

AGENDA ITEM 3

TOWN COUNCIL
11 JULY 2019

T/C 9/10/19

MINUTES of the MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 11 JULY 2019 at 7.00 PM

PRESENT: Councillor Lesley Howes – Deputy Town Mayor in the Chair
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Lorna Cross
Councillor Ann Duke
Councillor Peter Harris
Councillor Jay Shah
Councillor Maurice Weet

ALSO PRESENT: x 5 Members of the public
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor Dr Jo Harman

138/19-20. 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.

139/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' Linda Hall, John Hayes and Peter Harman.

140/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor Emma Ben Moussa declared a prejudicial interest in agenda item 12, Request to use Broomfield Park, as she was one of the applicants...

Councillor Ann Duke declared a prejudicial interest in agenda item 23, Further request from Walk Tall, as Chief Executive Officer of Walk Tall.

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

In response to an enquiry from a member of the public the Responsible Financial Officer explained that efforts had been made to obtain further quotations for the works required to the Civic Regalia but that companies that had been contacted were either unable to provide quotations or were unable to undertake works within a timely period.

In response to an enquiry from a member of the public the Town Clerk advised that the Grove Car Working Group had begun the review of the Management Trial and that they had agreed to meet again following the summer recess to discuss information being collated by members of the Working Group.

Members then took the opportunity to seek clarity from Councillor Ben Moussa regarding the request to use Broomfield Park.

1418/19-20. MINUTES OF THE MEETING HELD ON 16 MAY 2019.

RESOLVED:

That the Minutes of the Meeting held on 16 May 2019 be confirmed and signed as a true record.

142/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

143/19-20. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 1 MAY 2019, 12 JUNE 2019 AND 3 JULY 2019.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 1 May 2019, 12 June 2019 and 3 July 2019 be confirmed and the recommendations made therein be adopted.

144/19-20. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 20 JUNE 2019.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 20 June 2019 be confirmed and the recommendations made therein be adopted.

145/19-20. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 13 JUNE 2019.

A proposal was put forward regarding the accuracy of minute 86/19-20, as the proposal was not seconded it duly fell and it was:

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 13 June 2019 be confirmed and the recommendations made therein be adopted.

146/19-20. MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 17 APRIL 2019.

RESOLVED:

That the minutes of the Community Safety Committee meeting held 17 April 2019 be confirmed and the recommendations made therein be adopted.

147/19-20. MINUTES OF THE HERITAGE SUB-COMMITTEE MEETING HELD ON 11 JUNE 2019.

RESOLVED:

That the minutes of the Heritage Sub - Committee meeting held 11 June 2019 be confirmed and the recommendations made therein be adopted.

148/19-20. MINUTES OF THE LEASES & LEASES SUB-COMMITTEE MEETING HELD ON 11 JUNE 2019 AND 19 JUNE 2019.

RESOLVED:

That the minutes of the Leases & Legal Sub - Committee meeting held 11 June 2019 and 19 June 2019 be confirmed and the recommendations made therein be adopted.

149/19-20. ACCESSIBILITY AND INCLUSIVITY.

Members discussed the feedback received from the manager of Cygnets Pre-School regarding the need for a buggy shelter as part of general accessibility and inclusivity to the building.

After discussion it was agreed that this item would be re-considered once clarity was received on Cygnets position regarding a possible buggy shelter.

RESOLVED:

That this item be re-considered once clarity was received on Cygnets position regarding a possible buggy shelter.

150/19-20. REVIEW OF STANDING ORDERS.

Further to minute 18/19-20 (AGM 16 May 2019), and following an overview of the proposed changes, it was proposed, seconded and duly agreed;

RESOLVED:

That the amended Standing Orders be agreed and adopted.

151/19-20. SUGGESTIONS FOR 2020 - 2021 ESTIMATES.

Members were reminded that, if they had any recommendations for items to be considered for the 2020 - 21 Estimates, this would need to be sent to the ATC/RFO by no later than 31 August 2019. This would enable items to be forecast and included on the agenda for the Full Council meeting on 4 October 2019, for further consideration.

RESOLVED:

That the item be noted.

152/19-20. COMMUNITY INFRASTRUCTURE LEVY (CIL), DARTFORD BOROUGH COUNCIL (DBC) (p).

Members were advised that further to minute 3520/18-19 (full Council 13 December 2018) the Infrastructure Delivery Officer (DBC) had written advising that a proportion of the CIL receipts received from development within the Town Council area, for the period 1 October 2018 to 31 March 2019, had been received and apportioned accordingly.

Members discussed how the larger proportion of CIL monies (85%) could be spent within the Town. Officers confirmed that this would be a decision made by Dartford Borough Council and that the Borough Councillors for this area could take this forward and explore the possibilities with DBC

RESOLVED:

That the item be noted.

153/19-20. HONORARY FREEMAN.

Members considered the report, and in accordance with section 249 (5) and (6) of the Local Government Act 1972 it was unanimously agreed;

RESOLVED:

- 1 To confer the title of Honorary Freeman to Mr Bryan E Read for his eminent services to the council's area.
- 2 To spend a reasonable sum to present an address or a casket containing an address.
- 3 To hold a Special meeting of the Council immediately after the 9 October 2019 meeting to confer the title of Honorary Freeman.

154/19-20. EVENT NOTIFICATION FORM.

Members discussed both the draft Events Notification Form and the map indicating a designated area within Broomfield Park.

After discussion members decided that both items should be placed on the agenda for the next meeting of the Recreation, Leisure and Amenities Committee for amendment and to formalise a finalised document for endorsement by the Town Council.

RESOLVED:

- 1 That both the draft Events Notification Form and designated area map be placed on the agenda for the next meeting of the Recreation, Leisure & Amenities Committee for amendment and to formalise a finalised document.
- 2 That the finalised document be placed on the agenda for the next meeting of the Town Council for endorsement.

Having already declared a prejudicial interest Councillor Emma Ben - Moussa left the chamber and took no part in the discussion or decision of the following item.

155/19-20. REQUEST TO USE BROOMFIELD PARK.

Members discussed the merits of the application and agreed wholeheartedly that the principle of the event should be fully supported.

Members felt that on this occasion the request could not be approved due to the lack of information/clarity supplied and given the short timescales involved in organising such an event.

Members agreed that organising a Community Event for next summer in Broomfield Park should be undertaken by a Working Group and that this should be considered by the Recreation, Leisure and Amenities Committee.

RESOLVED:

That organising a Community Event for next summer in Broomfield Park should be undertaken by a Working Group and that this should be considered by the Recreation, Leisure and Amenities Committee.

156/19-20. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – KALC NEWS.

Members were supplied with the June 2019 issue of the KALC News.

RESOLVED:

To be noted.

157/19-20. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.

Members were requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk would consult with the Chairman and Town Mayor, if appropriate, before any business was transacted. If any emergencies do occur during this time the Executive & Emergency Committee would be convened.

Recommended:

That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period.

158/19-20. **STAFF / MEMBER TRAINING – UPDATE.**

The following training had been scheduled / undertaken:-

Councillors' Lorna Cross, Lesley Howes, Maurice Weet	Dynamic Councillor 2019	2 July 2019 – Stone
Councillors' Anita Barham, Emma Ben-Moussa, Sue Butterfill, Ann Duke	Data Protection (GDPR)	17 June 2019 – DBC
Councillor Peter Harman	Planning	4 June 2019 - DBC
Councillors' Ann Duke, Lesley Howes	Planning	24 June 2019 - DBC
Town Clerk	Data Protection (GDPR)	17 June 2019 - DBC
Town Clerk	Planning	24 June 2019 - DBC

Members were reminded to inform the Town Clerk of any training they had undertaken.

RESOLVED:

To be noted.

159/19-20. **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.

Dartford District Advisory Board (Dartford Children's Centre (DDAB)).

Councillor Peter Harris is the Councils representatives on the DDAB. As previously agreed the minutes from the 25 April 2019 meeting were available in the Chamber for inspection.

Castle Hill/Eastern Quarry Community Liaison Group (CHEQCLG)

Councillor Peter Harman is the Town Councils representative on the CHEQCLG. As previously agreed the agenda for the 18 June 2019 meeting, including the minutes from the 30 April 2019 meeting were available in the Chamber for inspection.

Borough and Parish Forum (DBC) (BPF)

The Town Mayor and Town Clerk are the Town Councils representatives on the BPF. As previously agreed the agenda for the 2 July 2019 meeting was available in the Chamber for inspection.

Diocese of Rochester – Community Youth Engagement Officer Steering Group (CYEOSG).

Councillor Sue Butterfill is the Town Councils representative on the CYEOSG. A meeting had been scheduled by Reverend Bonnie Appleton for 3 June 2019.

North West Kent Volunteer Centre (NWKVC).

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

The new manager had been actively engaging more volunteers with an emphasis on people to undertake gardening as this was an area previously identified as needing additional volunteers.

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:

Clarification that IPGM was only responsible for only looking after the public open spaces within the development. This did not include the areas maintained as part of the David Wilson homes.

The new manager was still in place but had been struggling due to a lack of support from his Head Office.

Approval was pending for approximately £50,000 worth of work to be undertaken to the flint work in The Follies to improve its safety.

Two temporary gardeners were being recruited to cover the summer and autumn period.

160/19-20. REPORT FROM KENT COUNTY COUNCILLOR.

Unfortunately Kent County Councillor Mr P M Harman was unable to attend the meeting so no report was available.

RESOLVED:

That the item be noted.

161/19-20. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors present updated members on relevant news or developments at Dartford Borough Council which included:

A new Strategic Housing Board had been set up to look at future housing needs and was chaired by Dartford Borough Councillor David Mote.

The Policy Overview Committee had recently met and discussed Universal Credit and the issues of communication.

The Core Strategy set up in 2011 was currently under review.

The issue of climate change was being discussed by the Shadow Leader.

The problems that had occurred following the transfer of the refuse collection contract were due to be discussed at a meeting on Monday 15 July 2019.

Dartford Borough Council officers had been contacted on behalf of residents with issues of litter, new and replacement refuse bins, fly tipping, housing and anti-social behaviour.

RESOLVED:

That the item be noted.

162/19-20. SEALING OF DOCUMENTS.

There were none.

163/19-20. TOWN MAYOR'S ANNOUNCEMENTS.

Unfortunately the Town Mayor was unable to attend the meeting.

164/19-20. QUESTIONS.

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

165/19-20. EXCLUSION OF PRESS AND PUBLIC

MOVED BY Councillor Sue Butterfill and seconded by Councillor Jay Shah.

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

No members of the press or public were present during discussion of the following items of business.

Having already declared a prejudicial interest Councillor Ann Duke left the Council Chamber and took no part in the debate or decision of the following item.

166/19-20. **FURTHER REQUEST FROM WALK TALL (p).**

On consideration of the documents provided members agreed;

RESOLVED:

- 1 That the finalised Heads of Terms be agreed.
- 2 That the Town Council enter into a Lease with Walk Tall using the Heads of Terms as a starting point.
- 3 That authority be delegated to the Town Clerk, in consultation with the Town Mayor and the Chairman of Leases & Legal Sub-Committee, to resolve any minor queries that may arise regarding the content of the Lease.

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

Signed: _____

(Chairman)

Date:- _____

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 4 SEPTEMBER 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

ALSO PRESENT: Mr Paul Shaw – McDonalds, Greenhithe
Mr Glynn French – Architect (McDonalds, Greenhithe)
Graham Blew – Town Clerk

ABSENT: Councillor Ann Duke
Councillor Maurice Weet

179/19-20. 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.

180/19-20. APOLOGIES FOR ABSENCE.

There were none.

181/19-20. SUBSTITUTES.

There were none.

182/19-20. 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.

183/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

184/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 3 JULY 2019

Recommended: The Minutes of the meeting held on 3 July 2019 were confirmed and signed.

185/19-20. McDONALDS GREENHITHE.

Mr Paul Shaw, owner/operator of the McDonalds, Greenhithe had kindly offered to give a short presentation/discussion, prior to undertaking x4 public consultations, regarding the future plans they are considering for the restaurant.

The Chairman welcomed Mr Shaw and Mr French to the meeting.

There followed a presentation and Question and Answer session.

Recommended: That the item be noted.

186/19-20. PROPOSED CHANGES TO BUSES IN DARTFORD AND CRAYFORD (routes 428 and 492) – TRANSPORT FOR LONDON (TfL)

The Local Communities and Partnerships Transport for London had submitted proposed changes to the bus services in Dartford and Crayford (details were available via :- <https://consultations.tfl.gov.uk/buses/96-428-492/>)

Members' had been provided with the proposals on 29 July 2019 with the deadline for responses being 10 September 2019.

Members discussed the proposed changes and the effects they could have.

Recommended: That the Town Council object to the proposed changes and, in particular, do not support the proposed changes to bus route 492.

TOWN PLANNING:

187/19-20. The below planning applications had been received and responded to by the Town Clerk, in consultation with the Chairman, during the summer recess period (as per minute 120/19-20).

