

AGENDA ITEM 3

TC 20/4/23

SPECIAL TOWN COUNCIL
23 MARCH 2023

MINUTES of the SPECIAL TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 23 MARCH 2023 at 7.45pm

PRESENT: Councillor Lorna Cross – Town Mayor
Councillor Peter Harman – Deputy Town Mayor
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Ann Duke
Councillor Linda Hall
Councillor Lesley Howes

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – ATC/RFO

ABSENT: Councillor Dr Jo Harman
Councillor Jay Shah
Councillor Maurice Weet

465/22-23. **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.

466/22-23. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Sue Butterfill, due to other commitments.

An apology for absence was received from Councillor Peter Harris, due to other commitments.

An apology for absence was received from Councillor John Hayes, due to other commitments.

RESOLVED:

That the reason/s for absence, for the above Town Councillors, be formally accepted and approved.

467/22-23. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

468/22-23. TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 9 FEBRUARY 2023.

RESOLVED:

That the Minutes of the Town Council Meeting held on 9 February 2023 be confirmed as a true record and be signed.

469/22-23. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that the vacant Admin Assistant (Part Time) post had been filled, with the new employee starting on Monday 27 March 2023.

470/22-23. PAVILION PROJECT – PLANNING UPDATE.

Members considered the report provided and, after discussion it was proposed, duly seconded, and unanimously agreed:

RESOLVED:

1. That the provision of cricket facilities would continue at Broomfield Park.
2. That members understood, and were aware of, the impact of the comments made by Sport England in relation to the planning application for the new Community Hub.
3. That the cost of implementing the required changes to the alignment of the field, as required by Sport England, be accepted, with all funding sources to be explored to facilitate this.

471/22-23. CHURCH ROAD HALL - ROOF

Members considered the report provided and after lengthy debate it was proposed, duly seconded, voted on and agreed:

RESOLVED:

1. That Church Road Hall remains as a community venue for hire/use.
2. That, once attempts have been made to obtain two further quotes, the roof is to be repaired in line with the specification provided within the report by whichever quote provides best value.
3. That a further review of the Church Road Hall be undertaken on completion of the Pavilion Project to assess its viability.

472/22-23. SEALING OF DOCUMENTS.

Members were advised that the following documents had been received from the solicitors acting for the Bowls Pavilion for signing and sealing:

- Renewal Lease in reference to an existing Lease – Bowls Pavilion, Swanscombe Park, DA10 0JQ.

RESOLVED:

That, in accordance with Standing Order 21 a) and b), the Town Mayor and Town Clerk be authorised to sign and seal the documents.

There being no further business to transact the Meeting closed at 8.45 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 8 FEBRUARY 2023 AT 7.00PM

PRESENT: Councillor Lorna Cross – Chairman for the meeting.
Councillor Ann Duke
Councillor Linda Hall

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor Maurice Weet

391/22-23. 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.

392/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Peter Harman, due to other commitments.

An apology for absence was received from Councillor Peter Harris, due to other commitments.

An apology for absence was received from Councillor John Hayes, due to medical reasons.

An apology for absence was received from Councillor Lesley Howes, due to other commitments.

Recommended: That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

393/22-23. ELECTION OF CHAIRMAN FOR THE MEETING.

It was proposed, duly seconded, and agreed:

Recommended: That Councillor Lorna Cross be elected as Chairman for the meeting.

394/22-23. SUBSTITUTES.

There were none.

395/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

396/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

397/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 4 DECEMBER 2022.

Recommended: The Minutes of the meeting held on 14 December 2022 were confirmed and signed.

TOWN PLANNING:

398/22-23. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation for Members observations (full details of these applications can be viewed via the Town Council, DBC and the EDC websites).

| | |
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| KCC/DA/0232/2022 | <p>Erection of a storage building with mezzanine floor to facilitate a change of use from trailer and vehicle parking (sui generis) to clinical waste transfer station (sui generis) at Bungalow Yard together with re-siting of existing vehicular access and change of use from clinical waste transfer station (sui generis) to trailer and vehicle parking (sui generis) at Oakwood Yard.</p> <p>Land adjacent to Oakwood and at Bungalow Yard, Watling Street, Bean, Dartford.</p> |
| OBSERVATIONS: | <p>The Town Council have concerns regarding the type/s of clinical waste that will be involved in the proposed use.</p> <p>The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p> <p>Please ensure all neighbouring properties are consulted prior to the decision of this application.</p> |
| DA/23/0027/TPO | <p>Application for 1 No. Cherry tree in rear garden - Reduce the crown all over by an average of 2m, leaving a finished radius of approx. 4m as per annotated photo subject to Tree Preservation Order No.6 2017.</p> <p>19 The Grove, Swanscombe.</p> |

