

AGENDA ITEM 3

TOWN COUNCIL
8 DECEMBER 2022

SPECIAL T/C 12/1/2023

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 8 DECEMBER 2022 at 7.00 PM

PRESENT:

Councillor Lorna Cross – Town Mayor
Councillor Peter Harman – Deputy Town Mayor
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Linda Hall
Councillor Peter Harris
Councillor Lesley Howes

ALSO PRESENT:

Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO
X 1 Member of the public

ABSENT:

Councillor Maurice Weet

319/22-23. 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.

320/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Anita Barham, due to medical reasons.

An apology for absence was received from Councillor Ann Duke, due to medical reasons.

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

An apology for absence was received from Councillor John Hayes, due to medical reasons.

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

321/22-23. 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.

- 322/22-23. **TO RECEIVE THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING HELD ON 12 OCTOBER 2022 AND THE TOWN COUNCIL MEETING HELD ON 20 OCTOBER 2022.**

RESOLVED:

That the Minutes of the Special Meeting held on the 12 October 2022 and the Meeting held on 20 October 2022 be confirmed as a true record and be signed.

- 323/22-23. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

- 324/22-23. **MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 26 OCTOBER 2022 AND 16 NOVEMBER 2022.**

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held 26 October 2022 and 16 November 2022 be confirmed and the recommendations made therein be adopted.

- 325/22-23. **MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 24 NOVEMBER 2022.**

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 24 November 2022 confirmed and the recommendations made therein be adopted.

- 326/22-23. **MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 3 NOVEMBER 2022.**

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 3 November 2022 be confirmed and the recommendations made therein be adopted.

327/22-23. MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 1 NOVEMBER 2022.

RESOLVED:

That the Minutes of the Personnel Committee Meeting held on 1 November 2022 be confirmed and the recommendations made therein be adopted.

328/22-23. MINUTES OF THE LEASES & LEGAL COMMITTEE MEETING HELD ON 3 NOVEMBER 2022.

RESOLVED:

That the Minutes of the Leases & Legal Committee Meeting held on 3 November 2022 be confirmed and the recommendations made therein be adopted.

329/22-23. COMMUNITY INFRASTRUCTURE LEVY (CIL), DARTFORD BOROUGH COUNCIL (DBC).

Further to minutes 323/22-23, 152/19-20 and 51/21-22, the Senior Infrastructure Planner had written advising that a proportion of the CIL received from development/s within the Town council area, for the period 1 April to 30 September, had been received and apportioned accordingly.

RESOLVED: That the item be noted.

330/22-23. FINANCIAL RISK ASSESSMENTS (FRA) FOR 2023 – 2024.

Further to minute 226/22-23 (*Town Council 20 October 2022*) where members agreed that the review of the FRA's during 2022 – 2023 be waived and the contributions to the FRA's in both the 2022 – 2023 and 2023 – 2024 financial years, except for monies required for works resulting from the next 5 yearly tree survey be suspended, members were asked to approve the draft FRA's 2023 – 2024 and their inclusion in the draft Estimates 2023 – 2024.

RESOLVED:

That the draft FRA's 2023 – 2024 be approved and included in the draft Estimates 2023 – 2024.

331/22-23. DRAFT ANNUAL ESTIMATES – 2023 - 2024.

Members were provided with the Draft Annual Estimates 2022 – 2023, for information at this stage.

Members were reminded that officers would review the drafts over the festive period and the final copies would be submitted to the full Council meeting on 12 January 2023 to be agreed as required to set the Council Tax Rate for Band D.

RESOLVED:

That the contents of the Draft Estimates and forecasts be noted ahead of the final figures being provided to full Council on 12 January 2023 for endorsement.

332/22-23. DARTFORD BOROUGH COUNCIL (DBC) – COMMUNITY GOVERNANCE REVIEW (CGR).

Further to minute 118/22-23, DBC had concluded the CGR, and the Local Government Boundary Committee for England (LBCE) had granted consent for DBC to make the changes to the parish electoral arrangements for Swanscombe and Greenhithe. The change would come into effect for the next scheduled local elections being held in May 2023.

RESOLVED:

That the item be noted.

333/22-23. COMMUNITY EVENT WORKING GROUP UPDATE – “A RIGHT ROYAL CELEBRATION II”.

Members considered the reports from the Working Group.

RESOLVED:

1. That the item be noted.
2. That it be agreed that to the community event would be held between 12 noon and 4pm on Saturday 10 June 2023 in Swanscombe Park

334/22-23. SURVEY - CHILDREN AND YOUNG PEOPLES STEERING GROUP for KENT and MEDWAY(CYPSG)

The CYPSG were running a consultation to help them understand the key issues facing organisations so that they could better campaign for change in the county.