Members were advised that the following planning applications had been received from Dartford Borough Council / Ebbsfleet Development Corporation and dealt with during summer 2019 recess:

DA/18/00958/REM	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.
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	1A, 1B, 1C Knockhall Road, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00657/REM	Reserved matters relating to scale, layout, appearance and landscape (condition 1) and submission of details pursuant to conditions 4 (levels of land), 5 (water efficiency), 7 (storage of bicycles), 8 (car parking spaces), 10 (waste/refuse collection), 11 (hard and soft landscaping including a programme for its management) pursuant to outline planning permission DA/18/01573/OUT for erection of 4 x 2 bed houses and 1 x 4 bed house (5 units in total) Former Greenhithe Clinic, Knockhall Chase, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00721/FUL	Conversion of existing garage into habitable room together with associated alterations to front elevation (retrospective application). 43 Pentstemon Drive, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00760/FUL <i>The Chairman declared a prejudicial interest as the applicants was known to him and took no part in the comments submitted.</i>	Retention of railings and other means of enclosure. Ingress Abbey, Prioress Crescent, Greenhithe.
OBSERVATIONS:	No observations.
DA/19/00761/LBC <i>The Chairman declared a prejudicial interest as the applicants was known to him and took no part in the comments submitted.</i>	Listed building consent for retention of railings and other means of enclosure including re-instatement following removal of some railings/means of enclosure. Ingress Abbey, Prioress Crescent, Greenhithe.
OBSERVATIONS:	No observations.
DA/19/00876/TPO	Application to crown lift lower branches to give clearance of 6 metres of 1 No. Oak Tree (T3) adjacent to Mounts Cottage subject to a Tree Preservation Order No. 7 2007

	Mounts Court, Mounts Road, Greenhithe.
OBSERVATIONS:	No observations.
DA/19/00913/FUL	Conversion of rear part of the garage into habitable room. 60 Pentstemon Drive, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00916/FUL	Demolition of existing garage and erection of a detached 4 bed dwelling house (retrospective application). 115A Milton Road, Swanscombe.
OBSERVATIONS:	The Town Council would object to this application as insufficient details were provided on the unauthorised changes constructed compared to the original planning consent. The Town Council would request that this application and the matters raised are given full consideration by Dartford Borough Council Planning Team.
DA/19/00925/FUL	Erection of front porch and rear conservatory. 22 Castle Street, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
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.
OBSERVATIONS:	The Town Council has no objection to this application but would seek confirmation from the Planning Authority that the area to the side of the house has the appropriate dimensions to provide an off street parking space. The Town Council do have concerns that the loss of the use of the existing garage could lead to a detrimental effect to the Public Open Space and that, if possible, a condition should be attached to any permission granted for this application that the applicant be responsible for rectifying any such damage.

DA/19/00952/VCON	<p>Application for variation of condition 2 (approved drawings) of planning permission DA/18/00444/FUL in respect of change of rear roof.</p> <p>91 -95 Church Road, Swanscombe.</p>
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00961/FUL	<p>Erection of a single storey rear extension with balcony over and ground floor flank window.</p> <p>49 Pentstemon Drive, Swanscombe</p>
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/00998/FUL	<p>Conversion of garage into habitable room together with associated alterations to front and rear elevations.</p> <p>37 Watermans Way, Greenhithe.</p>
OBSERVATIONS:	<p>The Town Council notes that the conveyancing plan for this application provides that this house also officially has 2 parking places (garage and driveway). This proposal includes that one of these spaces (the garage) would be removed with no possibility of alternative parking in lieu, either now or in the future. Watermans Way especially, has severe parking problems to the point that refuse bins cannot, at times, be emptied, due to the inability of the refuse collection vehicle being able to access the road.</p> <p>The Town Council therefore objects to this application as the proposed development would result in the loss of a parking space which could not be replaced within the curtilage of the site and would be likely to result in undesirable on-street parking in an area with limited on-street parking provision contrary to Policies B1 and T23 of the adopted Dartford Local Plan and the Local Planning Authority's standards.</p> <p>The Town Council believes that the proposal would have a detrimental effect on the provision of parking in the vicinity.</p>
DA/19/00999/FUL	<p>Erection of a part two/ part single storey side extension.</p> <p>14 Park Cliff Terrace, Greenhithe.</p>
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.

DA/19/01020/TPO	Application to reduce by approximately 30% and sever lvy of 1 No. large Oak tree (T1) subject to Tree Preservation Order No.7 2007. Mounts Court, Mounts Road, Greenhithe.
OBSERVATIONS:	No observations.
DA/19/01023/FUL	Erection of a single storey rear extension. 22 Watermans Way, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/01067/FUL	Erection of a single storey rear extension. 38 Liverymen Walk, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/01072/FUL	Erection of single storey side extension. 1 Riverview Road, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/01074/FUL	Erection of a single storey rear extension. 5 Arethusa Place, High Street, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/01131/ADV	Display of internally illuminated and non-illuminated various fascia, projecting hanging and hoarding signs. Asda Superstores, Crossways Boulevard, Greenhithe.
OBSERVATIONS:	No observations.

EDC/19/0104	<p>Application for the variation of condition 11 attached to planning permission reference no. EDC/17/0108 for the construction of 163 dwellings and parking along with associated landscaping, infrastructure and earthworks; to allow a change to the compliance requirements for Building Regulations Part M4(2).</p> <p>Parcels G, H, J & K - Castle Hill, Eastern Quarry, Watling Street, Swanscombe.</p>
OBSERVATIONS:	No observations.
KCC/TRO	<p>The Kent County Council (Various Roads, Dartford) (Stopping, Waiting & Loading Prohibitions & Restrictions of Parking Places) (Amendment No.3) Order 2019.</p> <p>Eynsford Road, Greenhithe; Knockhall Road, Greenhithe and Parkwood Hill, Greenhithe</p>
OBSERVATIONS:	The Town Council fully supports this scheme and its benefit to the area. The corner protection will not only reduce nuisance parking that causes issues for larger vehicles turning, but also add an additional level of safety for pedestrians crossing and improve the journey to and from the local Knockhall Primary School.

Recommended: That the responses submitted during the summer 2019 recess be noted and endorsed.

188/19-20. **PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS:**

DA/ 19/01134/FUL	<p>Erection of a detached shed.</p> <p>Ingress Lodge, Gatehouse View, The Avenue, Greenhithe</p>
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/19/01137/FUL	<p>Replacement all four existing timber-frame windows with upvc windows, matching existing colour and style.</p> <p>107B Westview Court, Mounts Road, Greenhithe.</p>
OBSERVATIONS:	No observations.

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.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
EDC/19/0125	Submission of Reserved Matters of siting, design, external appearance and landscaping, pursuant to Conditions 2, 19, 26, 36 and 43 of outline planning permission DA/05/00308/OUT for Phase 4 development of 140 residential units including details of streets, buildings and structures, materials, open space, car parking, noise and drainage. Former Northfleet West Sub Station, Southfleet Road, Swanscombe.
OBSERVATIONS:	No observations.

189/19-20.

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

The following granted decision notices were noted.

DA/19/00637/FUL	Demolition of existing rear conservatory and erection of a single storey rear extension. 106 Knockhall Road, Greenhithe.
DA/19/00669/TPO	Application to fell 1 No. Spruce tree subject to Tree Preservation Order No. 11:1990. 8 Bere Close, Greenhithe.
DA/19/00696/FUL	Conversion of integral garage into habitable room together with associated alterations to front elevation. 39 Caspian Way, Swanscombe.
DA/19/00720/FUL	Erection of a single storey extension, roof light to rear roof slope and removal of chimney stack. 34 Broad Road, Swanscombe.

DA/19/00721/FUL	Conversion of existing garage into habitable room together with associated alterations to front elevation (retrospective application). 43 Pentstemon Drive, Swanscombe.
DA/19/00913/FUL	Conversion of rear part of garage into habitable room. 60 Pentstemon Drive, Swanscombe.
DA/19/00961/FUL	Erection of a single storey extension with balcony over and ground flank window. 49 Pentstemon Drive, Swanscombe.
DA/19/00925/FUL	Erection of front porch and rear conservatory. 22 Castle Street, Swanscombe.

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

Signed: _____
(Chairman)

Date: _____

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 25 SEPTEMBER 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: There were none

230/19-20. 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.

231/19-20. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Ann Duke.
An apology for lateness was received from Councillor Maurice Weet.

232/19-20. SUBSTITUTES.

There were none.

233/19-20. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

The Town Clerk declared a prejudicial interest on behalf of members of the Town Council regarding applications DA/09/01256/TPO, DA/19/012571/TPO and DA/19/01258/TPO as the Town Council were the applicant.

Councillor Peter Harris declared a personal interest in application DA/19/0129/COU as he lives on Ingress Park.

Councillor Lesley Howes declared a personal interest in agenda item 6 – Dartford Borough Council Joint Transportation – Parish Representative, as she is also a Stone Parish Councillor.

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

234/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

235/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 4 SEPTEMBER 2019

Recommended: The Minutes of the meeting held on 4 September 2019 were confirmed and signed.

236/19-20. DARTFORD BOROUGH COUNCIL (DBC) JOINT TRANSPORTATION BOARD (JTB) – PARISH REPRESENTATIVE.

Members were asked to select which of the x2 candidates they would like to be the Parish Representative on the JTB.

- Yvonne Seymour – Darenth Parish Council
- Stephanie Thredgale – Stone Parish Council

After discussion it was out to a vote and agreed:

Recommended: That Yvonne Seymour Darenth Parish be the Town Council's selected candidate as the Parish Representative on the JTB.

TOWN PLANNING:

237/19-20. PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS.

The Town Clerk having already declared a prejudicial interest on behalf of the Town Council no discussion or observations were made on the following three applications.

DA/19/01256/TPO	Application for various works to various trees subject to Tree Preservation Order No.3 1984. Swanscombe Park, Park Road, Swanscombe.
OBSERVATIONS:	No observations as the Town Council is the applicant.
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.

OBSERVATIONS:	No observations as the Town Council is the applicant.
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.
OBSERVATIONS:	No observations as the Town Council is the applicant.
DA/19/01268/FUL	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) 144 Knockhall Road, Greenhithe.
OBSERVATIONS:	No observations.
DA/19/01292/COU	Change of use of ground floor of property and first floor above detached garages from C3 residential to D1 children's nursery, provision of additional doors in ground floor elevation of garage, additional windows in ground floor of side elevation of property and part conversion of garage to store. 1 Prioress Crescent, Greenhithe.
OBSERVATIONS:	<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. The proposal would thus not be in accordance with policies T23 and B1 of the adopted Dartford Local Plan, Policy CS17 of the Core Strategy, and the Parking Standards Supplementary Planning Document (SPD).</p> <p>The Town Council also feels that the location of the property is inappropriate for a commercial / business use.</p>
DA/19/01296/REM	Submission of Reserved Matters pursuant to Conditions 1 and 3 of the West Village Outline Planning Permission (ref:

	<p>16/01207/OUT) relating to details of access, appearance, landscaping, layout and scale of Major Space Unit 7 comprising internal reconfiguration, two storey extension, and associated works.</p> <p>Major Space Unit 7 (MSU7), West Village & Service Yards 5, 8 And 12, Bluewater.</p>
OBSERVATIONS:	Out of area, no observations.
DA/19/01316/TPO	<p>Application to monolith (reduce the tree to its main stem) of 1 No. Sycamore tree (T412) subject to Tree Preservation Order No.11 1990.</p> <p>South of Capability Way adj. Electricity Sub-Station, Greenhithe.</p>
OBSERVATIONS:	No observations.

238/19-20. **GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.**

The following granted decision notices were noted.

DA/19/00952/VCON	<p>Application for variation of condition 2 (approved drawings) of planning permission DA/14/00444/FUL in respect of change of rear roof.</p> <p>91 - 95 Church Road, Swanscombe.</p>
DA/19/01020/TPO	<p>Application to reduce by 2m to the sides and no more than 1.5m from the height and severely of 1. No. large Oak tree (T1) subject to Tree Preservation Order No. 7 2007.</p> <p>Mounts Court, Mounts Road, Greenhithe.</p>
DA/19/00998/FUL	<p>Conversion of garage into habitable room together with associated alterations to front and rear elevations.</p> <p>37 Watermans Way, Greenhithe.</p>
DA/19/01122/LDC	<p>Dormer window in rear elevation.</p> <p>The proposed development falls within Class b of part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).</p>

	5 Rectory Road, Swanscombe.
DA/19/00910/CDNA	Submission of details relating to external materials pursuant to condition 5 of planning permission DA/15/01790/FUL for erection of a detached 3 bedroom house with associated parking. Land adjacent 188A Milton Road, Swanscombe.
DA/19/01023/FUL	Erection of a single storey rear extension. 22 Liverymen Walk, Greenhithe.
DA/19/01067/FUL	Erection of a single storey rear extension. 38 Liverymen Walk, Greenhithe.
DA/19/01072/FUL (tabled at the meeting)	Erection of single storey side extension. 1 Riverview Road, Greenhithe.

There being no further business to transact, the Meeting closed at 7.20 pm.

Signed: _____
(Chairman)

Date: _____

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MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 19 SEPTEMBER 2019 at 7.00PM

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

ALSO PRESENT: Graham Blew - Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Dan Usher – Senior Groundsman / Gardener

ABSENT: There were none

202/19-20. **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.

203/19-20. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors' Lorna Cross and Lesley Howes.

Apologies for lateness were submitted by Councillors' Linda Hall and John Hayes.

204/19-20. **SUBSTITUTES.**

There were none.

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.

206/19-20. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

The Town Clerk informed members that a further meeting with the Allotment Association and Dartford Borough Council had taken place on 11 September 2019 to clarify the access arrangements for the Keary Road and New Burial Ground sites should the DBC housing development proposals go ahead.

The Chairman advised the committee that she and the Town Mayor had met with Gravesham Community Leisure Limited (GCLL) earlier in the day for an informal

discussion and update on operation of The Swanscombe Leisure Centre. Members were informed that a celebration of the 30th Anniversary of the centre would be taking place on 29 November 2019.

207/19-20. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 20 JUNE 2019.

Recommended: That the Minutes of the Meeting held on 20 June 2019 were approved and signed as a true record.

208/19-20. 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, Knockhall Park, Heritage Park, Eagles Road Play Area, Valley View, Vans/Equipment and Staff.

The Chairman informed the committee that the Edible Ebbsfleet Network had encountered similar issues to the council regarding the pond lining in the Heritage Park being vandalised and that, with the assistance of the Ebbsfleet Development Corporation, they had resolved this by lining their pond with a special clay. They had some of the clay left over and had indicated that they may be able to line the pond in the Heritage Park if the small shortfall of the amount of clay required could be obtained. The RFO would work with them to investigate this.

Recommended: That the report be noted.

TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.

209/19-20. TREE SURVEY (p).

