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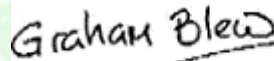
SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 11 February 2021 at 7.00pm

This will be conducted as a virtual meeting using Zoom.



Graham Blew
Town Clerk

Dated: 4 February 2021

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 26 onwards.

This virtual meeting will be conducted via Zoom. Should any member of the public or outside organisation wish to gain access to this online meeting then they will need to input the following details:

<https://us02web.zoom.us/j/86723197100?pwd=dWZpUFkxRnJKRlFmNzhMMUJpYVEzUT09>

Meeting ID: 867 2319 7100
Passcode: 249096

Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.



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

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A G E N D A

A MEETING OF THE SWANSCOMBE & GREENHITHE TOWN COUNCIL

1. To receive and accept apologies for absence.
2. Declarations of interest in items on the Agenda.
- * ***As per Standing Order 34 c), and at the Chairman's discretion, the meeting will be adjourned at this point to allow any members of the public to address the meeting in relation to the business to be transacted at the meeting. Members of the public are allowed to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.***
3. To approve the Minutes of the Meeting held on 14 January 2021 (p).
4. Items as Deemed Urgent by the Town Mayor / matters arising from previous minutes and their position on the Agenda (*for discussion/information only, not for decision*).

5. LOCAL POLICE – MONTHLY UPDATES (p).

Kent Police have provided the attached monthly updates for December (these were previously emailed to all members).

It is hoped that PCSO Andrew Lewis will be able to attend the meeting to discuss the updates.

Recommended: That the item be noted.

6. KENT COUNTY COUNCIL (KCC) – VISION ZERO ROAD SAFETY STRATEGY CONSULTATION (p).

KCC are undertaking a consultation on their Vision Zero Road Safety Strategy. This strategy aims to create zero road fatalities in Kent by 2050.

Attached for members are the initial questions for consideration. An online version will be used at the meeting for completion as further questions will be available dependant on members choices.

The supporting documentation can be found at:

<https://kccconsultations.inconsult.uk/consult.ti/visionzero/consultationHome>

The deadline for responses is 15 March 2021 with members having previously been provided with the survey on 26 January 2021.

Recommended: To finalise a response to the survey.

7. RECREATIONAL FACILITY CHARGES 2021 – 2022 (p).

Please find attached the proposed price increases; the Responsible Financial Officer (RFO) has increased them by 2.5% overall and rounded up appropriately. As previously agreed, the allotments have been increased by 15% to include the staged recovery of the administration costs of the Allotment Association.

** All of these figures were taken into account when members previously agreed that Estimates for the forthcoming 2021 – 2022 financial year (minute 184/20-21 full Council, 14 January 2021).

Recommended: To approve the Recreation Facility Charges 2021 – 2022.

8. ENVIRONMENTAL ACTION PLAN WORKING GROUP (p).

Attached for members information is an update report on the progress to the new community areas within Swanscombe Park.

Recommended: To discuss and advise accordingly

9. SECTION 137 EXPENDITURE: LIMIT FOR 2021 – 2022 (p).

The Department for Communities and Local Government has confirmed that the appropriate sum for parish councils for the purposes of section 137 (4) (a) of the Local Government Act 1972 for 2021 – 2022 is £8.41.

Recommended: That the item be noted.

10. COMMUNITY INFRASTRUCTURE LEVY (CIL) STRATEGY – WORKING GROUP UPDATE (p).

Further to minute 152/20-21 members of the Working Group are asked to agree a date and time for the first meeting. At this meeting the Terms of reference will need to be set.

The Working Group membership is:

Cllr Emma Ben Moussa
Cllr Sue Butterfill
Cllr Ann Duke
Cllr Lesley Howes
Cllr Peter Harman

Recommended: To set a date and time for the first meeting of the Working Group.

11. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Cllr Emma Ben Moussa	KALC Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 (Zoom).	24 February 2021
Cllr Lorna Cross	KALC Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 (Zoom).	3 March 2021
Cllr Lesley Howes	KALC Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 (Zoom).	24 February 2021

Recommended: That the item be noted.

12. INSURANCE CLAIM/S – UPDATE.

The following claim/s have now been settled:-

- a) Claim Ref: 27201391168 – Damage following break in to van NJ63 BFP, this claim incurred a £150.00 excess.
- b) Claim Ref: 27201391169 – Damage following break in to van BF07 OBS, this claim incurred a £150.00 excess.
- c) Claim Ref: 27210000020 – ASB damage to roller shutter at Swanscombe Park during break in to BF07 OBS, this claim incurred a £100.00 excess.
- d) Claim Ref: 27200001071 – Equipment stolen from van NJ63 BFP, this claim incurred a £100.00 excess.

