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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 9 February 2023 at 7.00pm

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

Graham Blew

Graham Blew
Town Clerk

Dated: 3 February 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.

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 Special Meeting held on 12 January 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 – 14 December 2022.
 - Recreation, Leisure & Amenities Committee – 18 January 2023.
 - Finance & General Purposes Committee – 12 January 2023.
 - Community Safety Committee – 7 December 2022.
6. **METAL DETECTOR POLICY (p).**

The attached draft policy is provided for members consideration. This would be used in conjunction with the Town Councils current Policy for Use of Parks and Open Spaces.

Recommended: To agree and adopt the Metal Detector Policy.

7. **CO-OPTION POLICY (p).**

The attached draft policy is provided for members consideration. This would be used in conjunction with the Town Councils Standing Orders.

Recommended: To agree and adopt the Co-Option Policy.

8. BUDGET STATEMENT 2022 - 2023 (p).

Further to minute 377/22-23 Members are asked to agree the attached draft Budget Statement 2022 – 2023 which will be produced digitally, in the same way as in 2021 – 2022, with hard copies made available to members for distribution and also placed at the Community Café and at Swanscombe Surgery.

Recommended: To agree the draft Budget Statement 2022 – 2023.

9. CONSULTATION – KENT COUNTY COUNCIL (KCC) COMMUNITY SERVICES (p).

KCC has launched a public consultation on its Community Services which runs from 17 January to 26 March 2023.

www.kent.gov.uk/communityservicesconsultation

* Members were previously supplied with the details, by email, on 18 January 2023.

Recommended: To discuss and advise accordingly.

10. INSURANCE CLAIM/S – UPDATE.

The following claim/s have now been settled: -

- a) Claim Ref: 27220054894 – damage to the “Rocker” (piece of play equipment) at Broomfield Park, this claim incurred a £250.00.

Recommended: That the item be noted.

11. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken: -

Cllr Lesley Howes	How to recruit and retain a more diverse pool of Local Councillors – 14 November 2022	KALC - Zoom
Town Clerk	Election Act and Nomination Process – 24 January 2023	DBC – In house

Recommended: That the item be noted.

12. COMMUNITY EVENT WORKING GROUP UPDATE – “A RIGHT ROYAL CELEBRATION II” (p).

Further to minute 333/22-23 the Working Group met on 25 January 2023 and the notes from this meeting are attached.

Recommended: That the item be noted.

13. PAVILION SPORTS & SOCIAL CLUB LEASE - UPDATE (p).

As members are aware (minute 278/22-23) the current Tenants gave notice on the Lease and will cease trading at the end of April and that a condition of this was subject to a site meeting with officers in Spring 2023. Members are asked to consider the scope and boundaries with which officers should conduct discussions regarding the vacation of the facility.

Members are also asked to consider what they wish to do with any fixtures and fittings that remain in the building.

Recommended: To discuss and advise accordingly.

14. 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.

An update will be given if there is any further information since the Town Council meeting on 8 December.

Recommended: That the item be noted.

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

Further to minutes 343/22-23 (8 December 2022) members are asked to consider the future of the ground floor of the Old Fire Station.

Recommended: To discuss and advise accordingly.

16. REPORTS OF OUTSIDE REPRESENTATIVES.

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

16.1 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.

16.2 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.

16.3 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.

16.4 Dartford Children's Partnership Conversation (DCPC).

Councillor Emma Ben Moussa is the Town Councils representatives on the DCPC. As previously agreed, the agenda for the 24 January 2023 is available for inspection.

16.5 Dartford Young People's Partnership Conversation (DYPPC)

Councillor Lesley Howes is the Town Councils representatives on the DCPC. As previously agreed, the agenda for the 25 January 2023 meeting is available for inspection.

- *The agenda for the 27 February 2023 Dartford Annual Event, which incorporates the DCPC and DYPPC, is also available for inspection.*

16.6 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 18 January 2023 meeting are available for inspection.

16.7 The Borough and Parish Forum (DBC) (BPF).

The Town Mayor and Town Clerk are the Town Councils representatives on the BPF. As previously agreed, the agenda for the 17 January 2023 meeting is available for inspection.

16.8 Bluewater Community Forum (BCF).

The Town Mayor is the Town Councils representatives on the BCF. The last meeting was scheduled to have taken place on 26 January 2023.

16.9 Elders Forum (DBC) (EF).

Councillor Lesley Howes is the Town Councils representatives on the EF. The next scheduled meeting is due to take place on 13 February 2023.

17. 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.

18. 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.

19. SEALING OF DOCUMENTS.

There are none.

20. TOWN MAYOR'S ANNOUNCEMENTS.

21. 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.

22. STAFFING ISSUES.

Employee 39 has submitted a resignation letter requesting a leaving date of 8 March 2023. Due to the timescales involved this was discussed, and agreed, with the Chairman of Personnel. Steps have been taken to recruit and fill the position, any further update will be provided at the meeting.

Recommended: That the actions taken in dealing with this matter be endorsed.

INFORMATION IN THE OFFICE.

- KALC News – November 2022 and January 2023.
- Local Councils Update – Issue 269, January / February 2023.
- The Clerk – January 2023.
- Clerks & Councils Direct – January 2023, Issue 145



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