Further to minute 107/19-20, and the previous survey being undertaken in 2015. Members had been provided with the completed tree survey and the breakdown of the costs provided for the works highlighted in the survey.

Although the priorities of the works contained in the survey differed members were asked to consider having all the works undertaken for practicality and best value i.e.

- It would ensure that all the Councils trees were at the same standard of safety and maintenance;
- The finances required were contained within the FRA. The 3 and 6 month priority works were covered within the specific Area Assessed within the FRA i.e. earmarked for the Tree Survey. The remaining works would be undertaken utilising funds held in contingency for other long term requirements;
- The costs could change/increase for any works not undertaken at this time;

- It would be more manageable to have the work undertaken at the same time.

Members discussed the survey and, for the reasons contained within the report, it was agreed to have all the works highlighted undertaken at the same time.

Members paid particular attention to Tree 6 in Swanscombe Park and whilst not wanting to see the removal of healthy trees it was agreed that, due to the damage being caused by the growth of the tree, that this tree should be felled. To mitigate this loss it was also agreed that x2 new trees should be planted in Swanscombe Park and that the Senior Groundsman/Gardener, in consultation with the tree consultant, should look into this and report back to the Committee.

Members' also discussed Tree 49 in Swanscombe Park and it was agreed that no action be taken at this time but that the tree should be monitored.

Recommended:

1. To note the contents of the survey and to agree to have the works contained in the survey undertaken as detailed above.
2. That the Senior Groundsman/Gardener, in consultation with the tree consultant, investigate the purchase and planting of x2 new trees within Swanscombe Park and report this back to the committee.

210/19-20. ENVIRONMENTAL ACTION PLAN.

The Chairman had asked members to consider the best way for the Council to review that its facilities were both used and operated environmentally friendly.

The Chairman advised that she had placed this item on the agenda to stimulate debate on the environment and after discussion it was agreed to form a working group to consider strategies and actions that could be implemented / taken.

It was agreed the Environmental Action Plan Working Group be made up of the following:

Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Linda Hall
Councillor Peter Harman

Recommended:

That the Environmental Action Plan Working Group be formed as above to consider improvements to the Town Councils open spaces and facilities.

211/19-20. **POLICY FOR USE OF TOWN COUNCIL PARKS / OPEN SPACES.**

The Terms of References for the Recreation, Leisure & Amenities Committee includes "To exercise the functions of the Council in controlling the operation and provision of facilities in relation to recreation grounds, parks open spaces..."

Members were asked to recommend adopting the draft Policy for Use of Town Council Parks / Open Spaces.

Members agreed the following amendments to the wording of the policy:-

Page 1 - POLICY FOR USE OF TOWN COUNCIL PARKS / OPEN SPACES BY EXTERNAL ORGANISATIONS.

Page 2 – EVENTS WHICH WILL NOT NORMALLY BE GRANTED PERMISSION.

Page 2 – Anybody wishing to stage an event in a Park / Open Space must complete an Event Notification Form to be submitted to the Town Council at least 14 weeks prior to the event *except for minor events which require at least 4 weeks.*

Page 4 – Small Events – Number permitted in financial year – *At the Town Councils discretion.*

Page 4 – Minor events – Number permitted in financial year – *At the Town Clerks discretion.*

Recommended: That the policy, including the amendments detailed above, be finalised and adopted.

212/19-20. **EVENT NOTIFICATION FORM.**

Further to minute 154/19-20 the Recreation, Leisure & Amenities Committee were asked to formalise a finalised document for endorsement by the Town Council.

Members agreed the following amendments to the wording of the form:-

Page 1 – Time Limits – Any notification form would be required to be received a minimum of 14 weeks prior to any event taking place, *except for minor events when the required notice period will be a minimum of 4 weeks.*

Page 3 – Removal of "Foreshore/berthing" from section 7.

Recommended: That the event form be finalised, to include the amendments detailed, and submitted for endorsement by the Town Council.

213/19-20. **COMMUNITY EVENT.**

At the previous full Council, 11 July 2019 (minute 155/19-20), it had been agreed that the Recreation, Leisure & Amenities Committee be asked to consider forming a Working Group to organise and undertake a Community Event in Broomfield Park next year (2020).

Nb. Working Groups.

- Number of members to be between 3 or 5;
- Quorum for a Working Group to meet is 3 members;
- The RLA need to agree the Terms of Reference for the Working Group.

Members were informed that the Youth Community Engagement Officer, Sarah Rawlings, had advised that she would like to collaborate with the Town Council on this and had asked if she could be invited to be part of the Working Group.

After discussion it was agreed that the Working Group membership be made up of the following:

1. Councillor Anita Barham
2. Councillor Emma Ben Moussa
3. Councillor Lorna Cross (subject to her agreement)
4. Councillor Lesley Howes (subject to her agreement)
5. Councillor Peter Harman

Recommended: That the membership of a Community Event Working Group be agreed as above.

214/19-20. **LEISURE CENTRE OPENING HOURS.**

Condition 8.1.2 of the Management Agreement requires Gravesham Community Leisure Limited (GCLL) to.... *"Not to open the Leisure Centre outside of the opening hours without the Town Councils consent which may be refused"*.

During the recess period the Managing Director, GCLL submitted a request to amend the opening hours, this was put to the Chairman who had agreed to the request.

Recommended: To endorse the actions taken in agreeing to the request to amend the opening hours.

215/19-20. COUNCIL OFFICE AND CAFÉ CHRISTMAS OPENING ARRANGEMENTS.

Members had been issued with a calendar for the Council Offices and Café over the Christmas and New Year and were asked to consider when they wished the office and café to be closed over the festive period. Officers had been consulted and had no objection to using annual leave entitlement to cover any periods of closure.

Recommended: That the Council Offices and Café be closed on 24, 27, 30 and 31 December 2019 with a notice being displayed, in advance, advising Members of the Public of the closures. As per previous years a relevant message would also be recorded for the Council Office answer machine for this period.

216/19-20. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Peter Harman and seconded by Councillor John Hayes;

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

No members of the press or public were present during discussion of the following items of business.

217/19-20. INGRESS PARK COMMUNITY CENTRE UPDATE.

Members received a confidential update.

Recommended: That the item be noted.

218/19-20. FURTHER REQUEST FROM WALK TALL.

Members received a confidential update.

Recommended: That the item be noted.

There being no further business to transact the Meeting closed at 8.30 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 5 SEPTEMBER 2019 at 7.00PM

PRESENT: Councillor Lesley Howes - Chairman
Councillor Emma Ben Moussa
Councillor Lorna Cross
Councillor Peter Harman
Councillor Jay Shah

ALSO PRESENT: Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor Maurice Weet

190/19-20. 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.

191/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' Anita Barham and Sue Butterfill.

192/19-20. SUBSTITUTES.

There were none

193/19-20. 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.

194/19-20. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

195/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 13 JUNE 2019.

Recommended: The Minutes of the meeting held on 13 June 2019 were confirmed and signed as a true record.

196/19-20. 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 May, June and July 2019, and verified by Councillor Jay Shah, be noted.

197/19-20. BANK TRANSFERS.

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

Recommended: That the bank transfers undertaken in June and July 2019 be approved.

198/19-20. 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 June and July 2019.

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

199/19-20. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 31 July 2019.

Recommended: That the summary of accounts to 31 July 2019 be noted.

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

200/19-20. WEBSITE ACCESSIBILITY REQUIREMENTS – PUBLIC SECTOR BODIES.

On 23 September 2018 legislation was passed requiring all public sector websites to be accessible and contain a statement confirming this. This was to ensure that each website covered complies with the Equalities Act 2010.

In practical terms any website created before 23 September 2018 (including the Town Councils) would have to meet this legal requirement by 23 September 2020.

The Assistant Town Clerk explained the work required to update the accessibility of the Town Councils website along with the associated costs.

Recommended: That the actions taken be endorsed and that the required updates be undertaken.

201/19-20. CAPACITY BUILDING FUND (CBF) AWARD.

The Financial Services Manager, Dartford Borough Council had informed that the Town Councils CBF application for funding for defibrillators had been successful

Members discussed the possible locations, advantages and disadvantages, of purchasing either indoor or outdoor defibrillators.

Recommended: That the funding award be noted and that the Town Council purchase x3 indoor defibrillators, meeting the additional cost of £187.00, with one defibrillator to be located in each ward of the Town.

There being no further business, the Meeting closed at 7.45 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 10 JULY 2019 at 7.00 PM

PRESENT: Councillor Peter Harris - Chairman
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Lorna Cross
Councillor Jay Shah

ALSO PRESENT: Martin Harding – Assistant Town Clerk / Responsible Financial Officer
Billy Unsworth (Kent County Council (KCC) Community Warden).
Rob Young – Police Community Support Officer (PCSO)
Sgt Tony Quilter - Kent Police
Sarah Rawlinson (Youth & Community Engagement Officer, Diocese of Rochester)
Sue Hart – CAS Training
Graham Doyle – CAS Training
6 x member of the public

ABSENT: There were none

123/19-20. 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.

124/19-20. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' Anita Barham, Peter Harman and Lesley Howes.

An apology was also received from Tony Henley (Dartford Borough Council, Community Safety Unit (CSU)).

125/19-20. SUBSTITUTES.

There were none.

126/19-20. 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 about the enforcement of obstructive parking along Craylands Lane, Swanscombe. Sgt Quilter confirmed that this was a matter for the police to deal with and that they would initially contact the registered owners, failing this they would have the vehicle removed.

127/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

128/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 17 APRIL 2019.

Recommended: That the Minutes of the Meeting held on 17 April 2019 be confirmed and signed as a true record.

129/19-20. POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.

PCSO Rob Young gave a brief overview of the role of a PCSO, including his powers and responsibilities.

Sgt Quilter introduced himself and explained the division of work, and staffing levels, within the Dartford Team.

Members asked for an update on some recent high profile cases including the stabbing at Lovers Lane and the attempted robberies around Greenhithe Station. Sgt Quilter confirmed that both investigations were ongoing but the lack of description and witnesses for the Lovers Lane incident was preventing the police taking any further steps at this time.

Recommended: That the report be noted and both PCSO Young and Sgt Quilter be thanked for their attendance

130/19-20. KCC COMMUNITY WARDENS REPORT.

KCC Warden Unsworth explained the role of a Community Warden and updated on his recent work around fly tipping, dog fouling, scams and anti-social behaviour.

Recommended: That the report be noted and KCC Warden Unsworth be thanked for his attendance.

131/19-20. ANTI-SOCIAL BEHAVIOUR – SWANSCOMBE AND GREENHITHE.

Members discussed recent incidents of anti-social behaviour that appear to be attributed to the same groups of individuals.

Sgt Quilter updated that measures were currently being taken to prevent further behaviour from one such group but, due to operational issues, he was unable to elaborate further at this point.

Recommended: That the information be noted.

132/19-20. DRUG DEALING – SWANSCOMBE AND GREENHITHE.

Members discussed the feedback from the recent coffee morning with the Police and Crime Commissioner where one of the issues highlighted had been of drug dealing.

Members also discussed the increase in visibility of used nitrous oxide canisters.

Sgt Quilter confirmed that intelligence was key to tackling these issues and reiterated that reports should be submitted to the police via 999, 101, or by using the Dartford police message line or via Crime stoppers. He re-iterated that reports could be made anonymously.

Sgt Quilter clarified that the nitrous oxide canisters were not illegal. The only criminality associated with it was the selling of the canisters knowing they were for human consumption or the littering of the used canisters.

Recommended: That the information be noted.

133/19-20. COMMUNITY SAFETY LIAISON.

Youth services / officers – Sarah Rawlinson gave an update that she had been working with a local primary school following an incident that resulted in a child being excluded. She was also undertaking a lot of early intervention work with the youth engagement PCSO from Kent Police.

Sue Hart from CAS Training gave an update on the success of the Town Council funded MCM Youth Club that had opened at the Old Fire Station in April of this year. Sue confirmed that the registration was almost at capacity for the premises and that they were awaiting feedback from their first survey but early indications were that parents were pleased with the impact that attendance had had on their children.

Neighbourhood Watch – Councillor Peter Harris invited any local residents from the Swanscombe area to consider contacting PCSO Young with regards to setting up more Neighbourhood Watch Groups.

Community Speed Watch – Councillor Peter Harris explained his involvement with Community Speed Watch and gave an overview of what a session involved.

Recommended: That the information be noted.

134/19-20. 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.

135/19-20. THE SCHOOL RUN.

Further to minutes 132/18-19, 224/18-19, 355/18-19 and 588/18-19 Councillor Peter Harris had provided a written report for members.

Councillor Harris explained that the programme was on hold until after the summer holidays and that the next step was for the School Councils to engage with Kent County Council further on suggestions for road improvements.

Members requested that the Town Council contact the KCC Member for Swanscombe and Greenhithe expressing the importance of lollipop people as part of traffic calming measures and would support the request from Craylands School for a lollipop person.

Recommended:

- 1 That the information be noted.
- 2 That the Town Council contact the KCC Member for Swanscombe and Greenhithe to express both the importance of lollipop people and to support the request from Craylands School to have a lollipop person for the school run.

136/19-20. KENT COUNTY COUNCIL (KCC) – 20MPH ZONE TRIAL.

Members discussed the potential for operating a 20mph trial within the Town and highlighted the areas that already operated this speed restriction.

The Assistant Town Clerk / RFO explained the potential financial implications of a scheme.

Members agreed to consider this information further and place this item on the agenda for the next meeting of the Community Safety Committee Meeting for consideration.

Recommended: That this item be placed on the next meeting of the Community Safety Committee for consideration.

137/19-20. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.

Members were requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk would consult with the Chairman and Town Mayor, if appropriate, before any business is transacted. If any emergencies did occur during this time the Executive & Emergency Committee would be convened.

Recommended: That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period

There were no confidential items for discussion.

