during operations. This highly sought after young person's role is currently recruiting in Ashford, Canterbury, Dover, Gravesend, Medway, Sittingbourne, Swanley and Thanet. Full uniform, regular developmental training sessions at weekly cadet meetings. £10.00 sub required from each cadet to contribute towards events that benefit the cadets directly.

To find out more about these roles please go to –

<https://www.kent.police.uk/police-forces/kent-police/areas/kent-police/c/careers/volunteer-roles/>

Or contact PC Graham Cheyne of the Citizens in Policing Department on 12654@kent.police.uk

In Your Neck of the Woods...Stories from our Parishes and Towns



Swanscombe and Greenhithe Town Council was delighted to have raised over £200 for its Macmillan Coffee Morning at the end of September. The event took place in the Council's Community Café (<https://www.facebook.com/oldfirestationcommunitycafe/>) and was a great success for all concerned. The picture here shows the Town Mayor, Cllr Peter Harman with Cllr Anita Barham, one of the councillors of the town.

A good cause of course, and a wonderful community effort.



Addington is a small Parish Council that can be found in between Wrotham Heath and West Malling. As you might expect, a small parish relies heavily on volunteers to get things done! The village has a recreation ground, and the original playground desperately needed an overhaul. The Parish Council stepped in to help with the fundraising for it, and eventually was able to donate a substantial amount through careful financial planning and so on. The result was a brand new play area that is suitable for children of all ages.

Addington: A Big Addition for Small People!

The official opening took place on 13 October. Cllr Roger Roud, Deputy Mayor of Tonbridge and Malling Borough Council was in attendance as was the Deputy Mayoress Mrs Pam Roud.

Everyone agreed it was a very welcome addition to the community...especially the children who wasted no time in using it to play on!



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