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| OBSERVATIONS: | No observations, please ensure all neighbouring properties are consulted prior to the decision of the application. |
| DA/21/00986/FUL (RECONSULTATION) | <p>Demolition of existing buildings and re-development of the site to provide a total of 32 residential dwellings (Use Class C3) consisting of 17 No. 3 bed semi-detached and terraced houses and 15 No. 1, 2 and 3 bed flats. As well as the provision of associated infrastructure including a road extension / access road, footpaths, parking provision, refuse and bike store, pumping station, private and communal amenity space and ecological habitat areas.</p> <p>Former Builders Yard, Spring Vale, Greenhithe.</p> |
| OBSERVATIONS: | <p>The Town Council objects to this application as the proposal would constitute an over intensive development of the site and would result in an undesirable intensification of use of the site to the detriment of the amenities of the surrounding area (residential properties and street scene). It is felt that the proposal would, by reason of its siting and overall bulk, result in an overbearing impact on the surrounding residential properties.</p> <p>The proposal would also add to the overcrowding of the local roads which already suffer severe issues with traffic movements/congestion and parking (the local roads are also used as through roads when London Road regularly succumbs to congestion) and it would also increase the air and light pollution.</p> <p>The proposal would require construction traffic to use the local roads, and this would increase the noise and traffic pollution with a huge detrimental effect/impact to the local community which already suffers from these issues.</p> <p>Whilst acknowledging that the site is a brown field site residents have been subjected to enough development in this area and this site should be left to nature.</p> |
| EDC/22/0110 KCC/DA/0082/2022 (RECONSULTATION) | <p>Change of use of industrial yard to create a facility for the collection and distribution of hazardous wastes (including liquid waste oils/petrochemicals, liquid waste coolants, automotive wastes and packaged hazardous wastes); installation of new offices, weighbridge, laboratory, oil storage tanks, oil interceptor, new hard surfacing/hard standing and impermeable bunding; demolition of part of building 5 and a fire damaged structure; and retention, reprofiling and landscaping of the northern bund</p> <p>Unit 6, Rod End Estate, Northfleet Industrial Estate, Lower Road, Northfleet.</p> |

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| OBSERVATIONS: | <p>The Town Council have concerns regarding the proximity for this kind of unit whilst there are residential dwellings all around.</p> <p>The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p> |
| DA/23/00082/TPO | <p>Application for G1 1x multi-stem and 1 single stem sycamore currently around 16m tall. To reduce down in height by around 8m leaving it around gutter height as per annotated photo subject to Tree Preservation Order No.11 1990.</p> <p>19 Watermans Way, Greenhithe.</p> |
| OBSERVATIONS: | <p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p> |
| DA/23/00087/FUL | <p>Removal of 1 No. Lime tree and partial demolition of the front boundary wall for the installation of a 2.3m high vehicular gate and create a parking area.</p> <p>The Warren, 29 High Street, Greenhithe.</p> |
| OBSERVATIONS: | <p>The Town Council object to this application as it will be an overdevelopment of the site which already contains sufficient off-road parking facilities within its curtilage.</p> <p>The Development Control Boards attention is drawn to the quantity of previous applications at this site including similar ones regarding the removal of trees and demolition of part boundary walls.</p> <p>Please ensure all neighbouring properties are consulted prior to the decision of the application.</p> <p>The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p> |
| DA/23/00067/FUL | <p>Erection of a single storey rear extension with balcony over and ground floor flank window.</p> <p>57 Pentstemon Drive, Swanscombe.</p> |

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| OBSERVATIONS: | <p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p> <p>The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p> |
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399/22-23. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