There being no further business to transact, the Meeting closed at 8:55 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 23 JULY 2019 at 10.00 AM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Sue Butterfill

ALSO PRESENT: Councillor Lorna Cross
Councillor Maurice Weet
Brenda Bobby - FOSHP
Shirley Fahy – FOSHP
Lyn Keys - FOSHP
Martin Harding, Assistant Town Clerk/RFO
2 x members of the public

ABSENT: There were none

167/19-20. 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.

168/19-20. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors' Ann Duke and Linda Hall.

169/19-20. SUBSTITUTES

There were none.

170/19-20. 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.

Councillor Lorna Cross gave a brief update to members on the recent dig undertaken in the Swanscombe Heritage Park that she had attended as a local volunteer.

171/19-20. URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

172/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 11 JUNE 2019.

Recommended: That the Minutes of the meeting held on 11 June 2019 be confirmed and signed as a true record.

173/19-20. HERITAGE PARK IMPROVEMENTS.

The ATC/RFO confirmed that the pond had now been damaged beyond repair and that the only way to progress was to seek further funding to secure a vandal proof liner such as concrete or puddling clay. Members expressed their disappointment at the anti-social behavior that has resulted in the delay to this project. Members confirmed that they were happy for a funding bid to progress subject to the ATC/RFO exploring which material is the most viable for the site.

Historic England had sent through confirmation that the Heritage Watch Project was progressing and they would be liaising with the Town Council shortly to set up a community day to discuss heritage assets.

Recommended: That the ATC/RFO be thanked for his work in progressing heritage improvements and continue with the current projects as detailed.

174/19-20. NATURAL ENGLAND – SWANSCOMBE SKULL SITE NATIONAL NATURE RESERVE (NNR) AND SITE OF SPECIAL SCIENTIFIC INTEREST (SSSI) - VISUAL MANAGEMENT PLAN/LEASE.

The ATC/RFO confirmed that he had received feedback from the International Quaternary Society on the recent dig in the Swanscombe Heritage Park. The organisers were very thankful for the community support with volunteers and the engagement with the community.

The organisers would be sending through pictures from the event along with a field guide to enable information to be publicised.

Recommended: That the item be noted

175/19-20. FRIENDS OF SWANSCOMBE HERITAGE PARK (FOSHP) REPORT OF ACTIVITIES.

Brenda Bobby confirmed that the Teddy Bears Picnic was scheduled to be held on 15 August 2019.

Recommended: That the item be noted.

176/19-20. 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.

177/19-20. ANY OTHER ITEMS RELATED TO HERITAGE.

There were none.

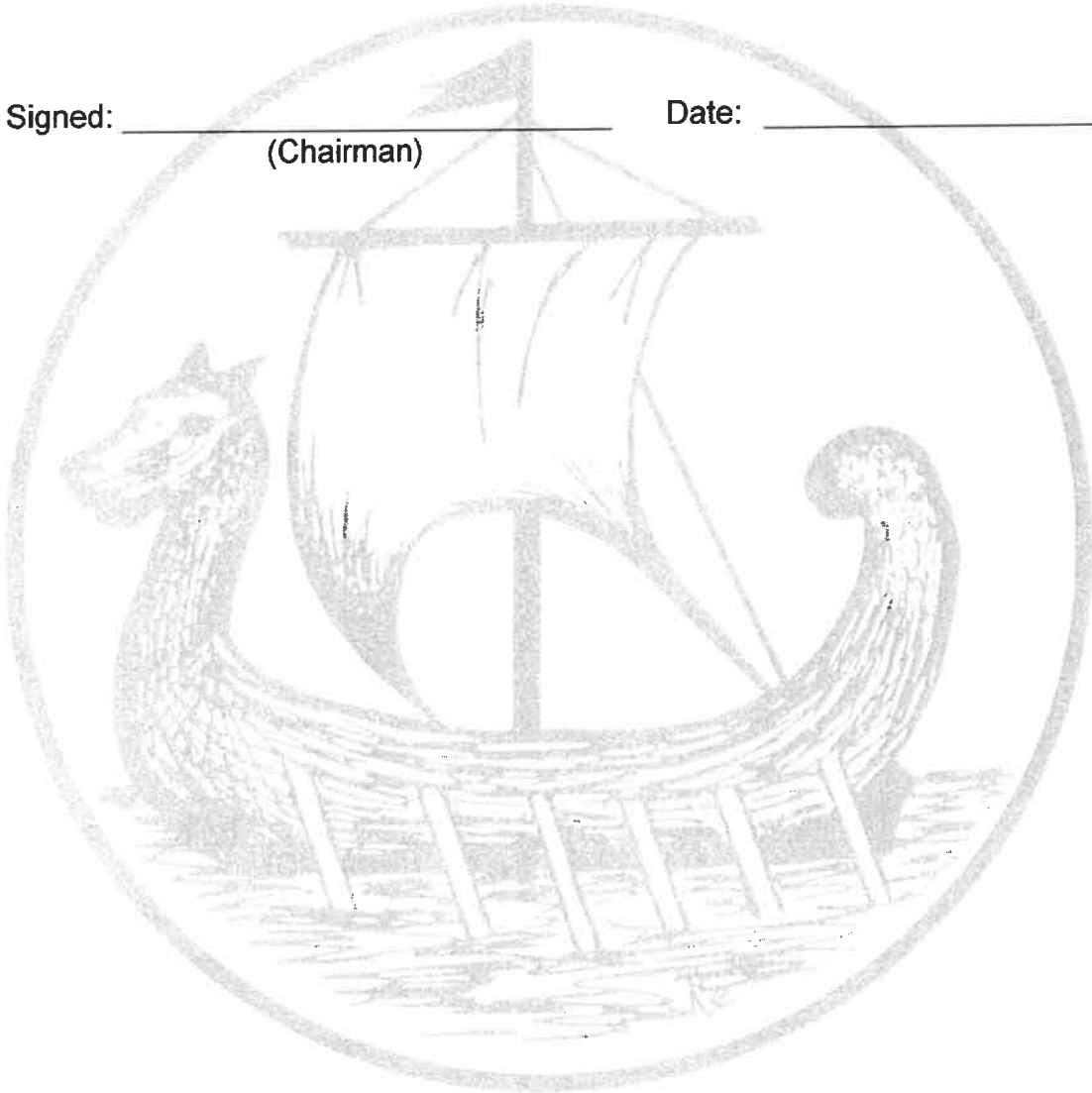
178/19-20. DATE OF NEXT MEETING.

Recommended:

That the next meeting be scheduled for Tuesday 24
September 2019 at 10.00am.

There being no further business to transact, the meeting closed at 11.00 am.

Signed: _____ Date: _____
(Chairman)



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MINUTES of the MEETING of the HERITAGE SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE, on TUESDAY 24 SEPTEMBER 2019 at 10.00 AM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Linda Hall – Vice-Chairman
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Peter Harman (ex-officio)

ALSO PRESENT: Brenda Bobby – Friends of Swanscombe Heritage Park (FOSHP)
Lyn Keys - FOSHP
Martin Harding, Assistant Town Clerk/RFO

ABSENT: Councillor Sue Butterfill
Councillor Ann Duke

219/19-20. 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.

220/19-20. APOLOGIES FOR ABSENCE

There were none.

221/19-20. SUBSTITUTES

There were none.

222/19-20. 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.

223/19-20. URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.

The ATC/RFO apologised to members that item 5 on the agenda contained incorrect information. The previous meeting of the Heritage Sub-Committee was held on 23 July 2019 as opposed to 11 June 2019 and a copy of the minutes of that meeting were tabled for member's consideration.

224/19-20. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 23 JULY 2019.

Recommended: That the Minutes of the meeting held on 23 July 2019 be confirmed and signed as a true record.

225/19-20. HERITAGE PARK IMPROVEMENTS.

The ATC/RFO informed members that an offer had been received from No Walls Gardens of some puddling clay left over from a project they had undertaken in Northfleet. Unfortunately this would not be enough to completely line the pond within the Heritage Park but, the Ebbsfleet Development Corporation (EDC) were looking into providing the remainder once the remaining amount required could be ascertained. The ATC/RFO would continue dialogue with both No Walls Gardens and the EDC to ensure this offer could be taken up and that any lining placed in the pond does not run the risk of further damage.

Historic England had sent through confirmation that the Heritage Watch Project was progressing and that the initial step would be to hold a community day in and around October 2019. The ATC/RFO suggested a date during the half term at the end of October to ensure that a larger proportion of people were able to attend. Members agreed and would await confirmation from the ATC/RFO along with the publicity material.

The ATC/RFO explained to members that a request had been received from a corporate group to undertake tree planting within the Heritage Park. This would be conducted during November and the company would be guided by North Kent Countryside Partnership who would purchase the trees. The Town Council were only being asked for permission as the land owner. Members agreed that this could go ahead subject to suitable trees being identified by North Kent Countryside Partnership.

Recommended:

1. That the ATC/RFO be thanked for his work in progressing the pond improvements and continue with the current projects as detailed.
2. That the ATC/RFO schedule a community engagement event for the half term week at the end of October to begin the process of setting up a Heritage Watch Group.
3. That the request for a tree planting event in the Heritage Park be agreed subject to North Kent Countryside Partnership agreeing suitable trees.

226/19-20. FRIENDS OF SWANSCOMBE HERITAGE PARK (FOSHP) REPORT OF ACTIVITIES.

Brenda Bobby confirmed that the Teddy Bears Picnic had been a success and that they were now working towards the Halloween Disco on 25 October 2019.

Recommended: That the item be noted.

227/19-20. 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.

228/19-20. **ANY OTHER ITEMS RELATED TO HERITAGE.**

The Chairman reminded members of the importance of noting any findings from archaeological surveys undertaken as part of planning permission, as these are a useful tool in ascertaining areas of interest.

229/19-20. **DATE OF NEXT MEETING.**

Recommended: That the next meeting be scheduled for Tuesday 7 November 2019 at 10.00am.

There being no further business to transact, the meeting closed at 10.20 am.

Signed: _____ Date: _____
(Chairman)

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T/C 9/10/19

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.

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T/C 9/10/19

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Section 3 – External Auditor Report and Certificate 2018/19

In respect of **Swanscombe and Greenhithe Town Council – KE0278**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2018/19

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR:

- Unpaid direct debits as at the year-end have been incorrectly included as items of expenditure and as reconciling items in the bank reconciliation. The figure in Section 2, Box 8 should read £583,213. The unpaid direct debits should instead be included as reconciling items on the Box 7 / 8 reconciliation.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2018/19

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2019.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

27/08/2019

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2018/19 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

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T/C 2/10/19

1. INTRODUCTION

- 1.1 This is a written guide to the basic elements of the relationships between Councillors and Officers and seeks to:
- 1.2 Promote trust, openness, fairness and honesty;
- 1.3 Define roles to clarify responsibilities, avoid conflict, prevent duplication and secure compliance with the law and codes of conduct;
- 1.4 Maintain and enhance the integrity of the Town Council which demands the highest standards of personal conduct;
- 1.5 This protocol should be read and operated in conjunction with the Town Council's Standing Orders, Policies, codes of conduct and relevant legislation requirements.

2. PRINCIPLES

- 2.1 Members and Officers must always respect the roles and duties of each other. They must show respect in all their dealings by observing reasonable standards of courtesy, and by not seeking to take unfair advantage by virtue of their position;
- 2.2 Whilst Members and Officers are indispensable to one another, their responsibilities are distinct. Members are accountable to the electorate and serve only as long their term of office lasts. Legally, employees are employed by the Town Council and are accountable to it. Ultimately they serve the Town Council as a whole and not any particular political group, combination of groups or any individual Member.

3. THE ROLE OF MEMBERS

- 3.1 Collectively, Members are the ultimate policy-makers determining the core values of the Town Council and approving the Town Council's plans and budget;
- 3.2 Members represent the community, act as community leaders and promote the social, economic and environmental well-being of the community, often in partnership with other agencies;
- 3.3 Members are not authorised to instruct Officers other than through the formal decision- making process;
- 3.4 Members are not authorised to initiate or certify financial transactions, or to enter into a contract on behalf of the Town Council;
- 3.5 Members must respect the impartiality of Officers and do nothing to compromise it, e.g. by insisting that an Officer change his/her professional advice;

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Swanscombe and Greenhithe Town Council
Member / Officer Relations' Protocol.

- 3.6 Members should always deal with Officers in such a way as to preserve public confidence in the Town Council. It is equally important for Members to work with each other positively and with mutual respect;
- 3.7 In the conduct of Town Council business, there should be mutual respect and courtesy at all meetings and contacts, both formal and informal, between Members and Officers;
- 3.8 Members should avoid undermining respect for Officers at Town Council meetings, or in any public forum. This would be damaging both to effective working relationships and to the public image of the Council.

4. THE ROLE OF OFFICERS

- 4.1 Officers have a duty to implement decisions of the Town Council and its committees which are lawful, and which have been properly approved in accordance with the requirements of law and the Town Councils Standing Orders;
- 4.2 To provide technical and professional advice;
- 4.3 Officers have a legal duty to be impartial, they must not allow their professional judgement and advice to be influenced by their own personal views;
- 4.4 To provide help, support and advice to Members in respect of their duties and responsibilities. Officers have the right not to support Members in any role other than that of Member, and not to engage in actions incompatible with this Protocol;
- 4.5 Officers serve the Town Council through its committees etc. and not individual Members of the Town Council, whatever office the Member might hold. Officers should not have unreasonable demands placed on them, in terms of support to an individual Member or Members.
Officers will do their best to give timely responses to Members enquiries;
- 4.6 Members are entitled to all reasonable assistance from Officers in support of their role as a Town Council appointed representative on outside bodies.
- 4.7 Officers should not discuss confidential matters relating to the conduct or capability of a Member at Town Council meetings, in public or to individual members of the public privately or in the press.

5. THE RELATIONSHIP BETWEEN MEMBERS AND OFFICERS

- 5.1 The conduct of Members and Officers should be such as to instil mutual confidence and trust. The key elements are recognition of, and a respect for, each other's roles and responsibilities and these should be reflected in the behaviour and attitude of each to the other;
- 5.2 Informal and collaborative two-way contact between Members and Officers is encouraged, but personal familiarity can damage the relationship;

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Swanscombe and Greenhithe Town Council
Member / Officer Relations' Protocol.

