

MINUTES of the MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 12 OCTOBER 2017 at 7.00 PM

PRESENT:

Councillor Ms L M Cross (Town Mayor)
Councillor Mrs A E D Barham (Deputy Town Mayor)
Councillor K G Basson
Councillor Mrs S P Butterfill
Councillor Dr J M Harman
Councillor P M Harman
Councillor P C Harris
Councillor Ms L C Howes
Councillor R J Lees
Councillor B R Parry
Councillor A S Reach
Councillor B E Read
Councillor Mrs I A Read
Councillor S J Ryan

ALSO PRESENT:

Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT:

Councillor Mrs M B Kelly
Councillor K M Kelly

236/17-18. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors' Ms L M Hall, J A Hayes, Mrs L Manchester and D J Mote.

237/17-18. **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.

238/17-18. **MINUTES OF THE MEETING HELD ON 6 JULY 2017.**

RESOLVED:

That the Minutes of the Meeting held on 6 July 2017 be confirmed and signed as a true record.

239/17-18. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk confirmed that a representative from Dartford Borough Council Planning would be at the Planning, Major Developments, Transportation and the Environment Committee meeting scheduled for 18 October 2017 to give a presentation on the proposed Statement of Community Involvement. All members were welcome to attend this presentation.

240/17-18. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION & THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 5 JULY, 6 SEPTEMBER AND 27 SEPTEMBER 2017.

Members highlighted a correction to minute number 110/17-18 from the 5 July 2017 meeting.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 5 July, 6 September and 27 September 2017 be confirmed and the recommendations made therein be adopted subject to the correction of minute 110/17-18.

241/17-18. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 21 SEPTEMBER 2017.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 21 September 2017 be confirmed and the recommendations made therein be adopted.

242/17-18. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 7 SEPTEMBER 2017.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 7 September 2017 be confirmed and the recommendations made therein be adopted.

243/17-18. MINUTES OF THE EXECUTIVE & EMERGENCY COMMITTEE MEETING HELD ON 29 AUGUST 2017.

RESOLVED:

That the minutes of the Executive & Emergency Committee meeting held on 29 August 2017 be confirmed and the recommendations made therein be adopted.

244/17-18. MINUTES OF THE HERITAGE SUB-COMMITTEE MEETING HELD ON 4 JULY 2017.

RESOLVED:

That the Minutes of the Heritage Sub-Committee meeting held on 4 July 2017 be confirmed and the recommendations made therein be adopted.

245/17-18. MINUTES OF THE REGENERATION & QUALITY SUB-COMMITTEE MEETING HELD ON 29 JUNE 2017.

RESOLVED:

That the Minutes of the Regeneration & Quality Sub-Committee meeting held on 29 June 2017 be confirmed and the recommendations made therein be adopted.

246/17-18. MINUTES OF THE ANTI-SOCIAL BEHAVIOUR AND CRIME SUB-COMMITTEE MEETING HELD ON 12 JULY 2017.

RESOLVED:

That the Minutes of the Anti-Social Behaviour and Crime Sub-Committee meeting held on 12 July 2017 be confirmed and the recommendations made therein be adopted.

247/17-18. NEIGHBOURHOOD WATCH GROUPS (NHWG).

Further to minute 148/17-18 the Town Mayor welcomed Ms Erin Scott, Neighbourhood Watch Group Co-ordinator for the area, to the meeting.

Ms Scott provided members with an update on what the situation was with the current NHWG.

Members asked whether any information could be provided regarding the current Neighbourhood Watches that operate within the Town and Ms Scott agreed to provide this information.

RESOLVED:

That Ms Scott be thanked for her attendance and the information provided be noted.

248/17-18. **LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND (LGBCE)
ELECTORAL REVIEW OF DARTFORD: WARDING ARRANGEMENTS.**

Further to minute 579/16-17 members considered both the Dartford Borough Council (DBC) response to the LGBCE consultation and the LGBCE advice that they are minded to recommend that 42 borough councillors should be elected to DBC in the future (currently it is 44).