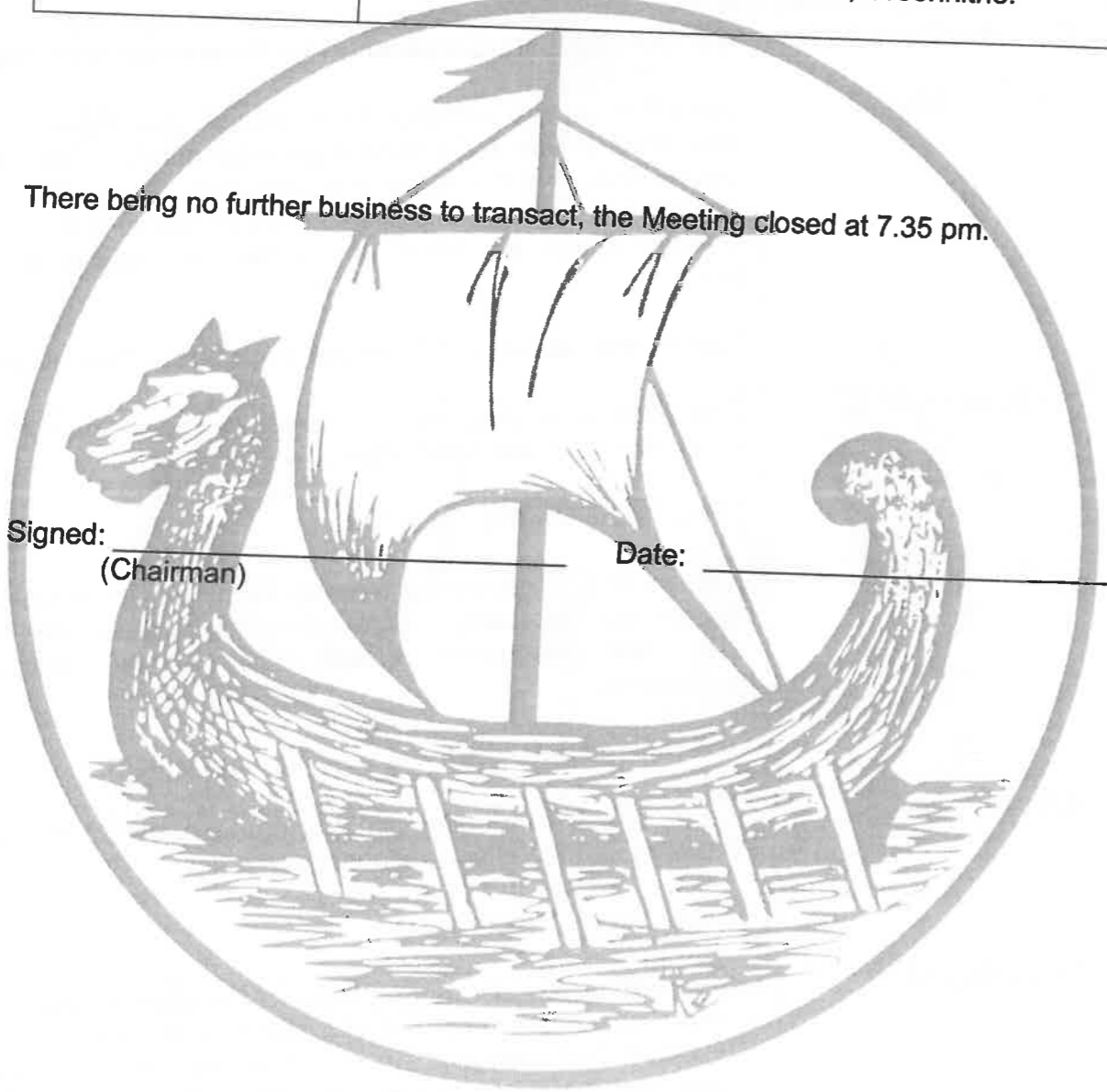
| | |
|-----------------|--|
| DA/21/01893/FUL | <p>Demolition of the existing Public House (Sui Generis) and erection of a 3-storey building to provide cafe (Use Class E) at ground floor and 7 x residential units (Use Class C3) at part ground and upper floors. As well as private and communal amenity space provision and cycle and refuse storage provision.</p> <p>Former Wheatsheaf Public House, High Street, Swanscombe.</p> |
| DA/22/00996/FUL | <p>Demolition of existing rear conservatory and erection of two storey side and rear 'wrap around' extension.</p> <p>2 Park Road, Swanscombe.</p> |
| DA/21/01884/FUL | <p>Erection of a single-storey building for mixed use restaurant and hot food takeaway, incorporating a dedicated 'drive-thru' facility and associated reconfiguration of car park and landscaping.</p> <p>Asda Superstores, Crossways Boulevard, Dartford.</p> |
| DA/19/01305/COU | <p>Change of use from residential house (use class C3) to larger HMO (House of Multiple Occupation).</p> <p>18 High Street, Greenhithe.</p> |
| DA/20/00375/LBC | <p>Listed Building Consent for replacement window to basement on rear elevation, re-rendering of external walls, railings to rear patio doors and internal alterations in connection with change of use from residential house (use class C3) to larger HMO (House of Multiple Occupation)</p> <p>18 High Street, Greenhithe.</p> |

400/22-23. **The following Refused Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

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| DA/22/01298/TDA | Application of determination pursuant to Schedule 2 Part 16 of the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required for the proposed 5G telecoms installation: H3G 15m street pole and equipment cabinets. Outside British Legion, London Road, Greenhithe. |
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There being no further business to transact, the Meeting closed at 7.35 pm.

Signed: _____ Date: _____
(Chairman)



MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 29 MARCH 2023 AT 7.00PM

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

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor Maurice Weet

473/22-23. 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.

474/22-23. APOLOGIES FOR ABSENCE.

There were none.

475/22-23. SUBSTITUTES.

There were none.

476/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

477/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

478/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2023.

Recommended: The Minutes of the meeting held on 8 February 2023 were confirmed and signed.

479/22-23. HIGHWAYS IMPROVEMENT PLAN (HIP) – KENT COUNTY COUNCIL (KCC).

Members considered the HIP and, after discussion, it was agreed that Item 1 be should remain, items 2,3 and 4 be removed and the following be added as new item 2:

that the B road in Greenhithe (High Street) be changed to Eagles Road and that this be done for the safety of both the users (vehicle and pedestrian) of the High Street and of Eagles Road.

