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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 7 December 2023 at 7.00pm

at: The Council Offices, The Grove, Swanscombe, DA10 0GA.

Graham Blew

Graham Blew
Town Clerk

Dated: 1 December 2023

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 21 onwards.

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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AGENDA

A MEETING OF THE SWANSCOMBE & GREENHITHE TOWN COUNCIL

1. To receive and accept apologies for absence (*Local Government Act 1972, s.85*).

2. Declarations of interest in items on the Agenda (*Localism Act 2011, s.31*).

* ***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 19 October 2023 (p) (*Local Government Act 1972, Sch 12, Para 41(1)*).

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)**

(*Local Government Act 1972, Sch 12, Para 41(1)*):

- Planning, Major Developments, Transportation & the Environment Committee – 18 October and 15 November 2023.
- Recreation, Leisure & Amenities Committee – 23 November 2023.
- Finance & General Purposes Committee – 2 November 2023.
- Personnel Committee – 23 November 2023.
- Allotments & Cemeteries Sub-Committee – 25 October 2023

6. **COMMUNITY INFRASTRUCTURE LEVY (CIL), DARTFORD BOROUGH COUNCIL (DBC) (p).**

Further to minutes 329/22-23 (*full Council 8 December 2022*) and 51/21-22 (*full Council 24 June 2021*) the Infrastructure Levy Monitoring and Management Officer (DBC) has written advising that a proportion of the CIL receipts received from development/s within the Town Council area, for period 1 April to 30 September 2023, have been received and apportioned accordingly.

Recommended: That the item be noted.

7. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) COMMUNITY AWARDS SCHEME (2024) (p).

The Chief Executive of KALC has advised that they have now launched the 2024 KALC Community Awards Scheme.

If the Council wishes to take part in the Scheme the first step is to agree to adopt the Scheme. The Council would then need to submit its Nomination to KALC by Friday 2 February 2024.

All the relevant information / details for the Scheme are attached for members information.

Recommended: To adopt the Scheme and to submit a Nomination.

8. YOUTH SERVICES – UPDATE – CAS TRAINING (p).

Further to minutes 123/23-24 and 226/23-24, and as required by the contract, the third update from CAS Training is enclosed for members information.

Recommended: That the item be noted.

9. FINANCIAL RISK ASSESSMENTS (FRA) FOR 2023 - 2024 (p)

Further to minute 259/23-24 (*FGP 2 November 2023*) where members agreed that contributions to the FRA's be frozen for 2024 – 2025, except for monies required for the costs for the periodic tree survey and that expenditure from the FRA's during 2024 – 2025 be frozen, except for the costs for the periodic tree survey and the funds allocated to the Pavilion project and any other items deemed emergency in nature.

It had also been agreed that 50% of the funds allocated for contingency within the FRA's for the Heritage Community Hall be transferred over to the allocation for the Church Road Hall.

Members are now asked to approve the draft FRA's 2023 - 2024 and include them in the draft Estimates 2024 – 2025.

Recommended: To approve the draft FRA's 2023 – 2024 and include them in the draft Estimates 2024 – 2025.

10. DRAFT ANNUAL ESTIMATES – 2024 - 2025 (p).

Please find attached the Draft Annual Estimates 2024 - 2025 for members' information at this stage.

Officers will be reviewing these drafts over the festive period and the final copies will be submitted to the Town Council meeting held on 11 January 2024 as this is required to set the Council Tax Rate for Band D.

Recommended:

That the contents of the Draft Estimates and forecasts be noted and considered by all members ahead of the final figures being provided at full Council on 11 January 2024 for endorsement.

11. INGRESS PARK COMMUNITY CENTEE WORKING GROUP – UPDATE (p).

Further to the update provided to all Members on 23 November 2023 (minute 294/23-24) the Working Group met on 30 November 2023. The notes from this meeting are attached and contain x2 recommendations for Members to consider.

Recommended:

1. That the notes of the IPCC Working Group be noted.
2. That the Town Council write to Gareth Johnson MP requesting that he writes to Dartford Borough Council and Crest Nicholson Eastern asking for clarification as to why the completion of the Freehold of the Ingress Park Community Centre (IPCC) has not been completed along with the enforcement of the Section 106 for the site.
3. That the Town Council release a statement updating on the current position and outstanding matters awaiting resolution by Crest Nicholson.

12. PAVILION PROJECT - TENDER AND PLANNING PROCESS – UPDATE (p).

Please see the attached update report.

Recommended:

1. To note the tender process update.
2. To note the planning update and select the preferred layout for Broomfield Park, incorporating the new cricket square and x 4 football pitches.

13. PAVILION PROJECT - DESIGN – UPDATE (p).

Please see the attached update report.

Recommended: That the item be noted.

14. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken: -

Town Clerk	KCC Parish Seminar	KCC - Teams
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Recommended: That the item be noted.

15. REPORTS OF OUTSIDE REPRESENTATIVES.

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

- 15.1 London Resort Company Holdings Ltd. Community Liaison Group (LRCHCLG)
Councillor Peter Harman is the Town Councils representatives on the LRCHCLG.

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.

- 15.2 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.

15.3 Dartford Young People's Partnership Conversation (DYPPC).

Councillor Lesley Howes the Town Councils representatives on the DYPPC. As previously agreed, the minutes from the 20 September 2023 meeting, are available for inspection.

15.4 Bluewater Forum (BF)

Councillor Peter Harman is the Town Councils representatives on the BF. The last meeting was scheduled to take place on 23 November 2023.

15.5 Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Councils representatives on the WCLG. As previously agreed, the Agenda and Minutes from the 14 November 2023 meeting are available for inspection.

16. REPORT FROM KENT COUNTY COUNCILLOR.

This item gives the 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.

17. 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.

18. SEALING OF DOCUMENTS.

There are none.

19. TOWN MAYOR'S ANNOUNCEMENTS.

20. 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.

21. PAVILION PROJECT – TENDER AND LEGAL - UPDATE (p).

Please see the attached confidential report.

Recommended:

1. To provide any comments / feedback on the submitted tenders for consideration as part of the interview / evaluation process.
2. To note the update on the outstanding legal matters for the construction of the new Community Hub.

INFORMATION IN THE OFFICE.

- KALC News – November 2023.
- Local Councils Update – Issue 278, November 2023, Issue 279, December 2023.
- The Clerk – November 2023.
- Clerks & Councils Direct – November 2023, Issue 150

Members, and their spouses / partners, are cordially invited to join the Town Mayor for some refreshments after the Meeting.



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

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

