

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 10 FEBRUARY 2022 at 7.00 PM

PRESENT: Councillor Lesley Howes – Town Mayor
Councillor Lorna Cross – Deputy Town Mayor
Councillor Emma Ben Moussa
Councillor Ann Duke
Councillor Linda Hall
Councillor Peter Harman
Councillor Peter Harris
Councillor John Hayes

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

ABSENT: There were none

391/21-22. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

Members held a minute's silence as a mark of respect for the recent passing of former Kent County Councillor and Dartford Borough Councillor Ivor Jones.

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

392/21-22. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Anita Barham, due to other commitments.

An apology for absence was received from Councillor Sue Butterfill, due to other commitments.

An apology for absence was received from Councillor Dr Jo Harman, due to other commitments.

Councillor Jay Shah had previously received dispensation from attending meetings for a six-month period commencing 9 December 2021 (minute 315/21-22).

Councillor Maurice Weet had previously received dispensation from attending meetings for a six-month period commencing 28 October 2021 (minute 251/21-22).

An apology for absence was received from Dartford Borough Councillor David Mote

RESOLVED:

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

393/21-22. 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.

394/21-22. TO RECEIVE THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING HELD ON 13 JANUARY 2022.

RESOLVED:

That the Minutes of the Special Town Council Meeting held on 13 January 2022 be confirmed as a true record and be signed.

395/21-22. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

396/21-22. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 15 DECEMBER 2021 AND 19 JANUARY 2022.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 15 December 2021 and 19 January 2022 be confirmed and the recommendations made therein be adopted.

39721-22. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 27 JANUARY 2022.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 27 January 2022 confirmed and the recommendations made therein be adopted.

398/21-22. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 13 JANUARY 2022.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 13 January 2022 be confirmed and the recommendations made therein be adopted.

399/21-22. **MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 1 DECEMBER 2021.**

RESOLVED:

That the Minutes of the Community Safety Committee Meeting held on 1 December 2021 be confirmed and the recommendations made therein be adopted.

400/21-22. **AMENDMENT TO STANDING ORDER 23 (f) AND STANDING ORDER 43 (p)**

At the 9 December 2021 meeting (minute 324/21-22) amendments were proposed and seconded for consideration at the next ordinary meeting of the Council.

These amendments to Standing Orders were suggested for clarity and to ensure Members are aware of the procedure for Dispensation relating to Interests

RESOLVED:

1. That the amendments to Standing Orders 23 (f) and 43, as detailed, be agreed and adopted.
2. That, in accordance with S.101(1) of the Local Government Act 1972, Committees, Sub-Committees, and the Town Clerk be delegated authority to approve dispensation requests relating to interests.

401/21-22. **REVISION TO MEMBERS CODE OF CONDUCT.**

The Monitoring Officer (Dartford Borough Council (DBC)) had written to advise that the Borough Council had adopted a revised Members Code of Conduct. This ensured the Member Code of Conduct's clarity, consistency and quality and that important areas such as bullying, harassment, equalities, respect, and disrepute provisions were included.

Members were made aware that S.27 (3) of the 2011 Localism Act provides that a parish council may adopt the same code of conduct adopted by its principal authority.

RESOLVED:

That the revised Members Code of Conduct, as detailed, be agreed and adopted.

402/21-22. **CAPACITY BUILDING FUND (DBC)**

Further to minute 243/21-22, on 13 January 2022 the Town Council received a letter from the Leader of DBC confirming the Town Councils funding bid to the Capacity Building Fund had been successful.

RESOLVED:

That the item be noted

403/21-22. COVID-19 CONTAIN OUTBREAK MANAGEMENT FUND.

The Town Council received confirmation from the Chief Executive of Kent Association of Local Councils that its application to Kent County Councils grant funding had been successful.

RESOLVED:

That the item be noted

404/21-22. PUBLIC TOILETS IN OPEN SPACES AND PARKS.

Further to minute 322/21-22 Members were advised that a site meeting had been held in Swanscombe Park on 14 December 2021 between officers, members of the Town Council and the representative of the local football club. Unfortunately, the suggested location for siting a portaloos was unsuitable and impractical. The representative from the local football club thanked members of the Council for their time and consideration, acknowledged the unsuitability of the site and confirmed that they would look to seek alternatives.