Recommended: That the amendments to the HIP, as detailed above, be agreed.

480/22-23. "WELCOME SIGNS".

Members discussed the contents of the report and associated correspondences, and it was agreed that no further action be taken at this time.

Recommended: That no further action be taken at this time.

TOWN PLANNING:

481/22-23. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation for Members observations (full details of these applications can be viewed via the Town Council, DBC and the EDC websites).

| | |
|-----------------|---|
| DA/23/00109/FUL | Erection of a two bedroomed detached dwelling. Adjacent 15 The Crescent, Greenhithe. |
| OBSERVATIONS: | The Town Council object to this application due to the lack of sufficient parking facilities included in the proposal. |
| DA/23/00145/FUL | Development of a medical centre with undercroft car parking, landscaping, and other associated works. Car Park, Steele Avenue, Greenhithe. |
| OBSERVATIONS: | The Town Council recognise the need to expand the provision of medical services available to its residents and whilst not objecting the council does have severe reservations regarding this proposal which include: The design of the building is not in keeping with the area. The proposed building would be overlooking the properties in King Edward Road which could result in a loss of privacy, light and result in overshadowing. As highlighted by the holding objection of the Highway Authorities Director of Highways & Transportation the proposal does not include sufficient parking facilities. |

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| | <p>The proposal would result in an increase in vehicular movements which would result in an increase in air pollution.</p> <p>The proposal would increase highway safety issues on the already busy dual carriageway.</p> <p>The proposal contravenes the Stone Parish Council Neighbourhood Plan.</p> |
| DA/23/00229/FUL | <p>Provision of an external juliet balcony to first floor level, side elevation including new double french doors and side lights.</p> <p>27 Frobisher Way, Greenhithe.</p> |
| OBSERVATIONS: | <p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p> |

482/22-23. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

| | |
|-----------------|--|
| DA/23/00027/TPO | <p>Application for 1 No. Cherry tree in rear garden - Reduce the crown all over by an average of 2m, leaving a finished radius of approx 4m as per annotated photo subject to Tree Preservation Order No.6 2017</p> <p>19 The Grove, Swanscombe.</p> |
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There being no further business to transact, the Meeting closed at 8.00 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 23
MARCH 2023 at 7.00PM

PRESENT: Councillor Peter Harman – Chairman
Councillor Emma Ben Moussa – Vice-Chairman
Councillor Anita Barham
Councillor Lorna Cross
Councillor Ann Duke
Councillor Linda Hall
Councillor Lesley Howes

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

ABSENT: There were none

450/22-23. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

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

451/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor John Hayes due to other commitments.

RESOLVED:

That the reason for absence, for the above Town Councillor, be formally accepted and approved.

452/22-23. SUBSTITUTES.

There were none.

453/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

454/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that Play Place were undertaking Easter Half Term activity sessions with CAS at the Old Fire Station. Consent had been granted for the use of Broomfield Park for the outdoor elements of these sessions.

455/22-23. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 18 JANUARY 2023

Recommended: That the Minutes of the Meeting held on 18 January 2023 were approved and signed as a true record.

456/22-23. SENIOR GROUNDSMAN /GARDENER'S REPORT.

Members were provided with a copy of the report which updated members on the work undertaken, by the Parks Department and the work planned which included:

Broomfield Park, Eagles Road, Heritage Par, Knockhall Park, Manor Park, Swanscombe Park, Saxon Court, Equipment/Staffing and Miscellaneous.

Recommended: That the report be noted.

TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.

457/22-23. "MEMORIAL" IN HERITAGE PARK.

Further to minute 385/22-23, Members considered the "Application for a Memorial", and, after discussion, it was agreed that the application for placement of the memorial plaque be approved, and that the family provide the plaque to the Town Council to be affixed to one of the benches opposite the location where it had previously been placed.

Recommended: That the application form be approved, and the plaque placed within the Heritage Park as detailed.

458/22-23. REQUEST FROM SWANSCOMBE TIGERS FC – FOLDING METAL GOALS FOR JUNIOR PITCHES.

Members considered the report detailing the request from Swanscombe Tigers FC, and the financial implications for the Town Council.

Recommended: That the Town Council contribute, as detailed in the report, towards the purchase of the folding metal goals (to be used on match days only) on the x3 Junior pitches the Town Council currently operates.

459/22-23. INSTALLATION OF DOUBLE GATES AT REAR OF GROVE HALL COMPOUND.

Members considered the report, including the quotations received, for the installation of a double gate at the rear of the Grove Hall compound.

Recommended: That Quote A be selected to undertake the works.

460/22-23. GANG MOWING.

Further to minutes 166/20-21 and 272/21-22, and in accordance with Financial Regulation 11.1 (iv) (and in consultation with the Chairman of Finance and General Purposes Committee) a continuation contract for gang mowing in 2023 had been signed.