- 5.3 Members and Officers should respect each other's free (i.e. non-Council) time;
- 5.4 Support services (e.g. stationary, typing, printing, photocopying) must only be requested/used for Town Council business only;
- 5.5 Members should not approach or pressure Officers to carry duties or provide resources or support in a biased or partisan way. Examples of this are:-
 - business which is solely to do with a political party,
 - electioneering,
 - work associated with an event attended by a Member in a capacity other than as a member of the Town Council,
 - private personal correspondence,
 - work in connection with another body or organisation where a Member's involvement is other than as a member of the Town Council. And
 - support to a Member in his/her capacity as a councillor of another local authority.

- 5.6 Members can expect Officers to:
 - a. behave in a professional and courteous manner,
 - b. be helpful and respectful to Members,
 - c. maintain confidentiality,
 - d. perform their duties effectively, efficiently and with political neutrality,
 - e. avoid personal close familiarity with Members and not use their relationship with Members to advance their personal interests or to influence decisions improperly.

- 5.7 Officers can expect from Members:
 - a. political leadership and direction,
 - b. respect, dignity and courtesy,
 - c. an understanding of and support for respective roles, workload and pressures,
 - d. not to be harassed or placed under undue pressure,
 - e. not to use their position or relationship with Officers to advance their personal interests or those of others to influence decisions improperly,
 - f. to comply with the Town Council's Code of Conduct.

6. THE MAYORALTY

6.1 The Mayor has a representative role on behalf of the Town Council, the position is non-political. It is reasonable for the Mayor to be supportive of local business, but the office should not be used for commercial promotions and the Mayor should not use his/her office, nor Officers, to by-pass recognised systems of working including the Civic Protocol.

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7. MEDIA RELATIONS

- 7.1 Press releases or statements made by Officers must promote or give information on Town Council policy, services or events. They will be factual and consistent with Town Council policy. They cannot be used to promote a political group.

8. COMMUNICATIONS

- 8.1 Communications between an individual Member and an Officer should not normally be copied (by the Officer) to any other Member. Where exceptionally it is necessary to copy correspondence to another Member this should be made clear to the original Member. A system of "silent/blind copies" should not be employed.
- 8.2 Official letters on behalf of the Council should normally be sent out in the name of the appropriate Officer, rather than in the name of a Member. Letters, which for example, create obligations or give instructions on behalf of the Town Council should never be sent out in the name of a Member.

9. COMPLAINTS AND ALLEGATIONS OF BREACHES OF THIS PROTOCOL

- 9.1 If a Member believes an Officer may have acted other than in accordance with this Protocol, he/she should raise their concern with Town Clerk who will consider how the complaint or allegation should be dealt with. Where a complaint/allegation concerns the Town Clerk this should be raised with the Assistant Town Clerk. A breach of this protocol by an Officer may lead to an investigation under the Staff Disciplinary Procedures.
- 9.2 If an Officer believes a Member may have acted other than in accordance with this Protocol, he/she should raise their concern with the Town Clerk who will consider how the complaint or allegation should be dealt with, this may include informing the Monitoring Officer at Dartford Borough Council.

SUGGESTIONS FOR 2020 - 2021 ESTIMATES.

At the full Council meeting held on 4 July 2019 Members were asked for suggestions in relations to projects/items to be considered for the 2020-21 Estimates (agreed deadline of 31 August 2019). I would like to take this opportunity to thank members for the information/suggestions provided.

Below is the list of the projects/items received, for each of these I have attempted to gain costings and also any wider factors for members' consideration.

Suggestion:	Cost:	Implications:
Contribution towards the cost of operating a Community Fun Day in the summer of 2020	£800	This would be a basic contribution only towards the overall costs. Without further information on the proposed format for the event it is impossible to cost the full implications.
Installation of a notice board within the grounds of Ingress Park Community Centre.	£2,700	This costing is based on installing a new notice board of the same style as those recently replaced within Swanscombe and Knockhall Parks. In addition to the capital expenditure members will need to be aware that maintaining this notice board could take up to an hour per week of staff time given its location.
Match funding contribution towards the reinstatement of the pond within Swanscombe Heritage Park.	£4,000	The overall project cost is to form part of a bid to the National Lottery for £10,000, but this money would form a matching to support the bid process.
Swanscombe Park – Sensory Garden	£2,000	These funds would be to undertake initial soft landscaping to improve access and planting around the existing troughs to start to build a sensory garden in the fenced off area to the left of the entrance into Swanscombe Park. Members will need to note that to create a fully accessible sensory garden in this area would require in excess of 90m of DDA compliant pathway. When comparing to the 60m of pathway created by Bluewater for the Heritage Pond project this had an

RFO REPORT
TOWN COUNCIL – 9 OCTOBER 2019

		<p>estimated cost of £3,000 with volunteer labour.</p> <p>The £2,000 would have to be considered as a contribution with further funding sought.</p>
Ingress Park Community Centre – Mini Sensory Garden	£800	<p>This funding would be to create a mini sensory garden within the grounds of Ingress Park Community Centre. This would be for the planting of highly perfumed plants.</p> <p>Members would need to note that the grounds of the community centre would not be open to the public as an open space and the hall users may not wish people to be in such close proximity when the building is in use.</p>
Bodystat Machine – Swanscombe Centre	£2,500	<p>This is a machine to enable users of the Swanscombe Centre to map their health levels and any progress they are making.</p> <p>It has been proposed that this amount is matching funding with the remainder of the costs being met between GCLL and the KCC Member for Swanscombe and Greenhithe.</p>
Replacement Trees – Semi mature across various sites	£15,000	<p>This is the cost to replace the 12 trees that have been identified to be felled as part of the recent tree survey.</p> <p>Each tree would require around 50 litres of water every 2 weeks during their establishment period which would occupy a large proportion of resources from the Parks Department.</p> <p>My recommendation to members would be to replace 2-3 trees each year for the next 5 years (before the next tree survey is due) at an annual cost of £3,000.</p>

RFO REPORT
TOWN COUNCIL – 9 OCTOBER 2019

Total	£27,800	This is based on suggested costs and contributions only. Additional costs, such as staff time, has not been added to the total.
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Recommended:

To discuss and finalise the projects/items for inclusion in the 2020 – 2021 Estimates.



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Serving Parish & Town
Councils in Kent

KALC NEWS August 2019

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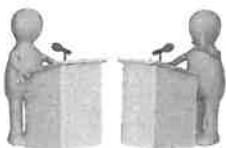
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PAYMENTS TO KALC FOR TRAINING

When making payment to us by Direct Credit/ BACs for either Training or Publications etc, please can you ensure that you quote the invoice number in the reference area of the payment you make, so that this can be clearly identified when we get our bank statement which is then reconciled against your account and on our accounts software.

Please also be reminded that ALL invoices for Training and Events are now sent directly to the email address of the booking person when booking through Eventbrite. Confirmations and Invoice will be sent directly on completing the booking form. KALC will no longer be sending invoices other than receipts when requested.

Many thanks.



Second that Motion! Our Annual General Meeting will take place on 30 November 2019. The last date for submitting motions for debate at the Meeting is 4 October 2019.

Leading Your Learning

KALC Learning and Development

Summer is upon us, and having survived the hottest day on record, our learning programme slows down over the month of August when Councils traditionally take a break from routine business. Our Dynamic Councillor induction programme resumes on Thursday 29 August, when we hold our next event at Meopham Cricket Pavilion. This is sold out, so our next venue with places available is at Ditton Community Centre on Saturday 7 September. For further details on those events, please visit our webpage here:

[https://
www.eventbrite.co.uk/o/
kent-association-of-local-
councils-18080898484](https://www.eventbrite.co.uk/o/kent-association-of-local-councils-18080898484)

We have just launched our Autumn programme of Conferences and these will be live by the time you receive this copy of KALC News.

Along with our annual Clerks Conference, we are pleased to begin preparations for our annual Finance Conference. We have also set up our very first Transport Conference, which is in response to feedback from many of our member councils. Dates and times are detailed in the next column and we sincerely hope to see you at one of our upcoming sessions in the near future. In the meantime, have a glorious August break!

KALC

ANNUAL CLERKS' CONFERENCE

Tuesday 17 September 2019

At

West Faversham
Community Centre
Bysing Wood Road
Faversham
ME13 7RH

ANNUAL FINANCE CONFERENCE

Supported by
CCLA
GOOD INVESTMENT

Saturday 12 October 2019

At

The Herne Centre
School Lane
Herne, Herne Bay
CT6 7AP

INAUGURAL TRANSPORT CONFERENCE

Saturday 26 October 2019

at

West Faversham
Community Centre
Bysing Wood Road
Faversham
ME13 7RH

Now booking here:

[https://www.kentalc.gov.uk/
Training_and_Events_216
77.aspx](https://www.kentalc.gov.uk/Training_and_Events_21677.aspx)

COMING SOON TO A VENUE NEAR YOU... THE DYNAMIC COUNCILLOR LEARNING EVENT

KALC's Workshop for the new Councillor or for those who might want some refreshment in procedure

What's Next?

- ◊ Do you know your responsibilities as a Local Councillor including the code of conduct?
- ◊ Do you know the difference between a legal duty and a power and why it is important?
- ◊ What is the General Power of Competency and why is it better than the power available under the L.G.A. 1972, S.137?
- ◊ Who constructs the agenda and why are the resulting minutes your most significant legal document?
- ◊ What are the concerns and options for a Local Council that wishes to consult its electors?

We have events all over the county to suit all our thirteen district areas, so there will be one near you or one that is at a suitable time. Follow the links on the event to book your place online!

Each session will cover:

- Roles and Responsibilities
- Powers, Duties and Precepts
- Management and the Meeting
- The Council and the Community

◊ Saturday 7th September – Dilton Community Centre. 9.00 am – 12.30 pm Click to book	◊ Thursday 5th December – Cranbrook and Siassinghurst. 13.00 pm – 16.30 pm Click to book
◊ Thursday 12th September – Kent Fire and Rescue Road Safety Experience. 13.00 pm – 16.30 pm Click to book	
◊ Tuesday 24th September – Sevenoaks Town Council. 18.00 pm – 21.30 pm. SOLD OUT	
◊ Tuesday 1st October - Hythe Sports Pavilion. 18.00 pm – 21.30 pm. SOLD OUT	
◊ Saturday 18th October - West Faversham Community Centre. 9.00 am – 12.30 pm. Click to book	
◊ Tuesday 22nd October - Minster Pavilion. 13.00 pm – 16.30 pm Click to book	
◊ Saturday 9th November – Kings Hill Community Centre. 13.00 pm – 16.30 pm. Click to book	
◊ Tuesday 12th November - Langton Green Sports Pavilion, Spaldhurst. 18.00 pm – 21.30 pm. Click to book	
◊ Saturday 23rd November - Lenham Community Centre. 9.00 am – 12.30 pm Click to book	

Kent Association Of Local Councils

OUR CONTACT DETAILS

01843 811111

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One Public Estate (OPE)

OPE is a national programme intended to encourage local authorities to work with central government and other public sector organisations to share buildings and re-use or release surplus property and land. It may lead to land and buildings being sold, shared, repurposed, or used for income generation. It is being delivered in partnership by the Office of Government Property within the Cabinet Office and the Local Government Association. It provides practical and technical support and funding to local authorities to deliver ambitious property-focused programmes.

It is looking likely that there will be an opportunity to bid for revenue funding from the One Public Estate Programme and capital funding from the Ministry of Housing, Communities and Local Government (MHCLG) Land Release Fund (LRF) later this year.

At present the details of an announcement are unclear. We have been advised that the amount of funding on offer for both 'pots' will be smaller than previous competitions which means that the competition will be fierce. Previous competitions have seen bids more than double the amount of funds available.

The Kent Estates Partnership (KEP) has achieved grant funding offers in every competition it has entered a bid and would like to continue to help projects in Kent make successful applications. At the recent Future of KEP workshop a **Projects Pipeline** approach was suggested to ensure potential projects can be identified and helped to bid.

OPE Projects

- Demonstrate how partnership working together with central government and/or wider public bodies will deliver outcomes
- The ownership of all the assets involved in the project must be clear and some must be in public sector ownership
- Should have a timeline that shows delivery within the next 5 years, or 10 years for major transformative projects
- Deliver against one or more of the OPE core objectives: -
 - Creating economic growth (new homes and jobs)
 - Delivering more integrated, customer focused services
 - Generating efficiencies, through capital receipts and reduced running costs.

LRF Projects

- Enables land release for house building or housing development on land owned by public sector
- Has a timeline that would deliver the release of land for housing within two years
- Demonstrates the economic benefit

If your council is working with your principal authority or other public sector organisations on a project that you think might be eligible for funding under the OPE or LRF then please let us know, by e-mailing us at chief.executive@kentalc.gov.uk.

Web Accessibility Regulations

The Public Sector Bodies (Websites and Mobile applications)(No.2) Accessibility Regulations 2018 came into force on 23 September 2018. The purpose of the regulations is to improve the accessibility of public sector websites/mobile apps so that they can be used by as many people as possible. They build on existing obligations to disabled people under the Equality Act 2010 and the duty to make reasonable adjustments for disabled people.

The regulations apply generally to public sector body websites and apps, which includes local authorities. It is NALC and KALC's view that the Regulations apply to local councils. **Please read NALC Legal Briefing L09-18** which can be downloaded from the NALC website <https://www.nalc.gov.uk/> (Legal Briefings – Information Law) and the KALC website www.kentalc.gov.uk (Members Area, Legal, Information Law).