Recommended: That the item be noted.

13. GENERAL DATA PROTECTION REGULATIONS – UPDATE (p).

Further to minute 79/20-21 and 177/20-21, and the attached correspondence sent to Councillors on 9 December 2020, members are reminded that Town Council email accounts should be used for correspondence regarding Town Council business. Members are also asked to check their Town Council email accounts on a regular basis for communications.

Recommended: That the item be noted.

14. MONTHLY BANK RECONCILIATION.

In accordance with Financial Regulation 2.2, a member of the council other than the Town Mayor or a cheque signatory needs 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 under minute 32/19-20.

Recommended: That the bank reconciliations up to and including January 2021 be noted.

15. BANK TRANSFERS (p).

In accordance with Financial Regulation 5.5 (c), please find attached a list of bank transfers undertaken for January 2021 for approval.

Recommended: To approve the bank transfers undertaken for January 2021.

16. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT (p).

In accordance with Financial Regulation 5.5 (a), please find attached a detailed list of all receipts and payments for January 2021 for approval.

Recommended: To approve receipts and payments for January 2021.

17. SUMMARY OF ACCOUNTS (p).

Please find attached the Flex-Budget Report balanced to 31 January 2021.

Recommended: To note the summary of accounts to 31 January 2021.

18. DECISIONS & RESPONSES (p).

Attached for member's consideration are the following:

- Decisions and activities undertaken under Section 101 (1) of the Local Government Act 1972 since the previous meeting.
- Planning applications for consideration and responses and decision notices submitted/received during the period of lockdown since the previous meeting.

Recommended: To note and endorse the decision and planning responses discharged since the previous meeting.

19. REPORTS OF OUTSIDE REPRESENTATIVES.

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

19.1 North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Councils representative on the NWKVC and she has requested that this item be on future agendas to enable her to give a verbal update.

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

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

19.3 DBC Borough and Parish Forum (BPF)

The Town Mayor and Town Clerk are the Town Councils representatives on the BPF. As previously agreed, the Agenda for the 12 January 2021 meeting is available for inspection.

19.4 KCC Dartford Children's partnership Conservation (DCPC)

Councillor Peter Harman is the Town Councils representative on the DCPC. As previously agreed, the agenda for the 26 January 2021, including the minutes from the 29 September 2020 meeting, are available for inspection.

20. REPORT FROM KENT COUNTY COUNCILLOR.

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

21. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

This item gives the x5 Dartford Borough Councillors representing Swanscombe and Greenhithe the opportunity to submit a verbal report on any relevant news or developments at Dartford Borough Council.

22. ADAPTATIONS TO THE HERITAGE COMMUNITY HALL – REQUEST FROM WALK TALL (p).

Under the agreed terms for the Lease for the Heritage Community Hall, the Town Council have received a request from Walk Tall to make adaptations to the Leased demise.

Attached for member's consideration is a report outlining the proposed adaptations.

Recommended: To discuss and advise accordingly

23. COVID-19 – FINANCIAL IMPLICATIONS (p).

Please find attached the report for this item.

Recommended: To discuss and advise accordingly.

24. MOUNTS ROAD GREENHITHE – DEBRIS ON ROAD.

The Town Mayor has requested an item be placed on the agenda for members to discuss residents concerns regarding debris being left on the road from developers working in that area.

Recommended: To discuss and advise accordingly.

25. EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: 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 press and public leave the meeting during consideration of the following item.

26. GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) – UPDATE AND REQUEST (p).

Please find attached the confidential report for this item.

Recommended: To discuss and advise accordingly.

27. PAVILION COMMUNITY SPORTS AND SOCIAL CLUB – UPDATE (p).

Please find attached the confidential report for this item.

Recommended: To discuss and advise accordingly.

INFORMATION IN THE OFFICE.

- Clerks & Councils Direct – January 2021, Issue 133.
- Local Councils Update – Issue 247, January / February 2021.
- The Clerk – Society of Local Council Clerks - January 2021, Vol.52, No.1
- Kent Association of Local Councils – January 2021 newsletter



You can follow us on Social Media and via our website.

Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithe town council.gov.uk>