Recommended: That, in accordance with Financial Regulation 11.1 (iv), the action in agreeing the contract for gang mowing of the Town Councils areas for 2023 be endorsed.

461/22-23. UNAUTHORISED CUTTING OF TREES – BROOMFIELD PARK, SWANSCOMBE.

The Town Council had recently been made aware of unauthorised work having been undertaken on x4 healthy Wild Cherry trees within Broomfield Park.

The incident had been reported to the Police and a PCSO had attended the site and identified the x2 houses that had arranged for the works to be undertaken.

A letter had been sent to both houses responsible advising them that no works were allowed to be undertaken on Town Council property/trees without the written consent of the Town Council and failure to adhere to this may result in legal proceedings. For having the works undertaken to advise them that no works were allowed to be undertaken on Town Council property/trees without the written consent of the Town Council and failure to adhere to this may result in legal proceedings.

Members discussed the need to review the existing Tree Management Policy to include the potential for a financial penalty for unauthorised tree works. It was agreed that the following wording be inserted into the policy and that the policy be reviewed at the Annual General Meeting (AGM) in May for endorsement:

"Following the discovery of unauthorised tree works, an inspection would be undertaken by the Town Councils approved Tree Surgeon. The cost of the inspection, and any resulting works undertaken to ensure the health of the tree, would be invoiced to the person/s who undertook the original unauthorised works."

Recommended:

1. That the actions taken in dealing with this matter be endorsed.
2. That the Town Councils Tree Management Policy be reviewed at the AGM in May to endorse the insertion of the wording as detailed.

462/22-23. UPDATE ON ELECTRIC VEHICLE CHARGING POINT (EVCP) USAGE AT THE GROVE AND THE SWANSCOMBE CENTRE CAR PARKS.

Members discussed the updated usage figures supplied by Kent County Council

Recommended: That the item be noted.

463/22-23. EXCLUSION OF PRESS AND PUBLIC.

MOVED BY Councillor Ann Duke and seconded by Councillor Anita Barham.

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 item of business.

462/22-23. INGRESS PARK COMMUNITY CENTRE – UPDATE.

Members were informed that officers had worked with DBC Planning and a meeting, on-site, between them and Crest had been scheduled for 5 April 2023.

Recommended:

That the update be noted.

There being no further business to transact the Meeting closed at 7.40 pm.

Signed: _____
(Chairman)

Date: _____

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 9 MARCH 2023 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Ann Duke
Councillor Peter Harman
Councillor Maurice Weet

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO
x1 member of the public

ABSENT: Councillor Jay Shah.

437/22-23. 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.

438/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was submitted by Councillor Emma Ben Moussa, due to medical reasons.

An apology for absence was submitted by Councillor Sue Butterfill, due to other commitments.

Recommended: That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

439/22-23. SUBSTITUTES.

There were none.

440/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

441/22-23. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

The Town Clerk advised Members that it had been necessary to close the Church Road Hall due to numerous leaks in the roof and that this would be reported in to the next Recreation, Leisure and Amenities Committee in more detail.

442/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12 JANUARY 2023.

Recommended: That the Minutes of the meeting held on 12 January 2023 were confirmed and signed as a true record.

443/22-23. 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 Ann Duke was appointed (minute 31/22-23).

Recommended: That the bank reconciliations for February 2023 be noted.

444/22-23. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken for January and February 2023

Recommended: That the bank transfers undertaken for January and February 2023 be approved.

445/22-23. 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 January and February 2023.

Recommended: That the receipts and payments for January and February 2023, as per the annexed list, be approved.

446/22-23. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 28 February 2023.

Recommended: That the summary of accounts to 28 February 2023 be noted.

TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S (RFO) REPORT.

447/22-23. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL

Members considered the application, and, after discussion, it was agreed that the following funding be awarded from the 2022 - 23 budget:

- Grove Irish Dancers - £300.00

Recommended: That the funding, as detailed above, be awarded

448/22-23. REDECORATION & REPAIR – OLD FIRE STATION COMMUNITY CAFE.

In consultation with the Chairman of the Finance & General Purposes Committee and to ensure best value and that the required works could be undertaken expediently, a review was undertaken of the prices obtained and a quote had been approved for the redecoration and repair of the interior of the Old Fire Station Community Cafe.

These works were required as part of the terms of the Lease with Dartford Borough Council and, in addition, some remedial works were highlighted as part of the most recent Food Hygiene Inspection, and these would also be undertaken at the same time.

Recommended: That the item be noted, and the actions taken in agreeing the quotation be endorsed.

449/22-23. SECTION 137 EXPENDITURE: LIMIT FOR 2023 – 2024.

The Department for Levelling Up, Housing and Communities (DLHC) had confirmed that the appropriate sum for the purposes of Section 137 (4) (a) of the Local Government Act 1972 for local (parish and town) councils in England for 2023 – 2024 is £9.93.