Important Dates

What's covered	Deadline to comply with the regulations
New public sector websites published after 22 September 2018	22 September 2019
All other public sector websites	22 September 2020
Public sector mobile applications	22 June 2021

What you need to do

There are 2 main requirements:

1. Meet the accessibility standards – this means making your website perceivable, operable, understandable and robust. This can be done by meeting accessibility standards – WCAG 2.1 AA or its EUI equivalent EN301 549.
2. Publish an accessibility statement – see the Government Digital Service sample accessibility statement at [DGS - sample accessibility statement](#)

If your council website is not compliant by the relevant date, then (like GDPR) it will be important that the council can demonstrate that it is working towards compliance.

A council is not required to comply with the accessibility requirement if doing so would impose a disproportionate burden on the council. A council seeking to rely on this exemption must perform a disproportionate burden assessment, which would need to include (a) the size, resources and nature of the council and (b) the estimated costs and benefits for the council in relation to the estimated benefits for persons with disabilities, taking into account the frequency and duration of use of the specific website or mobile application. Things like lack of time or knowledge cannot be taken into account.

For further details please read the KALC Information Note and the NALC Legal Briefing L09-18, which have been sent to all member councils. These can also be accessed from the Members section of the KALC website under Legal – Information Law. We will also be running 2 pilot accessibility training sessions shortly, which will be advertised on the KALC website.

Reduce, Reuse and Recycle...



REDUCE-REUSE-RECYCLE

Recycle Week takes place on 23 to 29 September 2019. We don't want our members to be "late to the party". The dedicated week is now in its seventeenth year, and the campaign gets bigger and better all the time.

In the last year, we've all realized that some of our biggest environmental problems could be solved by recycling. The television reports we have seen of plastic matter clogging up ocean life have had a big impact on so many. Likewise, we are all familiar with Bags For Life (even if we do forget them from time to time!). Some supermarkets now use paper bags at their checkouts...something we haven't seen since the 1970s.

As local communities, we all have a duty to do the best we can to promote, and practice, recycling.

Making sure your facilities are up to scratch is one way of making your contribution. If you have a village hall, make sure you can

encourage your hirers to use your separated bins so that they are doing their duty too.

Promote the outdoor recycling points that are near enough to your area and make sure that everyone is aware of their correct refuse collection. There is, of course, a very fine line between friendly promotion and draconian advice, so this must also be borne in mind!

The theme for Recycle Week is: **Recycling. Its in Our Own Hands.**



It gives ownership to everyone, and means that most participants can use the slogan for a variety of innovative ideas.

The Week promises to be a very active one, with business partners encouraging the public to "wash, squash, rinse, crush and separate." Whilst it sounds like hard, physical work we all know it is one of the easiest things we can do to help our environment.

More information is available from various sources. The first "Port of Call" would be visiting Kent County Council's dedicated



GO GREEN!

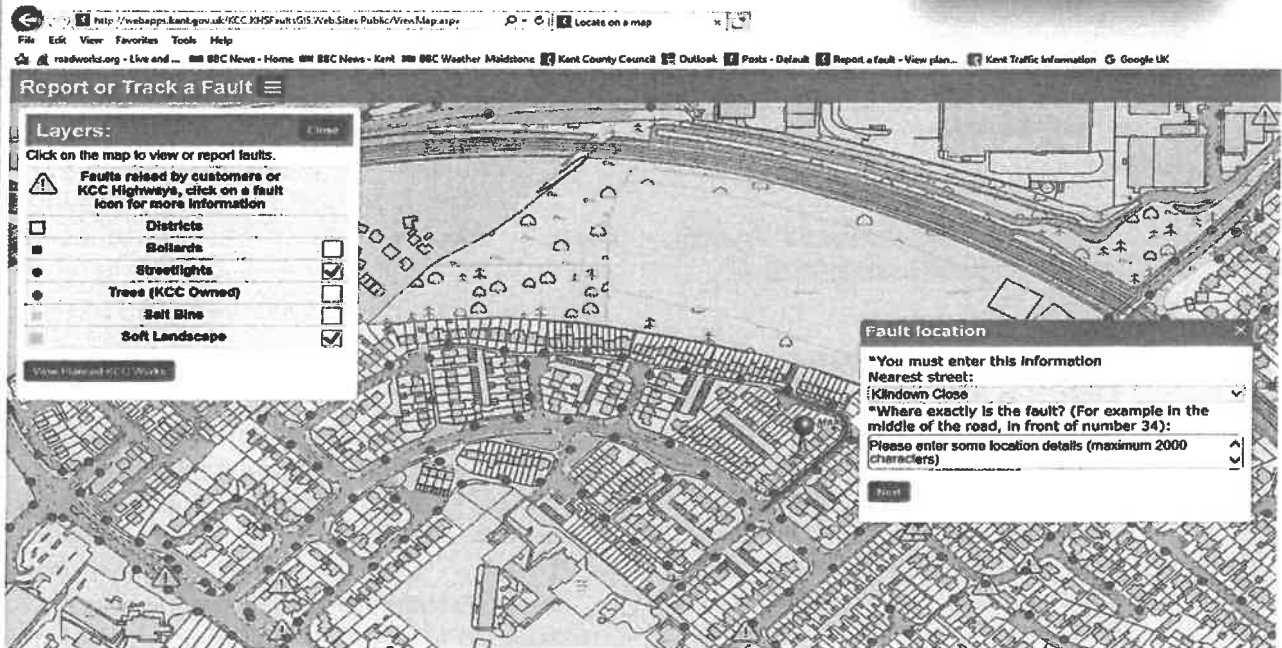
webpages, that can be found here: <https://www.kent.gov.uk/waste-planning-and-land/rubbish-and-recycling>

There are other information points that are a mine of information, and may have further ideas for your community to consider. The first one is *RecycleNow* whose website is <https://www.recyclenow.com/> which is extremely informative and user friendly. Lastly, the work of *Waste and Resources Action Programme* (WRAP) is both innovative and of great importance. Their website can be found here: <http://www.wrap.org.uk/>

There will be lots of publicity in the coming weeks regarding the launch of this very important initiative. Promotion of it is key, and hopefully it will trigger a whole new generation of recycling so that it becomes a normal, every day habit in our towns and villages.

Highways fault reporting tool

www.kent.gov.uk/highwayfaults



It's the quickest and easiest way to tell Highways about issues

- You can see existing faults (raised by customers and highways staff) and highways assets such as streetlights, salt bins, bollards, trees and grass verges. Traffic Signals, roadside drains and structures were added in June of this year also.
- You are able to provide specifics about how bad a fault is and exactly where it is without having to get someone on the other end of a phone to understand it first
- You can upload photos or videos to show how bad things are and help highways to prioritise repairs.
- It saves the council £5 on every enquiry logged online as that's what it costs KCC to manage a phone call and faults go directly to the relevant Highways team rather than having to be triaged first.
- You can input your contact details for any updates to be provided and can track your enquiry through to resolution using the details that are automatically emailed to you.
- The reporting tool can be easily accessed from all kinds of devices (its optimized for smartphones and tablets) and can use local KCC libraries or gateways if you don't have internet access at home.
- It frees up our Contact Point staff to handle emergency and complex enquiries
- A video has been launched to guide customers through the reporting tool and this can be found on the KCC website or on YouTube by searching for KCC highways fault reporting tool.
- Whilst there are 3rd party apps available such as Fixmystreet, these simply generate an email to KCC and are not acted upon as quickly, as they have to be triaged and then input onto back office systems which does lead to a delay.

Consultation, Consultation, Consultation: Have your say in the Debate...



Kent County Council (KCC) regularly asks its residents for its opinions and ideas regarding present and future policy and plans. Here are some current consultations which may be appropriate to your town or parish:

Kent and Medway Energy and Low Emissions Strategy, deadline 23 September 2019

- Kent and Medway are growing. By 2031 it is anticipated that there will be almost 180,000 new homes and nearly 400,000 extra people, a 24% increase from 2011 levels. The local economy is expected to continue to expand, creating an additional 170,300 jobs by 2031, a 21% increase from 2011 levels, in line with forecast population growth. Growth, if clean, is a significant opportunity for Kent and Medway. Measures to tackle poor air quality and lower emissions will have multiple benefits. For instance, promoting active travel especially walking and cycling improves health and reduces congestion; and supporting a switch to more efficient, low carbon energy use creates jobs and new market opportunities. <https://consultations.kent.gov.uk/consult.ti/energyandlowemissionconsultation/consultationHome>

Domestic Abuse Strategy - deadline 30 September 2019

- The Kent and Medway Domestic Abuse and Sexual Violence Executive is consulting on a partnership document which details the vision and strategy for preventing and reducing domestic abuse in Kent and Medway. Working collectively to meet the aims and objectives within this strategy will help to ensure that when people experience abuse, they can access

the help and services which they need.

Many different services and providers work to support families and individuals affected by domestic abuse. This strategy will bring the work of partners together, working to the same objectives over Kent and Medway, enabling the strongest response and services possible.

The strategy discusses five key priorities:

- Driving change together - emphasising the importance of promoting change through joint commitment, leadership and partnership working,
- Prevention and early intervention - seeking to reduce the incidence of domestic abuse through effective preventative support,
- Provision of services - having responsive and effective services for groups at risk of, or subject to domestic abuse,
- Minimising harm - equality of access to all and supporting a person or family through longer term support needs,
- Justice, recovery and ongoing protection - provision of effective, engaged, supportive, responsive and timely protection and justice.

Domestic abuse is a widespread crime which affects many people. Together we can better help those affected and reduce its impact.

<https://consultations.kent.gov.uk/consult.ti/domesticabusestrategy/consultationHome>

Consultation, Consultation, Consultation: Have your say in the Debate...



Kent Nature Partnership Biodiversity Strategy 2019 to 2044, Deadline 1 September 2019

- The Kent Biodiversity Strategy sets out the contribution the county of Kent, and the Kent Nature Partnership, can make to the Government's ambition to leave our environment in a better state than we found it and the aspirations set out in its 25 Year Environment Plan "A Green Future". We want to hear your feedback on our proposed Biodiversity Strategy for the county, which includes goals and targets for the restoration and revival of Kent's wildlife and objectives for how to better connect people with the natural environment and the benefits this brings. Your views are important in helping us to ensure we have set a suitably ambitious but achievable Strategy that not only results in habitats that are thriving with wildlife and plants but inspires citizen engagement and connection. <https://consultations.kent.gov.uk/consult.ti/Kentbiodiversityconsultation/consultationHome>

Kent White Lining Programme

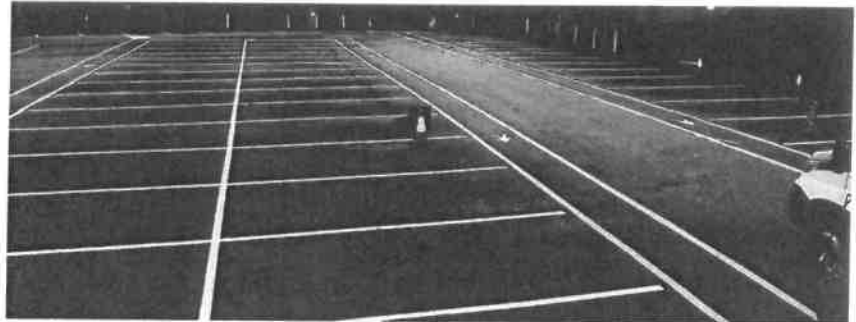


2019/2020 has seen a huge increase in budget to undertake planned white line refreshing across the county.

This summer we are digitally collecting asset data and road marking condition across the whole of our high-speed road network to help inform future investment and cyclic maintenance. A large programme of line refreshing will follow on these routes this summer and a 5-year programme to keep lining in good condition is being developed.

Next year will see this work carried out on the remaining A road network.

We are exploring new technology including drones and artificial intelligence to predict where white lining will need intervention so that we can plan works ahead of line deterioration.



New materials are increasing the life expectancy of white lining in highly trafficked areas and we are using these proactively to avoid constant maintenance.

White lining needs to be carried out during dry warmer weather. Severe cold and the presence of grit on the road can make white lining fail almost as soon as it is trafficked, we therefore run annual spring / summer programmes.

Outside of the planned works, we refresh safety critical lining where it has been identified through our cyclic inspection programme, identified by our highway stewards or reported by customers.

Yellow parking restriction markings may be installed as part of a highway scheme, but the majority of yellow parking lines are maintained by the Borough and District Councils as part of their parking management.

White lining is an important aspect of the highway supporting drivers in the safe use of the network. This increased investment and use of data will improve the conspicuity of the network day and night, reducing collisions and getting more work delivered at the optimum time.

Kent Waste Management



What Happens to Our Food Waste?

Do you ever wonder what happens to the food waste that you segregate in your food bins? Take a look at the video on the Kent County Council website that shows the process the food waste undergoes once it leaves the kerbside:

<https://bit.ly/2IUODho>



Seaside Litter

Planning a trip to the coast this summer? Stop us from becoming a Plastic Planet and remember to either use the litter bins or take your waste away with you.

Tip: You can prepare a 'waste-free' picnic beforehand by removing plastic packaging and keeping food in reusable containers!



Test Your Waste Knowledge!

Q: What percentage of Kent's waste was sent to landfill during 2017/18?

A. 1.05%

B. 24.37%

C. 67.19%

Answer: A. 1.05% of Kent's waste was sent to landfill in 2017/18—keep up the good work!

Chargeable Materials at Kent's HWRCs

Please be aware that charging for soil, rubble, hardcore and plasterboard was introduced at the 18 HWRCs in Kent on 3rd June 2019. Charges for tyres still apply.

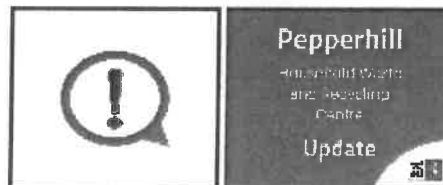
All other materials can be taken to the site free of charge. Please see the Kent County Council website for up to date information on restricted vehicles, site opening hours and materials that can be accepted at each of the sites: <https://bit.ly/2iDQGGg>

Please note that the sites can only accept payment by card.