Members discussed the trigger for this review, the time period the electorate figures are based on and the impact that development would have on the outcome.

Members felt that it was important to ensure that the ward boundaries reflect the existing Town boundaries and that this was an opportunity to further discuss the impact of development on both the shape and design of the electoral wards and the ward distinctions for the Town Council.

It was felt that the number of both Borough Councillors and Town Councillors representing the whole Town should not be reduced.

Members felt that a small Working Group should meet and formulate a recommended response to the consultation within the next 4 weeks, with a Special Town Meeting being called prior to the 4 December 2017 deadline to consider this and finalise the Town Councils response.

It was agreed that, to ensure the impact on officer time was minimised, this work should be member led and the Working Group membership was agreed as follows:

1. Councillor Mrs S P Butterfill
2. Councillor P M Harman
3. Councillor B E Read
4. Councillor S J Ryan

RESOLVED:

1. That a Working Group be formed collate a recommended response to the LGBCE Electoral Review of Dartford: Warding Arrangements Consultation.
2. That the Working Group membership be as detailed above
3. That the Working Group meet and formulate a recommended response to the consultation within the next 4 weeks, with a Special Town Meeting being called prior to the 4 December 2017 deadline to consider this and finalise the Town Councils response.

249/17-18. AMENDMENT TO STANDING ORDER 25.

Further to minute 121/17-18 it was proposed, seconded and duly agreed;

RESOLVED:

That Standing Order 25 be amended as detailed in the report.

250/17-18. ANTI-SOCIAL BEHAVIOUR & CRIME SUB-COMMITTEE.

Further to minute 182/17-18 Members were asked to consider approving a resolution, in accordance with S/O 16 b, to change the Sub-Committee to a full Committee.

Members discussed the rationale behind the proposal along with the impact having set meeting dates may have on the involvement of outside bodies.

After discussion regarding the need to form a more pro-active committee it was felt that a change in name, to the Community Safety Committee, in addition to the proposed changes to the Terms of Reference would help assure residents of the Town Councils commitment to address issues experienced within the Town.

Members discussed the vacancies that would occur as a result of this change to a committee and it was agreed that the following members would fill these vacancies on the Community Safety Committee:-

1. Councillor Ms L M Cross
2. Councillor Mrs S P Butterfill
3. Councillor Ms L C Howes
4. To be filled by a Town Councillor from the Conservative Group

RESOLVED:

1. That the Anti-Social Behaviour & Crime Sub-Committee be changed to form the Community Safety Committee
2. That the Terms of Reference and schedule of meeting dates be adopted as per the information supplied.
3. That the vacancies on the Community Safety Committee be filled as detailed above.

251/17-18. MEMBERS CONTACT DETAILS – WEBSITE.

Members were asked to consider whether they should have their contact details published on the Town Council website.

Members discussed the various contact details that could be supplied and the option for the Town Council to supply a dedicated email address.

It was felt that each member should have the choice of what, if any, contact details should for them should be published on the Town Council website.

RESOLVED:

That the Clerk request from each member confirmation of what contact details they wished to be published on the Town Council website.

252/17-18. LOCAL AWARD SCHEME APPLICATION.

Further to minute 220/16-17 Members received the information detailing criteria's 1 to 23 for the Foundation Level Accreditation Scheme. The Town Clerk went through each criteria and confirmed/clarified where the information was published or available and how the Town Council met each of the required criteria's.

RESOLVED:

1. That the Town Council confirms that it publishes online the information contained in criteria's 1 to 15 of the Local Council Award Scheme Foundation Level.
2. That the Town Council confirms that it has met the criteria's contained in 16 to 23 of the Local Council Award Scheme Foundation Level.

253/17-18. SUGGESTIONS FOR 2018 – 2019 ESTIMATES.

Members had previously been asked (6 July 2017) to submit projects/items for consideration to be included in the 2018-19 estimates (deadline was 31 August 2017). Further to minute 127/17-18 the RFO detailed the list provided to members and confirmed the additional costs associated with the CCTV Project.

