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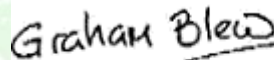
SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 8 April 2021 at 7.00pm

This will be conducted as a virtual meeting using Zoom.



Graham Blew
Town Clerk

Dated: 1 April 2021

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 24 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/84764152207?pwd=LzVpZG80ZHIwKzVQY2w1ZUI0MmcwUT09>

Meeting ID: 847 6415 2207

Passcode: 636986

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.
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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 11 March 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 February (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. SPECIAL PANDEMIC HERO AWARD (p).

Further to minute 20/20-21, attached for members consideration are the nominations for the Special Pandemic Hero Award 2020 – 2021.

Nominations for this award have been running from July 2020 and closed on 31 March 2021.

It is recommended that the winner of this award is presented as part of the virtual Annual Open Town Meeting on Tuesday 4 May 2021.

Attached for members consideration is a draft certificate for the winner of the award.

Recommended:

1. To decide on the winner of the Special Pandemic Hero Award.
2. To confirm that the winner will be presented with the award at the Annual Open Town Meeting.
3. To confirm the design for the winners certificate.

7. ACCESS ROAD GULLIES – SWANSCOMBE CENTRE (p).

The access road to the side of the Swanscombe Centre serves several community facilities including the Swanscombe Centre itself, Craylands Lane allotments and Swanscombe Heritage Park.

The drains / gullies within the road are blocked and during heavy rain extensively flood the vicinity.

Initial investigations works have been undertaken to both attempt to clear the blockage and ascertain the route of the drain and the works required to remedy the problem.

The Town Council have now had a quotation to excavate the soft ground and install two new pipes from the gullies to the storm drain (map attached), at a cost of £3,375.00+VAT.

Members are asked to consider whether to have this work undertaken.

Members need to be aware that as no budget has been allocated for this the cost would have to be met from the monies within Community Infrastructure Levy budget that the Town Council currently holds.

Recommendation: To decide whether to commence with the works to repair the drains with the access road adjacent to the Swanscombe Centre.

8. ADDITIONAL BENCHES – SWANSCOMBE & BROOMFIELD PARKS (p).

The Town Council have received a request asking whether we would install benches outside of our play areas, to enable parents with dogs to sit and watch whilst their children play. The request has been made for both Swanscombe and Broomfield Park.

This would be in addition to the benches already located within the children play areas themselves. The benches the Town Council currently install across its sites cost £459.40+VAT per bench.

Attached for members information is an image of the current bench used and an overhead diagram of both play areas indicating the possible location for benches.

Members need to be aware that as no budget has been allocated for this the cost would have to be met from the monies within Community Infrastructure Levy budget that the Town Council currently holds.

Recommendation: To decide whether to install x 2 new benches outside play areas in Swanscombe and Broomfield parks.

9. BOOT SCRAPERS – SWANSCOMBE HERITAGE PARK (p).

The Town Council have received a request asking whether we would install x 2 boot scrapers at the two walking entrances to the Swanscombe Heritage Park.

The Town Council currently has boot scrapers adjacent to kissing gates at both Broomfield and Knockhall Parks. The boot scrapers the Town Council currently install across its sites cost £284.62+VAT per scraper.

Attached for members information is an image of the current boot scrapers used and an overhead diagram of the entranceway indicating possible locations.

Members need to be aware that as no budget has been allocated for this the cost would have to be met from the monies within Community Infrastructure Levy budget that the Town Council currently holds.

Recommendation: To decide whether to install x 2 new boot scrapers at the entrance ways to the Swanscombe Heritage Park.

10. TREE WORKS & REPLACEMENT TREES / COMMUNITY ORCHARD – SWANSCOMBE PARK (p).

As part of the works agreed within the 2019 tree survey, the large Leylandii in the corner of the bowls green at Swanscombe Park was scheduled to be felled. This work was delayed due to the pandemic and has now been scheduled for October 2021 to ensure that any cutting does not impact on the wildlife and nesting season.

When the decision was made to fell this tree, it was agreed to plant x 2 trees, at a more suitable location within the park.

Attached for members consideration is a report with some suggested replacements and a diagram of a possible location.

Recommendation: To note the delay to felling the Leylandii tree in Swanscombe Park, and to decide on the species and location for its replacement.

11. COMMEMORATIVE BENCHES (p).

The Town Mayor has submitted a suggestion to dedicate the new benches, planned to be installed within the picnic area within Swanscombe Park, to those who have lost their lives during the COVID-19 pandemic and / or to those key workers who went above and beyond to serve our community.

Attached for members consideration are some designs and costs for plaques that could be used.

Recommendation: To decide whether to dedicate the new benches for the picnic area within Swanscombe Park to those who lost their lives and / or keyworkers who served the community during the COVID-19 pandemic.