This is the amount as a result of increasing the amount of £8.82 for 2022 – 2023 by the percentage increase in the retail index between September 2021 and September 2022, in accordance with Schedule 12B to the 1972 Act.

Recommended: That the item be noted.

There being no further business, the Meeting closed at 7.20 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 15 FEBRUARY 2023 at 7.00 PM

PRESENT: Councillor Peter Harris - Chairman
Councillor Peter Harman - Vice-Chairman
Councillor Lorna Cross

ALSO PRESENT: Martin Harding – Assistant Town Clerk / Responsible Financial Officer
PCSO Alan Mitchell – Kent Police
Paul Parsens – Swanscombe & Greenhithe representative on the Dartford Borough Council Tenants & Leaseholders Forum

ABSENT: Councillor Sue Butterfill
Councillor Jay Shah

427/22-23. 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.

428/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Anita Barham, due to other commitments.

An apology for absence was received from Councillor Emma Ben Moussa, due to other commitments.

An apology for absence was received from Councillor Lesley Howes, due to other commitments.

An apology was also received from Billy Unsworth (Community Warden)

Recommended: That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

429/22-23. SUBSTITUTES.

There were none.

430/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

431/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The ATC/RFO reminded those present that no case specific detail, names, and addresses, should be discussed during the public section of the meeting.

432/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 7 DECEMBER 2022

Recommended: That the Minutes of the Meeting held on 7 December 2022 be confirmed and signed as a true record.

433/22-23. POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.

PCSO Mitchell had provided the monthly update reports for December on recent activity and investigations undertaken in the areas of Swanscombe and Greenhithe.

A verbal update was provided on the continued monitoring of burglaries, nuisance bikes and the review of neighbourhood policing.

PCSO Mitchell confirmed a decision had been made within Kent Police to cease the monthly update reports provided to Town and Parish Councils.

Recommended: That the reports be noted.

434/22-23. KENT COUNTY COUNCIL (KCC) COMMUNITY WARDENS REPORT.

KCC Warden Unsworth had submitted his apologies but had provided a report that was read out in his absence.

Recommended: That the report be noted.

435/22-23. COMMUNITY SAFETY LIAISON.

Ebbsfleet Development Corporation (EDC) – The Chairman advised that EDC had issued a Breach of Condition Notice to the Developer constructing the properties at the old Croxton & Garry site due to the issues created on Tiltman Avenue by nuisance parking by contractors.

Neighbourhood Watch – The Chairman updated that publicity had been issued via social media in an attempt to increase membership which had resulted in some interest in joining the group.

Community Speed Watch – The Chairman confirmed that two sessions had been booked, one in March and the second in April. Discussions were ongoing with Dartford Borough Council regarding the purchase of a speed gun to replace the speed indication device currently used.

Dartford Borough Council (CSU) – Councillor Peter Harman updated that at a recent meeting of the Crime & Disorder Overview and Scrutiny Committee, Kent Police had updated on the current staffing levels and the decrease in call rates in relation to nuisance vehicle complaints.

Kent County Council – Councillor Peter Harman confirmed that at the recent budget meeting a decision was made to reduce the budget over the next two years for the Community Warden Scheme, this would see a reduction in Wardens across the County.

Recommended: That those who provided reports be thanked and the information be noted.

436/22-23. **DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.**

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

Recommended: That the information be noted.

There were no confidential items for discussion.

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

Signed _____

Chairman

_____ Date

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MINUTES of the MEETING of the COMMUNITY SAFETY COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 5 APRIL 2023 at 7.00 PM

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

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / Responsible Financial Officer
Inspector Nick Grainger – Kent Police
PCSO Alan Mitchell – Kent Police
Billy Unsworth – Kent County Council Community Warden
Paul Parsons – Swanscombe & Greenhithe representative on the Dartford Borough Council Tenants & Leaseholders Forum

ABSENT: Councillor Anita Barham
Councillor Sue Butterfill
Councillor Jay Shah

483/22-23. **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.

484/22-23. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Emma Ben Moussa, due to medical reasons.

Recommended: That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

485/22-23. **SUBSTITUTES.**

There were none.

486/22-23. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

487/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

488/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 15 FEBRUARY 2023

Recommended: That the Minutes of the Meeting held on 15 February 2023 be confirmed and signed as a true record.

489/22-23. POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.

PCSO Mitchell and Inspector Grainger gave an update on matters within the area, including anti-social behaviour, call numbers, anti-social vehicles and crime statistics.

Recommended: That the report be noted and both PCSO Mitchell and Inspector Grainger be thanked for their attendance.

490/22-23. KENT COUNTY COUNCIL (KCC) COMMUNITY WARDENS REPORT.

KCC Warden Unsworth gave an update on matters he had been involved with in the area, including welfare concerns and support, untaxed vehicles, and scams.

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

491/22-23. COMMUNITY SAFETY LIAISON.