Pepperhill HWRC: Site Closure

Please be aware that the Pepperhill Household Waste Recycling Centre and Transfer Station will be closed for essential maintenance for a period of 9 weeks.

The last day members of the public can use the site is Saturday 17th August. From Sunday 19th August, the site will be closed.



Time to Clean Up Our Acts!

Do your bit for your community and organise a volunteer litter pick! You can contact your local district council who may be able to provide you with litter picking equipment. Get in touch with them for further information.



Keep Kent Clean

News From Our National Association...



NALC Annual Conference

Don't Forget the keynote event in our National Association's calendar. Taking place on 28-29 October 2019, the two day Conference will be held once more at the Double Tree by Hilton Hotel in Milton Keynes. The event promises to be essential for anyone who is interested in the role of local councils, those who are passionate about the stronger community, and giving a democratic voice to communities who work in partnership with others.

The Conference will also hold the NALC

Annual General meeting on 28 October.

NALC's Star Council Awards are also taking place during the proceedings: a showcase not to be missed.

Further information and booking can be found here:

<https://www.nalc.gov.uk/our-events/annual-conference-2019>

Model Financial Regulations 2019 for England and Wales

The Model Financial Regulations for England and Wales have now been updated. Available from both the KALC website under "Latest News" here: <https://www.kentalc.gov.uk/> and on the National Association of Local Council website <https://www.nalc.gov.uk/members-updates/entry/1254-guidance-on-the-model-financial-regulations-2019-for-england-and-wales>

Tree Charter Day - 30 November 2019

NALC has urged all local councils to sign up to the Tree Charter and become Charter Branches. The Tree Charter set out the principles for a society in which people and trees can stand stronger together. The Woodland Trust and the National Union of Students are also closely involved with the Campaign, If your Council signs up to being a Charter Branch, you will receive a monthly newsletter that includes ideas

along with highlighting the work local councils are doing to maintain their green spaces. The Tree Charter Day on 30 November has a theme of "Tree Planting". The Woodland Trust can give your local Council free trees...that has to be a good thing. You can find out more about that by visiting this page:

<https://www.woodlandtrust.org.uk/plant-trees/free-trees/>

Local Councils and Burials: A Grave Issue



Some of our member Councils have burial ground that are under their jurisdiction. Every so often, KALC likes to run a workshop type event for those councils who might benefit from best practice and

legalities of this very specialized field of work.

We are keen to know which of our Councils would like to participate in such a session and if any of them might be available to host that event in their community.

Obviously, it is a very bespoke area, and in the past, we have been very blessed with volunteer Councils.

It would help enormously if we could know which of you does indeed hold the title of a burial authority, or keeps burial grounds, in your parish or town.

If you could let Clive Powell know, that would be marvellous, and also whether you might be prepared to host a workshop at your Council.

Many thanks for any help you might be able to offer us.

adviser@kentalc.gov.uk

Let the Children Play...

Hadlow Parish Council is hosting a Register of Play Inspectors International Routine Inspectors Course with the Play Inspection Company on Wednesday 9 October 2019. The course is to learn how to complete visual safety checks on play equipment for daily and weekly checks. For those that wish to be on the RPII qualified register there is an exam at a cost of £100 which will be taken at the end of the day using a park in Tonbridge for testing, therefore for those people the day will end closer to 3.30-4pm. Both Williams Field (Hadlow) and Signpost Field (Golden Green will be used for visual checks throughout the main day).

Further details regarding the day and to book can be obtained from the Clerk at Hadlow Parish Council here:

Melanie Stepkowski

Parish Clerk & RFO

Hadlow Parish Council

T: 01732 851878

E: clerk@hadlowpc.co.uk

Annual General Meeting 2019



Our Annual General Meeting takes place on Saturday 30 November 2019 at Ditton Community Centre. We will have the usual mix of debate, business and

networking at the event.

We will be pleased to offer delegates a lunch sponsored by Came and Company, Local Council Insurance.



We are delighted to confirm that we have two speakers at our Meeting:

- David Astley OBE, Chairman of South East Coast Ambulance Service (SECamb)

http://www.secamb.nhs.uk/about_us/trust_board1.aspx

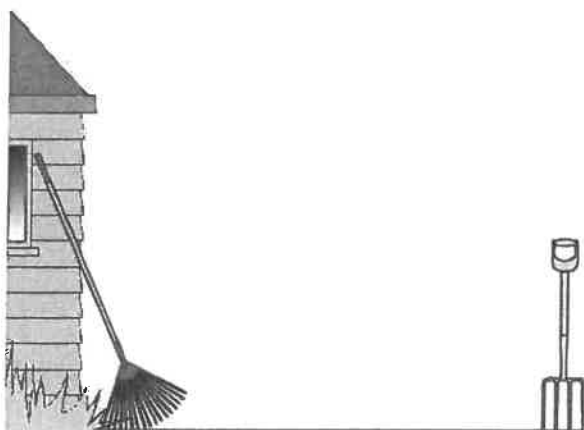
- Tracey Crouch MP, Member of Parliament for Chatham and Aylesford, who will speak of her special interest in combatting loneliness in the UK <https://www.traceycrouch.org/>

We would be pleased to see as many representatives from Councils as possible. Each Council can send two voting representatives. We will be sending out relevant papers in the second week of October.

In the meantime, make sure you have a space in your diary, and we look forward to seeing you at our keynote event of the year!

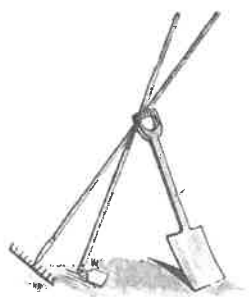
Allotments: What You Should Know...

Many of our Councils have allotment facilities, and as we are all aware, their popularity has soared in recent years. Waiting lists for plots have increased, and there is a real trend emerging in places where gardens are at a premium. This may be due to the rise of multioccupancy dwellings in urban areas. However, there is also a real push for a more natural, ecologically sound method of food production which many are embracing with a passion.



The local council is key in promoting and managing allotment space. The best resource available for general information is through the National Society of Allotment and Leisure Gardeners (NSALG) who represent the pastime. Their website is a mine of useful information and you should always check it for updates on the subject. You can see it here <https://www.nsalg.org.uk/> and there are always useful resources and downloads that are freely available to users.

From time to time, KALC runs an "on demand" session that has proved



extremely popular to our members. Our "*Introduction to Allotment Law and Management for Local Councils*" is a three hour training module and workshop that helps

equip Councils for the task in hand.

We have arranged our next event at Lenham Community Centre on 9 January 2020. This may seem a long way off, but the course is a popular one, and we are also running it as a bigger venture this time.

Save the date for now, and look out for our official launch in the Autumn.

Fundraising Ideas

Back Page



- The Port Of Dover Community Fund is currently open for applications, and welcomes applications from the community to enhance the social, cultural and environment of the area. More information can be found here: <https://www.doverport.co.uk/csr/community-fund/>

- Frank Brake Charitable Trust Fund. Projects to protect, guide and develop children and young people for their future, including their participation in team sports. This fund is also seeking to fund small grassroots groups that are working to achieve positive social outcomes for those who are experiencing, difficult circumstances due to neurological conditions. Activities should deliver real value and be an inspiration to the local communities within Ashford and its surrounding areas (10 mile radius). <https://www.fundingforall.org.uk/>

- The Pargiter Trust Fund will provide grants to not-for-profit organisations who are providing support to elderly people living in Kent and Medway who are over 65 years of age. <https://pargitertrust.org.uk/about-us/>



Kent Association Of Local Councils

Dover District Council Offices
White Cliffs Business Park
Whitfield
Dover
Kent
CT16 3PJ

TELEPHONE 01304 820173
email: kalc@kentalc.gov.uk
www.kentalc.gov.uk



KALC NEWS

September 2019

Welcome Back!

Our Annual General Meeting takes place on Saturday 30 November 2019 at Ditton Community Centre. We will have the usual mix of debate, business and networking at the event.

We will be pleased to offer delegates a lunch sponsored by Came and Company, Local Council Insurance.

We are delighted to confirm that we have two speakers at our Meeting:

- David Astley OBE, Chairman of South East Coast Ambulance Service (SECamb)

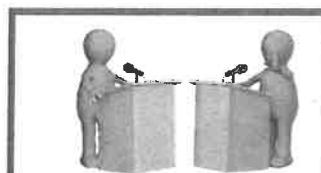
<http://www.secamb.nhs.uk/about-us/trust-board1.aspx>

- Tracey Crouch MP, Member of Parliament for Chatham and Aylesford, who will speak of her special interest in combatting loneliness in the UK
<https://www.traceycrouch.org/>

We would be pleased to see as many representatives from Councils as possible. Each Council can send two voting representatives. We will be sending out relevant

papers in the second week of October.

In the meantime, make sure you have a space in your diary, and we look forward to seeing you at our keynote event of the year!



Second that Motion!
Our Annual General Meeting will take place on 30 November 2019. The last date for submitting motions for debate at the Meeting is 4 October 2019.

Your News in September...

- Front Page
- Page 2 Learning and Development News
- Page 3 Came and Company
- Pages 4 and 5 Updates on Our Website and our Booking System
- Pages 6 to 8 News from Our National Association
- Pages 9 and 10 Long Ago and Far Away: Nostalgic Tales from Nackington
- Page 11 Kent Police Publicity
- Page 12 Kent Police Publicity
- Page 13 and 14 Kent Police Information
- Page 15 and 16 Kent Fire and Rescue Updates
- Page 17 Kent County Council Updates
- Page 18 In Your Neck of the Woods
- Page 18 Health and Wellbeing - Everyone's Responsibility
- Page 19 Bits and Pieces
- Page 20 Back Page

KALC Learning and Development

Our Upcoming Conferences and Workshops

- ⇒ Annual Finance Conference,
Saturday 12 October 2019
The Herne Centre, School Lane, Herne
CT6 7AP
- ⇒ KALC Transport Conference,
Saturday 26 October 2019
West Faversham Community Centre
Bysing Wood Lane
Faversham
ME13 7RH

To book any of our events, go to our website, www.kentalc.gov.uk, and follow the links to our "[Training and Events](#)" page.

You will find details of all our workshops and conferences on that page, with a direct link to our Eventbrite booking system for the particular session you would like to participate in.

Of course, we are here to answer any questions you may have about any of the events we are holding, so do let us know if you have any queries..

We look forward to seeing you at any of our events!

Dynamic Councillor

- ⇒ Saturday 19th October - West Faversham Community Centre. 9.00 am — 12.30 pm.
⇒ [Click to book](#)
- ⇒ Tuesday 22nd October - Minster Pavilion.
13.00 pm — 16.30 pm [Click to book](#)
- ⇒ Saturday 9th November – Kings Hill Community Centre. 13.00 pm — 16.30 pm. [Click to book](#)
- ⇒ Tuesday 12th November - Langton Green Sports Pavilion, Speldhurst.
18.00 pm — 21.30 pm. [Click to book](#)
- ⇒ Saturday 23rd November - Lenham Community Centre. 9.00 am — 12.30 pm [Click to book](#)
- ⇒ Thursday 5th December - Cranbrook and Sissinghurst. 13.00 pm — 16.30 pm [Click to book](#)

News from Our National Association...



NALC ANNUAL CONFERENCE 2019

NALC's Annual Conference and Exhibition 2019 is an essential event for anyone interested in the role of local (parish and town) councils in strengthening their communities. So join them and other parts of the public, private and voluntary sectors to discuss some of the key policy issues of the moment affecting the country and communities.

The event will reinforce NALC's vision for local councils to be the natural focus for a range of public activity and service delivery; giving a democratic voice to those communities working in partnership with other agencies.

This vision puts local councils at the heart of building stronger communities in a post-Brexit world.

This will be a unique opportunity for councillors, clerks, county association officers, exhibitors and sponsors to network and share good practice, and to gain solutions to local issues which can help build stronger communities.

Now established as the biggest event in the local government calendar for local councils, the event provides:

- keynote speakers on the latest policy issues and developments affecting local councils including the secretary of state for Housing, Communities and Local Government (invited), chairman of the Local Government Association (LGA) (confirmed) and chairman of NALC (confirmed)
- practical workshops on a range of hot topics affecting councils including good practice, case studies and networking, and opportunities for questions and discussion
- an expanded sector-specific exhibition showcasing products and services from organisations that can support your council's every need
- **Star Council Awards 2019** presentations and dinner and the NALC annual general meeting.

Her Royal Highness The Princess Royal, Princess Anne, will be attending the National Association of Local Councils (NALC) Annual Conference on 29 October 2019.

The Princess Royal is the only daughter and second child of The Queen and The Duke of Edinburgh. Her Royal Highness is involved with over 300 charities, organisations and military regiments in the UK and overseas, and she devotes a large part of her working life to official engagements and visits.

Cllr Sue Baxter, chairman of NALC, said: "We are delighted to be joined by Her Royal Highness The Princess Royal as our special guest at this year's Annual Conference. This only further highlights the attention local (parish and town) councils are getting for all the incredible work they are doing to build strong communities." NALC's Annual Conference two-day conference takes place in Milton Keynes on 28/29 October 2019. The conference will feature workshops on investment, cybercrime, safety, health and wellbeing, rural issues, youth engagement, communication, fairer funding, transport and climate change, as well as keynote speaker Cllr James Jamieson, chairman of the Local Government Association.

News from Our National Association...

nalc

National Association
of Local Councils



**Dementia
Friendly
Communities**

As KALC members will be aware, our Association is proud to be a Dementia Friendly

Organisation and signed a Strategic Commitment on 24 May 2018 with Kent Fire and Rescue Service and the Alzheimer's Society. This commitment has been ongoing and has been instrumental in making sure that the sterling work that goes on in our parishes and towns carries on and that Kent continues to be a true Dementia Friendly Community.

The National Association of Local Councils (NALC) became an official Dementia Friendly organisation on Friday 30 August 2019.