12. VE DAY 2021 – TOMMY SILHOUETTES (p).

In order to commemorate Victory in Europe (VE) Day 2021, an opportunity has arisen to purchase some lamp post hung tommy silhouettes.

Attached for members consideration is an image of the product, another showing how it could look on the street lights outside the Town Council offices.

Members are asked to consider whether to purchase this product and place it up for VE Day 2021 at a cost of £225.00 + Shipping.

Members need to be aware that as no budget has been allocated for this the cost would have to be met from the monies within Community Infrastructure Levy budget that the Town Council currently holds.

Recommendation: To decide whether to purchase a tommy silhouette to be hung on the street lights outside the Town Council offices to commemorate VE Day 2021.

13. NEW NOTICEBOARD – THE AVENUE GREENHITHE (p).

The Town Council have been approached by Dartford Borough Council (DBC) who have asked whether we would like to place a community noticeboard on a piece of land along The Avenue, Greenhithe, that DBC have recently renovated.

Attached for members consideration is an overview map showing the piece of land in question, along with a street view of the site.

Also attached are two example noticeboards including costings.

Members are asked to consider whether to install a new noticeboard at this location.

Members need to be aware that as no budget has been allocated for this the cost would have to be met from the monies within Community Infrastructure Levy budget that the Town Council currently holds.

Recommendation: To decide whether to install a new noticeboard at The Avenue, Greenhithe, and what design to use.

14. NATURAL ENGLAND CONSULTATION – SWANSCOMBE PENINSULA (p).

Attached for members consideration is a letter from Natural England, along with supporting documents, indicating the enlargement of the Site of Special Scientific Interest (SSSI) at Bakers Hole, Swanscombe, to encompass the wider Swanscombe Peninsula area. The Town Council are being asked whether we wish to make comments on this change to the Bakers Hole SSSI.

Any comments must be made by 12 July 2021.

Members were previously sent this information on 15 March 2021.

Recommended: To decide whether to, and what wording to include, for any comment to this consultation.

15. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken: -

Town Clerk		SLCC Annual General Meeting (Zoom)	17 March 2021
Town Clerk		KALC Press & Social Media Course (Zoom)	21 April 2021
Assistant Clerk	Town	KCC Crowdfunding Event (Zoom)	17 March 2021
Assistant Clerk	Town	IDOX Funding Webinar (Zoom)	24 March 2021
Assistant Clerk	Town	Breakthrough Comms – Crisis Communications Webinar (Zoom)	31 March 2021

Recommended: That the item be noted.

16. ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT (p).

Please find attached the results of the Annual Playground Safety Inspection. Members will see that most of the risk criteria ratings are L (low) or VL (very low).

Unfortunately due to issues with soft surfacing and also with timber play equipment the cost required is more than was budgeted for and Members are asked for the difference to be paid for from the Financial Risk Assessment monies currently held by the Town Council for surfacing.

The report also highlights some equipment that may require replacing in the future and Members are asked to take this into account when setting the annual estimates for next year (2022-2023).

Recommended: To note the Annual Playground Safety Inspection Report and to agree to the works highlighted being undertaken using the budget allocations as detailed.

17. 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.

18. REPORTS OF OUTSIDE REPRESENTATIVES.

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

18.1 London Resort Company Holdings Ltd. Community Liaison Group (LRCHCLG)

Councillor Peter Harman is the Town Councils representatives on the LRCHCLG. As previously agreed, the Agenda for the 9 March 2021 meeting is available for inspection.

NB. In response to an enquiry, LRCHCLG have confirmed that they are happy to accept a substitute representative, if the current cannot attend, but this must be done in advance, with the substitute members contact details being provided.

18.2 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.

18.3 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.

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. ANTI-SOCIAL BEHAVIOUR / HYGIENE CONCERNS – MANOR PARK, SWANSCOMBE (p).

Please find attached the report for this item.

Recommended: To discuss and advise accordingly.

22. TOWN MAYOR'S ANNOUNCEMENTS.

23. 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.

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

Please find attached the confidential report for this item.

Recommended: To note.

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

Please find attached the confidential report for this item.

Recommended: To note.

26. GROVE HALL WORKING GROUP (p).

The Working Group met on 5 March 2021. Attached for members consideration are the confidential notes and recommendations from that Working Group.

Recommended: To discuss and advise accordingly.

27. WORKING GROUPS REVIEW (p).

Please find attached the confidential report for this item.

Recommended: To discuss and advise accordingly.

INFORMATION IN THE OFFICE.

- KALC News – February 2021
- Allotment & Leisure Gardener – Issue 1, 2021
- The Clerk – March 2021
- Clerks & Councils Direct – March 2021



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

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

