

MINUTES of the SPECIAL TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on WEDNESDAY 12 OCTOBER 2022 at 7.00pm

**PRESENT:** Councillor Lorna Cross – Town Mayor  
Councillor Peter Harman – Deputy Town Mayor  
Councillor Anita Barham  
Councillor Emma Ben Moussa  
Councillor Maurice Weet

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

**ABSENT:** There were none

**204/22-23. 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.

**205/22-23. 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 Ann Duke, due to other commitments.

An apology for absence was received from Councillor Linda Hall, due to other commitments.

An apology for absence was received from Councillor Dr Jo 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 other commitments.

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

Councillor Jay Shah had previously received dispensation from attending meetings for a six-month period commencing 21 July 2022 (minute 117/22-23).

**RESOLVED:**

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

**206/22-23. 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.***

**207/22-23. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**208/22-23. EXCLUSION OF THE PRESS AND PUBLIC.**

MOVED BY Councillor Emma Ben Moussa and seconded by Councillor Maurice Weet.

**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.

**209/22-23. PAVILION PROJECT – DESIGN UPDATE.**

Members considered the confidential report and, after discussion, it was unanimously agreed;

**RESOLVED:**

1. That Plan D (appendix C of the report) for the First Floor, as detailed, be agreed and taken forward, along with the previously agreed Ground Floor Plan, for a planning application to Dartford Borough Council (DBC).
2. That the Town Clerk, in consultation with the Town Mayor, be given delegated authority to agree the final layout of the rear access road and alignment of the building on site for planning purposes to meet the requirements of Kent Highways Service (KHS).
3. That all possible measures, budget allowing, would be incorporated within the building design to operate in the lowest carbon way possible.
4. That the Green Roof be removed from the design to allow space for additional solar products, and that any budget saving be used to ensure the building is more energy efficient.

210/22-23 **PAVILION PROJECT – PLANNING UPDATE**

Members considered the confidential report and, after discussion, it was unanimously agreed;

**RESOLVED:**

1. That the contents of the reports provided as pre-planning advice by both DBC, and KHS be noted.
2. That the level of information and commissioned reports required to progress the project to planning stage be noted.
3. That the updated timeline for the project be noted.

211/22-23. **PAVILION PROJECT – COMMISSIONING STAGE.**

Members considered the confidential report and, after discussion, it was unanimously agreed;

**RESOLVED:**

1. That the information required for a planning application, as detailed by DBC, be noted.
2. That, as per the Scheme of Delegation detailed in the report, the Town Clerk be delegated authority to undertake the works necessary, including the commissioning of consultants and setting the location of the bin store, to submit a planning application for this project.
3. That the Town Clerk be delegated authority to spend the required funds up to £50,000 on planning fees and consultancy costs, as detailed, to progress the application.
4. That the £50,000 funds delegated to the Town Clerk, to be spent on progressing this project to a planning application, are sourced from the Town Councils existing Community Infrastructure Levy budget.

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

Signed: \_\_\_\_\_

(Chairman)

Date: \_\_\_\_\_