Cllr Sue Baxter, chair of NALC, said: "NALC is delighted to become a Dementia Friendly organisation and support the initiative. Our recent visit to Yealm showcased the amazing work the council is doing, and further supported our calls for more local councils to become dementia-friendly."

In case your community hasn't heard of the initiative, a dementia-friendly community can be defined as a place or

culture in which people with dementia and their carers are empowered, supported and included in society, understand their rights and recognise their full potential. This is especially important in rural areas to help make everyone feel a part of the community.

Local councils can make their first step in becoming dementia-friendly by signing up to become **Dementia Friends**. They can also ensure that all local council-owned buildings are suitable for people with dementia, or by creating all-inclusive social groups such as art and crafts, walking, reading, and an afternoon tea group, to help create a social community.

If you would like to know more about Dementia Friendly Communities, read more about this amazing scheme by following this link:

<https://www.alzheimers.org.uk/get-involved/dementia-friendly-communities>

No Money in Farming?

Groups of farmers and landowners will be able to bid for a share of a £2.5 fund to boost



environmental projects. Under the Countryside Stewardship Facilitation Fund, it is expected that around forty new facilitation groups will deliver large scale environment improvements in their area.

Improvements could include natural flood prevention, enhancing wildlife habitats or planting more trees.

Further information can be found here at:

<https://www.gov.uk/government/collections/countryside-stewardship-facilitation-funding>

The closing date for this round of applications is 5 October 2019, so do make your application as soon as possible.

Making it easier to get in touch

In an **EMERGENCY** only call



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 our front counters. To find your nearest one visit our website.

www.kent.police.uk/your-area

Crimestoppers – You can give information anonymously



- 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

0300 123 2040
Mon-Fri 9am to 5pm
Sat & Sun 9am-5pm

Ask the Police – Your policing questions answered

No need to phone. Get an instant answer online

Browse the **A to Z** question finder



www.askthe.police.uk

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



- 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 OPOC, Kent Police HQ, Sutton Road, Maidstone, ME15 9EX
- Call on 01622 678655
- Email contactyourpcc@pcc.kent.pnn.police.uk
- Twitter @PCCKENT
- Visit the website www.kent-pcc.gov.uk



Locator App Pinpoints 999 Callers Who Don't Know Where They Are...

Thursday March 21st, 2019

News Source: *The Times* (<https://www.thetimes.co.uk/article/locator-app-pinpoints-999-callers-who-don-t-know-where-they-are-56xjnfpkk#>)



Police and emergency services are introducing technology to help 999 callers identify their exact location, even when it is dark or they are in remote countryside. The "what3words" system enables callers with a mobile phone to access and share a unique three-word address that can bring police or rescuers to them when they cannot easily describe their whereabouts.

The system divides the world into a grid of nearly 60 trillion squares of 3m x 3m. Each has its own identifier which can be accessed using a phone's GPS. For example, the floor of the House of Commons is fence.garage.unable and the summit of Snowdon is super.ultra.enhancement. Eight forces and services including West Yorkshire Police, British Transport Police and Cambridgeshire Fire and Rescue are using the system after trials in which it helped officers to reach a kidnap victim and car accident survivors who were not visible from the road. The British startup behind the technology says it hopes it will be taken up by all UK forces and emergency services.

Call handlers in the participating areas can use *what3words* by sending a text to the caller with a link to a page showing their three-word address, based on the phone's GPS location. The caller can open the page and read out the address while staying on the line.

The intention is to shorten response times that can make the difference between life and death and to reduce the need for helicopters and multiple ground units in searches. Users say it is particularly helpful in rural areas without obvious reference points, but can also be effective in cities where people under stress may struggle to describe nondescript surroundings.

Those without the *what3words* app will need a mobile internet signal to open the link. However, if they have the free app on their phone they can view their three-word location without internet access. Although people can already access their GPS location on their phones, *what3words* says this requires technical knowledge and relaying long strings of numbers that are easily garbled over a phone line.

Sam Sheppard of Avon & Somerset police said: "In one incident, a woman and her young child had come off the road in their car and gone through a hedge and you couldn't see the car from the road. We started by asking about her route and saying can you hear our sirens, but it was taking time. Then someone said, send her a *what3words* code and we did that and were able to find them and get them to treatment very quickly." Paul Redshaw of Humberside Police described how the system was used to rescue a victim of sexual assault who was held hostage, not knowing where she was. He said: "A call-handler talked [her] through *what3words*, and the threeword address was passed to dispatchers, resulting in the recovery of the victim and capture of the offender."

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 –

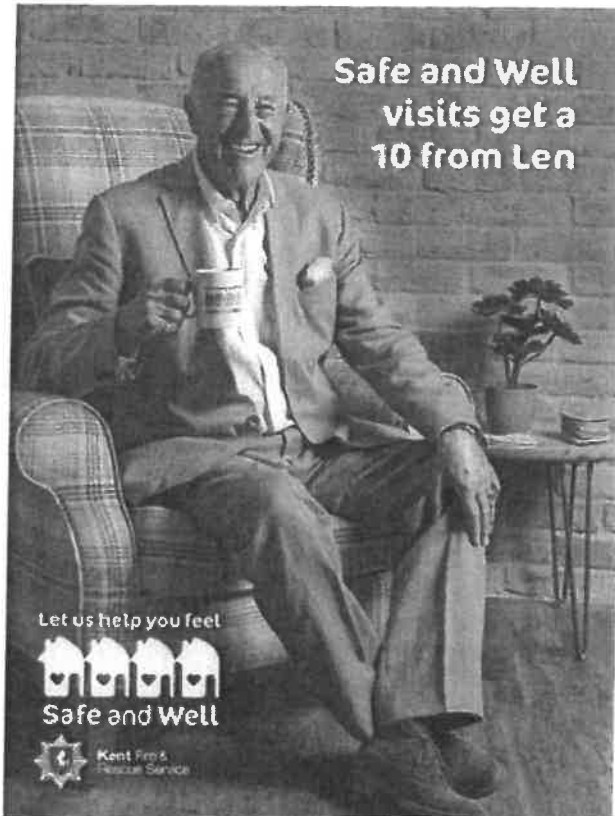
<https://www.kent.police.uk/police-forces/kent-police/areas/kent-police/c/careers/volunteer-roles/>

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

Kent Fire and Rescue Service



**Kent Fire &
Rescue Service**



Len Goodman, best known for his appearances on *Strictly Come Dancing*, is a Kent resident and recently paid a visit to Kent Fire and Rescue Service (KFRS). His mission was to promote the Service's Safe and Well campaign that has been up and running for quite some time.

Safe and Well is a popular scheme that aims to help keep people living safely and independently at home. The KFRS Home Safety Officer will visit properties on request, and provide smoke alarms for those in need. Likewise, they will check potential fire risks such as overloaded electrical sockets, the position of candles and anything that might cause a trip or a fall.

KFRS is happy to provide a visit to anyone that may benefit from the help of a Home Safety Officer. It is especially of service to:

- ◆ Those who have a long term health condition
- ◆ People over 70 years old
- ◆ Families with young children
- ◆ Expectant parents
- ◆ Smokers.

"I've had my Safe and Well home visit – it gets a 10 from Len!"



Visits can be booked by calling 0800 923 7000. The idea certainly gets a "10 from Len"!

Visit the KFRS website here

<https://www.kent.fire-uk.org/news/news-releases/august-2019/safe-and-well-home-visits-get-a-ten-from-len/>

Kent Fire and Rescue Service



**Kent Fire &
Rescue Service**

Businesses in Kent urged to Get Ready for Brexit

The government has launched a business readiness website to help people understand how leaving the EU may affect your business. It outlines the steps that businesses may need to take to prepare for Brexit, including what changes there may be to your industry and information on specific rules and regulations that could have an impact.

One Kent business preparing for Brexit is MEP Ltd based in Aylesford. The manufacturing business specialises in moulding and machining and has served the aerospace and defence sector for four decades. Managing director Phil Hart said: "Preparation for whatever Brexit we have is really important for every business to consider. The risk of a 'no-deal' Brexit has probably increased, but it's always been there.

"We put a risk assessment in place and identified 10 key areas that we felt would affect the business, ironically we looked at change of government or change of Prime Minister that was number 10 in our list of 10. So it was areas that were really critical to us, everything from tariffs to VAT to the transfer of work between borders, we really focused on the 10 we felt were most critical to us as a business."

"We engaged with our industry body so we have masses of input from them. There are other organisations like Make UK that we are members of, we use the Kent Invicta Chamber of Commerce, so we've just looked for all of the different areas we can get information from and pulled that into our risk assessment. It is not a lot of work to do it but it can put your mind at rest, so risk assessments are fairly straightforward as the likelihood of a 'no-deal' Brexit has increased, then the risk has increased, then just do something. Don't think that just because you don't do anything it's just going to go away, because it isn't. One way or another we will leave the EU and it's better to be prepared for it."

Kent Resilience Team's Brexit Coordinator Fiona Gaffney said: "The Kent Resilience Forum (KRF) continues to work closely with the Department for Transport and other agencies to prepare for a range of potential outcomes, including the event of no-deal exit and traffic disruption on Kent's roads. "Businesses who travel and trade within the European Union are being urged to act now to ensure appropriate preparations are in place for possible changes to border control and customs arrangements at the UK ports when the UK leaves the EU, to help minimise potential disruption."

For Brexit business advice visit the government website: <https://www.gov.uk/brexit#business>

View the video with local business MEP Limited on Kent County Council's Brexit advice for businesses page here: <https://www.kent.gov.uk/about-the-council/britain-leaving-the-european-union/brexit-advice-for-businesses>.

Kent: Getting Ready for Winter!



It might seem premature, but Kent County Council (KCC) is currently entering the winter period for 2019-20. It is always worth being "ahead of the game", so KCC have provided some information on their website so that we can all take advantage of the Winter Service when it rolls out.

You should take a look at

the following website here: <http://www.kent.gov.uk/roads-and-travel/what-we-look-after/winter-service>, regarding the winter service provisions.

This section provides useful information on:

- Salt Bins (including locations)
- Gritting Routes
- How and when they salt the roads
- Clearing snow in the community
- The latest weather



- updates
- How they deal with rural roads with help from the local farmers
- Tips on Winter Driving

The DirectGov Snow Code website, <https://www.gov.uk/clear-snow-road-path-cycleway>, also provides useful information and hints for the winter period.

National Highways and Transport Survey

This year, for the second year, Kent County Council (KCC) is taking part in the National Highways and Transport Public Satisfaction Survey on highways and transport services. Whilst the main survey is being carried out by Ipsos MORI, who will be sending forms to a representative sample of households, KCC has also opted to take part in six web-based surveys on specific issues:

- Highway maintenance
- Accessibility
- Walking and cycling
- Public transport



- Road safety
- Tackling congestion

These surveys are publicly available online, and may be accessed via <https://kccconsultations.inconsult.uk/consult.ti/Nationaltransportsurvey201920/consultationHome>.

The greater the take-up of the surveys, the more useful they will be in helping KCC to understand the priorities and concerns of people who live or work in Kent, so please feel welcome to complete any of the surveys which interest you. If you have any issues or concerns then please feel free to contact the Highways Department on RaFAT@kent.gov.uk.

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

Sevenoaks Town Council has been awarded Gold again this year in the South & South East in Bloom competition. The judges were particularly impressed with the 'incredible edible' displays of both vegetables and flowers in the annual displays and also the amazing community involvement in making the town so colourful. The gardens at Rockdale Housing were especially commended. Sevenoaks Town Council would like to build on this year's achievement and to hear from any companies or individuals who would like to help in keeping the town colourful and vibrant. Please contact Ann White dtc@sevenoakstown.gov.uk for more information in how to become involved.



Health and Wellbeing: Everyone's Responsibility...



Awareness regarding health and wellbeing is at an all time high, and there has been a big push in its promotion over the last two to three years. We are all encouraged to make the most of our surroundings, especially outdoors, so that we make the most of our lives and indeed our livelihoods as well. Responsibility of making

sure that our communities have the best possible health outcomes is big on the national plan, and it is often a subject that touches the fabric of Local Council life. Here, in Kent, we are very lucky that the Health and Wellbeing agenda is being embraced enthusiastically amongst our members. We often hear that outdoor gyms have been installed, that a play area is now available, or that a recreation ground has become a Field In Trust. These all contribute to the good of our communities but it is clear there is more to do.

KALC will be launching another new Conference topic in the New Year that will be covering the subject of Health and Wellbeing. We want to promote what Kent does well, and we welcome your input so that we can put forward future ideas to our membership and beyond. If you have successfully launched a project that has enhanced the well being of your community, we want to hear from you. Likewise, if your Council has supported individuals or groups in their health and wellbeing path, do let us know

It is important to acknowledge that the agenda for health and wellbeing stretches wide. Support for those at work is also key, and allowing a flexible approach to those who we call colleagues and part of the team is also a topic that will resonate with our membership.

We will be delighted to hear from you, whatever your story. If you have something that your community is proud of, if you have started something new, or if you have campaigned against something that would be detrimental to your community's health and well being...Tell us!

Contact Clive Powell regarding any subject of interest - we look forward to hearing from you!

Operation Litter...Use the Code!



The Department for Environment, Food and Rural Affairs (DEFRA) has very recently updated the Code of Practice for Litter

and Refuse. The Code was originally written in April 2006, but this update includes a Part 1A that encompasses enforcement guidance. You can access both the Code and its new update by following this link : <https://www.gov.uk/government/publications/code-of-practice-on-litter-and-refuse> and whilst it is not something you will need on an everyday basis, it is

always good to have the most up to date knowledge at hand.



Vacancies

We will always publicise any employment vacancy for member councils if you let us have your advertisement. Equally, if you are looking for employment in the county, we always have something of interest in

this section of our website.

You can see what is on offer by following this link:

https://www.kentalc.gov.uk/Vacancies_21686.aspx



Your KALC News

The next KALC News will be issued on 30 October 2019. If you have anything you would like publicised, or if you have a "Good News" story that you would like us to include, do contact us so we can make sure it is in our next issue.



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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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