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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 19 October 2023 at 7.00pm

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

Graham Blew

**Graham Blew
Town Clerk**

Dated: 13 October 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.
Tel: (01322) 385513 Fax: (01322) 385849



A G E N D A

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 Special Meeting held on 14 September 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 – 12 July 2023. 6 September 2023 and 27 September 2023.
- Recreation, Leisure & Amenities Committee – 21 September 2023.
- Finance and General Purposes Committee – 14 September 2023.
- Heritage Sub-Committee – 6 September 2023.
- Community Safety Committee – 4 October 2023.

6. **DARTFORD BOROUGH COUNCIL (DBC) JOINT TRANSPORTATION BOARD (JTB) (p).**

Further to minute 117/23-24 DBC have confirmed that the attached x2 Parish Councillors have been elected to as Parish Representatives on the JTB.

Recommended: That the item be noted.

7. EXTERNAL AUDITOR REPORT AND CERTIFICATE 2022 – 2023 (p).

To comply with statute full Council are required to consider (and minute their consideration) the external auditors annual letter / report (as attached).

Recommended: That the external auditors report and certificate 2022 – 2023 be noted, as required by statute.

8. GROUND FLOOR OF THE OLD FIRE STATION, CHURCH ROAD, SWANSCOMBE (p).

Further to minute 419/22-23 the Swanscombe and Greenhithe Local History Group contacted the Town Council on 22 September 2023 to advise that they would not be pursuing the possibility of taking over the ground floor.

The tenants of the 1st Floor of the building have been asked if they would be interested and have provided the attached response.

Recommended: To discuss and advise accordingly.

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

Further to minutes 34/23-24 and 123/23-24, and as required by the contract, the second update from CAS Training is enclosed for members information.

Recommended: That the item be noted.

10. SUGGESTIONS FOR 2024 – 2025 ESTIMATES (p).

The attached was the only recommendation/suggestion received from members by the 31 August 2023 deadline and is now included on the agenda for Full Council for further consideration.

Recommended:

1. To decide whether to adopt the proposed suggestion for inclusion within the 2024 – 2025 Estimates.
2. Depending on the outcome of recommendation 1 above, to agree what the expected expenditure would be for the proposed new Cost Code of “Members Support.”

11. PARKING AT KNOCKHALL (p).

We recently received a phone call from a resident complaining about the amount of football matches being played at Knockhall and the effect this was having on local residents (this was after Sunday 25 September 2023).

Swanscombe Tigers FC (currently the only hirers at Knockhall Park), were contacted and attached are the correspondences with them which include the drafts of the suggested banners they have provided.

Also included, for information, are:

- the fixtures that took place on Sunday 24 September 2023.
- the pitch allocations for 2023 – 20254 and the extract of minutes relating to these.

Recommended: To discuss and advise accordingly.

12. INSURANCE CLAIM/S – UPDATE.

The following claim/s have now been settled: -

Claim Ref: 27230000408 – damage to the slide in Broomfield Play Area, this claim incurred a £250.00 excess.

Recommended: That the item be noted.

13. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken: -

Cllr Lorna Cross	Crisis Communications for local Councils – 9 November 2023	KALC – Online
	Communication with your community (pt1) – 13 December 2023	KALC – Online
	Communication with your community (pt2) – 18 January 2024	KALC – Online
Cllr Lesley Howes	KALC AGM – 18 November 2023	KALC - Ditton
Town Clerk	Clerks Conference – 27 September 2023	KALC - Ditton

Recommended: That the item be noted.

14. PAVILION PROJECT – UPDATE (p).

Further to minute 169/23-24 where members received a confidential update on the Legal Issues of the new Community Hub Project attached is an update of both the Social Value plan and the Project Timeline.

Recommended:

1. To agree the priorities for social value, to be fed into the final Social Delivery Plan with the chosen contractor for the project.
2. To note the updated Project Timeline.

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 Bluewater Community Forum (BCF).

The Town Mayor is the Town Councils representative on the BCF and the last meeting was held on 28 September 2023.

15.3 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.

15.4 Dartford Children's Partnership Conversation (DCPC).

Councillor Emma Ben Moussa is the Town Councils representatives on the DCPC. As previously agreed, the agenda, and minutes, from the 19 September 2023 meeting are available for inspection.

15.5 Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Councils representatives on the WCLG. As previously agreed, the minutes from the 25 July 2023 and 19 September 2023 meetings are available for inspection.

15.6 Elders Forum – DBC (EF).

Councillor Lesley Howes is the Town Councils representatives on the EF. The last meeting took place on 29 September 2023.

15.7 Borough & Parish Forum (BPF) – Dartford Borough Council.

The Town Mayor and the Town Clerk are the Town Councils representatives on the BPF. As previously agreed, the agenda from the 3 October 2023 meeting is 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 – UPDATE (p).

Further to minute 169/23-24 and agenda item 13 above, please see the confidential report updating on the Tender Process and Legal Process.

Recommended:

To note, and endorse, the actions taken to date in relation to the Tender Process and outstanding legal matters for the construction of the new Community Hub.

INFORMATION IN THE OFFICE.

- KALC News – August 2023, September 2023, October 2023.
- Local Councils Update – Issue 275, August 2023, Issue 276, September 2023 and Issue 277, October 2023.
- The Clerk – September 2023.
- Clerks & Councils Direct – September 2023, Issue 149.



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