Members discussed the merits of each area/project and it was felt that having a specific budget for CCTV would be too prescriptive and that it would be more appropriate to allocate a budget of £2,500.00 for Community Safety which would then give greater flexibility on what/how this could be spent.

Members also felt that it would be more appropriate to spread the expenditure of replacing the benches and bins over 2 financial years.

RESOLVED:

That the projects/items for inclusion in the 2018 – 2019 Estimates be finalised, including the amendments as detailed above.

254/17-18. **STAFF / MEMBER TRAINING - UPDATE.**

Members were informed that the following training had been booked/undertaken:-

Cllr R J Lees	Finance Conference (KALC) - Aylesford	12 October 2017
Town Clerk	Kent Highways Parish Forum – Tonbridge	20 October 2017
ATC/RFO	Social Media Learning Event (KALC) – Lenham	27 September 2017
ATC/RFO	Finance Conference (KALC) - Aylesford	12 October 2017
ATC/RFO	Rewilding Britain: Planning, Policy & Practice – University of Kent, Canterbury.	12 September 2017
Employee 63	Pesticide/Chemical Spraying – West Malling.	16 and 17 November 2017

RESOLVED:

That the item be noted.

255/17-18. **KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – PARISH NEWS.**

Members were supplied with the August 2017 edition of the Parish News.

RESOLVED:

That the item be noted.

256/17-18. **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.

Borough and Parish Council Forum (BPCF)

The Town Mayor and Town Clerk are the Town Councils representatives on the BPCF. As previously agreed the agenda for the 10 October 2017 meeting was available in the Chamber for inspection.

Bluewater Forum (BF).

The Town Mayor is the Town Council representative on BF. As previously agreed the agenda for the 28 September 2017 meeting is available in the Chamber for inspection.

SureStart Swanscombe U1R Children's Centre Committee – Dartford Advisory Board (DAB).

Councillor R J Lees is the Town Council's representative on the SureStart Swanscombe U1R Children's Centre. As previously agreed the minutes from the 25 July 2017 meeting are available in the Council Chamber for inspection.

Detached Youth Worker - Diocese of Rochester (DYW).

Councillor S P Butterfill is the Town Council's representative on the steering group. An email had been received from the Diocese, 25 September 2017 confirming the progression of the project. Councillor Mrs S P Butterfill advised that due to lack of applicants the position had been re-advertised with a closing date of 7 November 2017.

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' P M Harman and P C Harris are the Town Council's representatives on IPGM.

Councillors' P C Harris and P M Harman updated members which included:

A new Assistant Development Manager had been appointed.

Discussions were ongoing with Firstport regarding the effectiveness of the flood defence fence that had been placed around the play area on the waterfront.

Greenhithe Community Association (GCA).

Councillors' S P Butterfill and B R Parry are the Town Council's representatives on GCA. Councillor B R Parry updated members which included:

The redecoration of the centre had been undertaken in line with the Lease requirements, this had the replacement of the front doors.

Investigations are being made into replacing the main hall floor and also alternative heating arrangements.

257/17-18. REPORT FROM KENT COUNTY COUNCILLOR.

Kent County Councillor P M Harman updated members on the recent flooding of 9 areas across the Town. 4 of these areas were already ongoing and work was progressing on these sites.

2 pedestrian crossings at London Road and Swanscombe Street had been brought to the Kent County Councillor P M Harman's attention. Both were under investigation and discussions were ongoing with Kent Highways.

RESOLVED:

That the item be noted.

258/17-18. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

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

No information to update at present.

RESOLVED:

That the item be noted.

259/17-18. SEALING OF DOCUMENTS.

There were none.

260/17-18. TOWN MAYOR'S ANNOUNCEMENTS.

The Town Mayor thanked members for attending her recent events and she confirmed that she would be holding a historical talk by Christophe Bull on 25 November 2017 at the Pavilion Community Sports & Social Club.

261/17-18. QUESTIONS.

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

There being no further business to transact the Meeting closed at 9.20 pm.

Signed: _____

(Chairman)

Date:- _____