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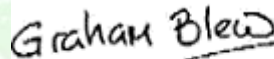
SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 14 January 2021 at 7.00pm

This will be conducted as a virtual meeting using Zoom.



Graham Blew
Town Clerk

Dated: 7 January 2021

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 22 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/82232097888?pwd=SDExNEVWZzhxMjN0eUFJeWFJaFBdQT09>

Meeting ID: 822 3209 7888

Passcode: 902733

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.

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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 10 December 2020 (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. **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND SUB-COMMITTEES AND PASS RESOLUTIONS AS DEEMED ADVISABLE (p):**
 - Personnel Committee – 3 December 2020.
6. **KENT COUNTY COUNCIL (KCC) - THE CLIMATE CHANGE ADAPTATION SURVEY FOR KENT AND MEDWAY (p).**

KCC are undertaking a Climate Change Adaptation Survey for Kent and Medway with the responses provided being used to make a major contribution to the successful development of the Adaptation Programme and Implementation Plan and the future resilience of the region.

The deadline for responses is 15 January 2021 with members having previously been provided with the survey on 14 December 2020.

Recommended: To finalise a response to the survey.

7. LOCAL COUNCIL AWARD SCHEME RENEWAL.

Further to minute 482/17-18, the Town Councils Local Council Award Scheme – Foundation Award is due to expire in December 2021.

Members are being asked to agree to work being undertaken to renew the Foundation Award ahead of the expiry date. In addition members are being asked to agree that work begin as soon as possible, after the renewal of the Foundation Award, on attaining the Silver Award level.

Recommended: To agree to work being undertaken to renew the Foundation Award and work to attain the Silver Award as soon as possible after this.

8. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL (p).

Please find the attached application for funding. There is currently £950.00 remaining in the 2020 - 21 budget for local funding applications (Cost Code 244).

A. CAS Community Solutions

- ❖ To assist members a copy of the “*Guidance Notes for Applications for Funding from the Town Council*” is attached.

Recommended: To decide on the applications received and, if successful, any amount of funding to be awarded.

9. ANNUAL ESTIMATES 2021 – 2022 (p).

Further to minute 159/20-21 (*full Council 10 December 2020*) please find attached the proposed Annual Estimates for the 2021 - 2022 financial year.

Recommended: Members to approve and accept the Annual Estimates for the 2021 – 2022 financial year.

10. COUNCIL TAX BASE 2020- 2021.

To set the Council Tax Base for Band D properties and the precept figure for 2021 – 2022.

Recommended: Members to approve Council Tax Base for Band D as detailed in the Annual Estimates for the 2021 – 2022 financial year along with a precept figure of £420,053 for 2021 - 2022.

11. LOCAL POLICE – MONTHLY UPDATES (p).

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

Further to minute 161/20-21 the local PCSO has also provided a response to the request from members regarding the updates including positive feedback on crime resolution.

In addition PCSO Andrew Lewis has indicated his availability to attend the Town Council meetings schedule for 11 February 2021, 11 March 2021 and the 8 April 2021.

Recommended: That the item be noted.

12. 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 December 2020 be noted.

13. BANK TRANSFERS (p).

In accordance with Financial Regulation 5.5 (c), please find attached a list of bank transfers undertaken for December 2020 for approval.

Recommended: To approve the bank transfers undertaken for December 2020.

14. 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 December 2020 for approval.

Recommended: To approve receipts and payments for December 2020.

15. SUMMARY OF ACCOUNTS (p).

Please find attached the Flex-Budget Report balanced to 31 December 2020.

Recommended: To note the summary of accounts to 31 November 2020.

16. 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.

17. REPORTS OF OUTSIDE REPRESENTATIVES.

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

17.1 Whitecliffe Community Liaison Group (WCLG)

Councillor Peter Harman is the Town Councils representative on the WCLG. As previously agreed the minutes for the 24 November 2020 are available for inspection.

17.2 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.

17.3 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.

18. 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.

19. 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.

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

Please find attached the report for this item.

Recommended: To discuss and advise accordingly.

21. 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.

22. GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) – UPDATE (p).

Please find attached the confidential report for this item.

Recommended: To discuss and advise accordingly.

23. 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.

- Fields in Trust – Field Notes – winter 2020
- The Clerk – Society of Local Council Clerks - January 2021, Vol.52, No.1
- Kent Association OF Local Councils – December 2020 newsletter



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

Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithetowncouncil.gov.uk>