Members considered how best to ascertain the feasibility of any long-term solution for the provision of public toilets in open spaces and parks and decided to form a Working Group to investigate this.

It was agreed the Public Toilets Working Group be made up of the following:

Councillor Emma Ben Moussa
Councillor Lorna Cross
Councillor Ann Duke
Councillor Peter Harman
Councillor Lesley Howes

RESOLVED:

1. That the outcome of site meeting held on 14 December 2021 be noted.
2. That the Public Toilets Working Group be formed, as above, to ascertain the feasibility of any long-term solution for the provision of public toilets in open spaces and parks.

405/21-22. BUDGET STATEMENT AND COUNCIL TAX PUBLICITY.

Further to minute 367/21-22 Members were asked to agree the two documents for printing and distribution throughout the Town.

Members were also asked to agree the social media release regarding its section of the Council Tax Bill being frozen for 2022 – 2023.

RESOLVED:

That the two documents be endorsed and published, and the Budget Statement be distributed.

406/21-22. LINE MARKING – SWANSCOMBE CENTRE CAR PARK.

Members considered the report detailing a request from Gravesham Community Leisure Limited (GCLL).

RESOLVED:

That the consent granted for this request be endorsed.

407/21-22. REQUEST FOR DRONE FILMING – SWANSCOMBE HERITAGE PARK.

A request had been received from The Historic Thames (documentary) Producer/Director seeking permission to use a drone at The Swanscombe Heritage Park on either 22, 23 or 24 February 2022 for 2 hours.

A completed Event Notification Form, Flight Planning Execution Plan (including Risk Assessment), Flight Location Permission Form, Civic Aviation Authority Insurance Policy had been provided.

In line with the Town Councils Policy for Use of Parks / Open Spaces, and in consultation with the Town Mayor, consent was granted

RESOLVED:

That the item be noted.

408/21-22. LOCAL COUNCIL AWARD SCHEME RE-ACCREDITATION.

Further to minutes 482/17-18 and 182/20-21, where it was resolved that work to re-new the Foundation Award be untaken, Members were asked to confirm the required recommendations which would enable the application to be submitted.

RESOLVED:

1. That it be confirmed that the Town Council publishes online the required information contained in criteria's 1 to 18 of the Local Council Award Scheme Foundation Level.
2. That it be confirmed that the Town Council has met the criteria's contained in 19 to 26 of the Local Council Award Scheme Foundation Level.

409/21-22 STAFF / MEMBER TRAINING – UPDATE

The following training had been scheduled / undertaken: -

Cllr Lorna Cross	Kent Association of Local Councillors (KALC) – Strategies to Identify and Recruit New Local Councillors (Zoom)	24 Feb 2022
Cllr Lorna Cross	KALC - Working with Local Media to Engage Your Community (Zoom)	3 March 2022
Cllr Lorna Cross	KALC – Equality, Diversity and inclusion in your Council (Zoom).	31 March 2022
Cllr Lesley Howes	KALC – Chairmanship Networking Day (Zoom)	26 Feb 2022
Cllr Lesley Howes	Climate Change Conference – KALC (Zoom)	15 Dec 2021
X2 Groundsman / Gardeners	DBC - Tree Pruning Course (Community Orchard – Arrow Riding School)	3 Feb 2022

RESOLVED:

That the item be noted.

410/21-22. **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.

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

Councillor Peter Harman is the Town Councils representative on the LRCHCLG. As previously agreed, the Minutes from the 24 June 2021 and 14 October 2021 meetings were 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.

North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Councils representatives on the NWKVC but having submitted her apologies for the meeting no update was available.

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' Peter Harman and Peter Harris are the Council's representatives on IPGM.

Councillor Peter Harris gave an update which included:

A recent request to purchase a part of the public open space from a local resident was refused.

Correspondence had been issued to the Directors from Crest regarding non-attendance at meetings.

Dartford Children's Partnership Conversation (DCPC).

Councillor Peter Harman is the Town Councils representatives on the DCPC. As previously agreed, the minutes from the 21 September 2021 meeting were available for inspection.

Dartford Young Peoples Partnership Conversation (DYPPC).

Councillor Lesley Howes is the Town Councils representatives on the DYPPC. As previously agreed, the minutes from the 8 September 2021 meeting were available for inspection.

Borough and Parish Forum (BPF).