Local Schools – Members discussed the effectiveness of the cameras placed at Manor Community Primary School to enforce the zig-zag lines. It was agreed that this had caused a displacement of cars onto the double yellow lines and that correspondence be sent to the Parking Enforcement Team at Dartford Borough Council to request whether extra patrols were possible between 2.30pm and when school pick up ended.

Ebbsfleet Development Corporation (EDC) – The Chairman advised that he was still chasing issues raised with the construction exit onto Mounts Road. He confirmed he was awaiting a response from the Development Manager from Countryside to confirm when traffic would be re-routed to the completed roadway on Watling Street.

Neighbourhood Watch – The Chairman updated that the group in Ingress Park was continuing to regularly meet and raise issues, with the next meeting scheduled for the end of April.

Community Speed Watch – The Chairman confirmed that a further session had been undertaken with 12 vehicles recorded travelling above the speed limit.

Dartford Borough Council (CSU) – Councillor Peter Harman updated that at a recent meeting of the Crime & Disorder Overview and Scrutiny Committee, Kent Police had provided an update on the operation to reduce nuisance vehicles in the Crossways Boulevard area. The statistics confirmed that in the 12 months prior to this operation Kent Police received 199 calls regarding nuisance vehicles with 90 being related to Crossways Boulevard. Inspector Grainger confirmed that the actions taken using a combination of cameras and Special Constables had almost completely eradicated the issue, but diligence and continued work would be undertaken to enforce the borough wide Public Space Protection Order on nuisance vehicles.

Recommended:

1. That those who provided reports be thanked and the information be noted.
2. That correspondence be sent to the Parking Enforcement Team at Dartford Borough Council to request whether extra patrols were possible between 2.30pm and when school pick up ended outside Manor Community Primary School.

492/22-23. DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.

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

Recommended:

That the information be noted.

493/22-23. PARKING – SWANSCOMBE HIGH STREET.

Members considered the report, including photographs, from Councillor Peter Harman regarding the issue of parking on zig-zag lines in Swanscombe High Street.

Inspector Grainger confirmed that whilst parking on the zig-zag lines, or crossing, was an offence, officers were unable to ticket this on the spot. Evidence would be gathered and sent through to the Traffic Enforcement Unit to issue the appropriate penalty.

Recommended:

That the information be noted, and Inspector Grainger be thanked for his input.

494/22-23. **EXCLUSION OF THE PRESS AND PUBLIC.**

MOVED BY Councillor Peter Harman and seconded by Councillor Lesley Howes.

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.

495/22-23. **CONFIDENTIAL UPDATE – KENT POLICE**

Members were provided with a confidential update from Inspector Grainger on the Neighbourhood Policing Review.

Recommended:

That the information be noted.

There being no further business to transact, the Meeting closed at 8.00 pm.

Signed _____

Chairman

Date _____

01 MAR 2023

AGENDA ITEM 7
T/C 20/4/23

Recommendations for the New Pavilion in Swanscombe

The Pavilion has been for a long time the only place in Swanscombe where families can go, have a drink and enjoy time in a safe environment where children are welcomed.

We are proposing that the new build continues along the same trajectory and incorporates the following so all ages are included in its use.

- 1. A licensed sports bar where everyone can come together, which will include Sky & BT sports, a pool table, gaming machines, soft lighting and a jukebox, opened from noon to Midnight from Friday and over the weekend, and noon during the week so horse racing can still be watched by the numerous seniors that enjoy this sport.*
- 2. An eatery upstairs separate to the sports bar for relaxation meals and social gatherings.*
- 3. A Lunch club for the elderly*
- 4. Bingo sessions during some afternoons as well as an evening session.*
- 5. Some regular activities planned for the youth to attend, to give them somewhere to go instead of walking the streets of Swanscombe, especially during school holidays.*

These recommendations ensure those who want to come out and have a drink, play pool or watch sports on TV do not interfere with the people who want to sit quietly and have something to eat. It also ensures the seniors and youngest members of our community are not excluded in the new Pavilion.

We kindly ask you to sign this proposal to ensure the people of this community are listened to and a new Pavilion is built for purpose to incorporate what the people want, not what the Council think we need.

Thank you

* 84 individuals (4 no signatures).

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417/22-23 PAVILION SPORTS & SOCIAL CLUB LEASE – UPDATE