The Town Mayor and Town Clerk are the Town Council representatives on the BPF. As previously agreed the agenda for the 11 January 2022 were available for inspection.

Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Council's representative on the WCLG. As previously agreed, the minutes from the 30 November 2021 meeting and the agenda for the 1 February 2022 were available for inspection.

Councillor Peter Harman updated members that a discussion had been held on the potential allocation of developer contributions in relation to community sports pitches.

Updates were also provided on dog bin provision and local schools.

411/21-22 REPORT FROM KENT COUNTY COUNCILLOR.

Kent County Councillor Mr Peter M Harman gave an update which included:

He had attended a recent Planning Committee.

The budget meeting had been held today and the tabled amendments and alternative budget proposed at the meeting were unsuccessful.

The budget had confirmed that Kent County Council had seen a £700 million reduction in grants from Central Government since 2010

An update was provided on investigation work into rumble strips within Ingress Park along the Fastrack route and continued liaison with Thames Water over low pressure and leaks.

RESOLVED:

That the item be noted.

412/21-22 REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors reported on the following matters:

A co-ordinated approach was being undertaken between the Borough and Thames Water to investigate a water leak at Mumford Drive

A new street sweeper had been appointed for Swanscombe, and was working through a series of allocated roads

The new build developments in Keary Road and Milton Road were due to be completed in March/April, with the housing allocated to Swanscombe residents from the waiting list. The development at Gilbert Close was being delayed by archaeological investigations.

Following works to clear the garden area at Gunn Road a further incident of anti-social behaviour had occurred. This incident had been caught on camera and the intelligence was passed to Kent Police.

A co-ordinated walk of Swanscombe was arranged for 24 February 2022, between DBC, KCC, Kent Police and the Community Warden with a view to engaging with residents and looking for areas of concern.

A recent planning application for a retrospective change of use for a building in Greenhithe was refused by the planning authority and had also been turned down at appeal.

A recent meeting of the Crime & Policy Overview and Scrutiny Committee had been held which provided an update on policing levels, crime rates including the impact of Bluewater on local statistics.

An update was provided on the recent by-elections and the change of personnel at Cabinet at DBC.

The process to install corner protection lines within Ingress Park was ongoing with further information being sought on current parking issues.

RESOLVED:

That the item be noted.

413/21-22. TOWN MAYOR'S ANNOUNCEMENTS.

Invitations for the Town Mayors Civic Night on 2 April 2022, had been sent out.

The Town Mayor was hosting a 'Celebration of the Peninsula' on Saturday 12 February 2022 at the Pavilion. This would incorporate a film screening, photography and art works by local children. Donations from the event would go to the Town Mayors charity fund.

414/21-22. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Peter Harman and seconded by Councillor Ann Duke.

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.

415/21-22. INGRESS PARK COMMUNITY CENTRE.

Members considered the confidential report and verbal update provided.

RESOLVED:

1. That the Town Council contact Crest Nicholson and Dartford Borough Council to confirm that it is happy to assume the risk associated with the construction of the additional car parking spaces that fall within the land subject to a potential Development Consent Order for London Resort.
2. That the Town Council are aware that any decision to construct the entire parking area for the sole use of the Community Centre would be subject to approval and potential conditions from Ebbsfleet Development Corporation Planning Department.
3. That the Town Council seeks its own legal advice on the possible risks associated with the additional car park area falling within the land subject to a potential Development Consent Order for London Resort.

416/21-22. PAVILION PROJECT - UPDATE.

Further to minutes 253/21-22 (28 October 2021 Special Town Council) and 230/21-22 (7 October 2021 Town Council), where it was agreed that a standing item be included on future Town Council agendas. Members were provided with a confidential update so that all members are aware of how the project is proceeding.

RESOLVED:

That the recommendations provided within the confidential report be taken forward and proposed to the Special Town Council meeting scheduled for 17 February 2022.

417/21-22. TOILET FACILITIES AT BROOMFIELD PARK.

Members considered the correspondences regarding this issue.

RESOLVED:

1. That a single portaloos be hired and placed in the grounds of the Grove Hall.
2. That this portaloos be for the use of the sports hirers at Broomfield Park on Sundays.

There being no further business to transact the Meeting closed at 8.55pm.

Signed: _____

(Chairman)

Date:- _____