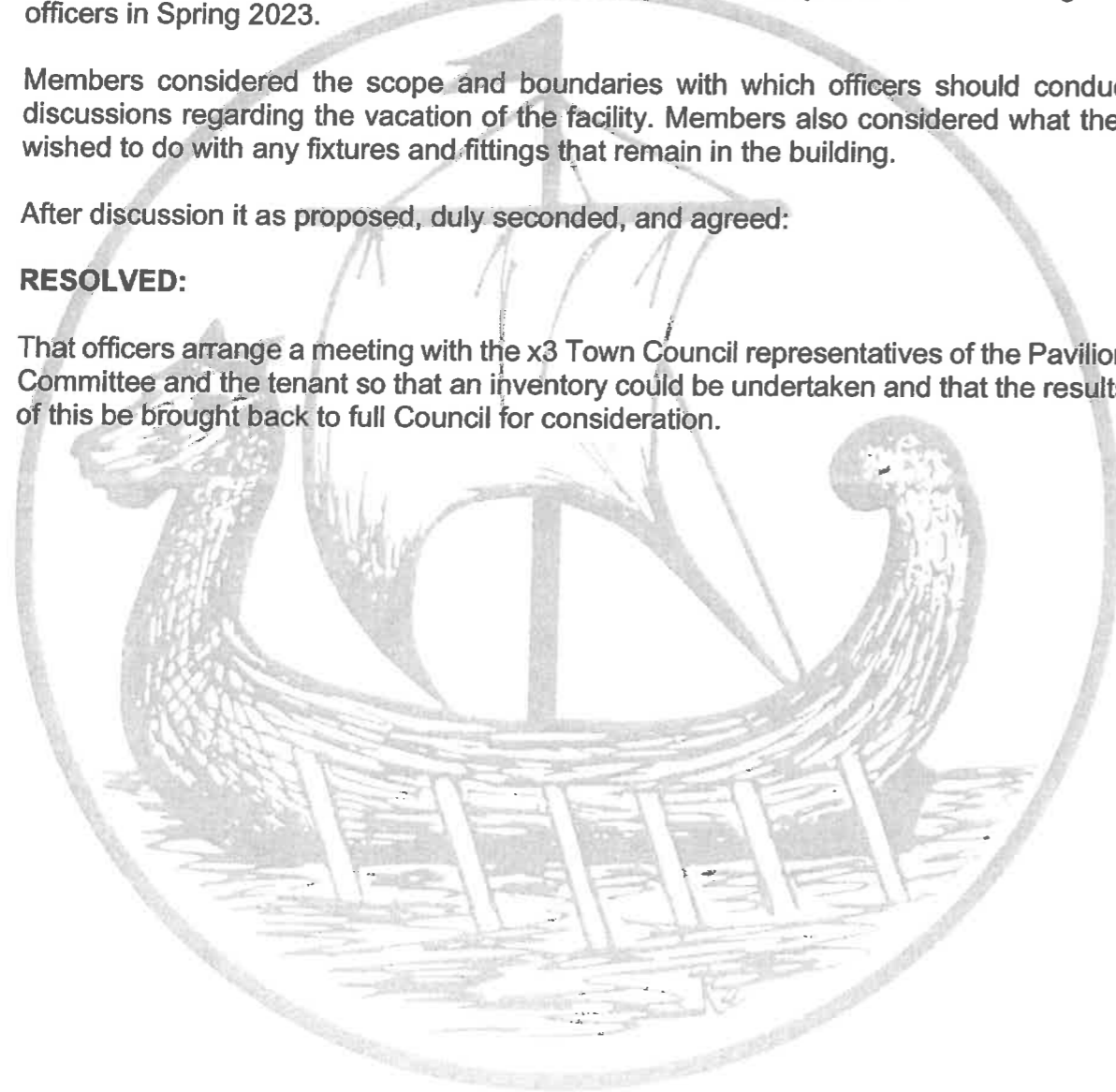
Members were aware (minute 278/22-23) the current Tenants gave notice on the Lease and will cease trading at the end of April and that a condition of the current Tenants notice on the Lease, (minute 278/22-23) was that it was subject to a site meeting with officers in Spring 2023.

Members considered the scope and boundaries with which officers should conduct discussions regarding the vacation of the facility. Members also considered what they wished to do with any fixtures and fittings that remain in the building.

After discussion it as proposed, duly seconded, and agreed:

RESOLVED:

That officers arrange a meeting with the x3 Town Council representatives of the Pavilion Committee and the tenant so that an inventory could be undertaken and that the results of this be brought back to full Council for consideration.



CORRESPONDENCE WITH TENANT

From: karen melbourne-dowse >
Sent: Wednesday, April 12, 2023 7:12 AM
To: Martin Harding >
Subject: Re: Reply: URGENT: Site Visit / Inventory

Hi Martin

it is very difficult until we shut, the playschool want a couple of benches, wardonna court , bingo club want some items , in the kitchen there will be plates and cups, the work stations are going. there will be glasses, the small tables in hall will be left, I am trying to see if there is anyone who wants all the fund raising fete stuff so I am looking at giving to people who can use so difficult to say what will be left until I sort it all out which wont be until I close .

Sorry, with working I just do not have time to know more

regards

Karen

From: Martin Harding >
Sent: 11 April 2023 16:10
To: karen melbourne-dowse >
Subject: Reply: URGENT: Site Visit / Inventory

Good afternoon Karen

Hope all is well and you had a good bank holiday weekend.

Have you been able to complete the inventory for us as discussed last week? If so would you be able to get the document over to me ASAP.

Many thanks in advance.

Yours sincerely,

Martin Harding
Assistant Town Clerk / RFO