The survey had a closing date of 19 December 2022.

The Chairman advised that members were able to respond individually.

RESOLVED:

That the item be noted.

335/22-23 STAFF / MEMBER TRAINING – UPDATE

The following training had been scheduled// undertaken: -

Councillor Lesley Howes	How to recruit and retain a more diverse pool of Local Councillors – 14 November 2022	KALC – Zoom.
Councillors' Linda Hall, Peter Harris, John Hayes, Lesley Howes, and Maurice Weet.	Policies and Procedures (Volume 1) – 16 November 2022	In-house.

RESOLVED:

That the item be noted.

336/22-23. 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 Council's representative on the LRCHCLG. There had been no further meetings or communications from 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.

North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Council's representatives on the NWKVC

Councillor Sue Butterfill advised that the centre was doing well but quieter than hoped. All meetings were still being conducted over Zoom. There had been a drop in available volunteers for the transport provision, but the befriending service was still the most popular. Gardening support had now stopped for the winter period.

Work was progressing in sourcing funding and discussions were underway on creating a two-to-three-year plan for the service.

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 updated that the AGM had been held on 26 November, which had previously been deferred following the death of Her Majesty Queen Elizabeth II. A problem had occurred from Firstport, with the distribution of the meeting papers. A discussion had been held on leaf collection from adopted roads. It had been clarified that this would be undertaken by Dartford Borough Council, but they had limited resources at present.

Ebbfleet Development Corporation (EDC) had issued a breach of condition notice to Crest for the works required for the Bridge Follie. Crest had since erected a fence around the site but left the gate unsecured.

The works to repair the flood defences had been deferred due to available funds. The bill for the reparation works for the follies was expected shortly.

Two candidates had been put forward for the position of Resident Director, one candidate withdrew at the AGM, the remaining candidate was voted into post unanimously.

Dartford Children's Partnership Conversation (DCPC).

Councillor Emma Ben Moussa is the Town Council's representatives on the DCPC. As previously agreed, the agenda for 27 September meeting and notes for the meeting held on 21 June 2022, were available for inspection.

Dartford Elders Forum

Councillor Lesley Howes is the Town Council's representatives on the EF. The last meeting was scheduled to take place on 22 November 2022.

Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Council's representatives on the WCLG. As previously agreed, the minutes for the meetings held on 30 August 2022 were available for inspection.

337/22-23. REPORT FROM KENT COUNTY COUNCILLOR.

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

Full Council were due to meet on 15 December.

A recent meeting of the Joint Transportation Board had included a very informative presentation on the proposed changes to the train services under operation by South Eastern Trains.

RESOLVED:

That the item be noted.

338/22-23. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors reported on the following matters:

An event was held on Monday 5 December for White Ribbon Day, to raise awareness of violence against women.

A promotional drive had begun on support available to residents during the cost-of-living crisis, this included a suicide awareness campaign.

A presentation had been undertaken by EDC on the proposed new Ebbsfleet Central development surrounding Ebbsfleet Station.

Training courses for Members had been held on Cyber Crime and Equalities & Diversity.

Information had been provided on the Neighbourhood Policing Review which would see the numbers of PCSO's for Dartford reduce from 13 to 4.

General Assembly of the Council was scheduled for the 12 December where the Council Tax Base would be set. This meeting also included motions to oppose the Neighbourhood Policing Review and the planned expansion of the ULEZ scheme in London.

The Buccaneer Bay play area in Central Park was now closed to be redeveloped into one of the largest play areas in the country.

A new Housing Engagement Strategy was being considered.

Funding was being investigated for Warm Space Hubs

A new Street Cleaner had been appointed for Swanscombe.

RESOLVED:

That the item be noted.

339/22-23. SEALING OF DOCUMENTS.

There were none.

340/22-23. TOWN MAYOR'S ANNOUNCEMENTS.

The Town Mayor advised that she had attended and spoken about her role as Mayor at the "Meet the Mayor" event at the Bluewater Forum on 24 November 2022.

The Town Mayor had attended the recent 20th Anniversary event for Swanscombe Heath Centre, held on 2 December.

341/22-23. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Peter Harman and seconded by Councillor Peter Harris.

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.

342/22-23. PAVILION PROJECT – PLANNING UPDATE.

Members considered the confidential report.

Following discussion and a vote it was resolved, with one abstention, that:

RESOLVED:

1. That the reports that have been commissioned, and the level of expenditure to date under the Scheme of Delegation, be agreed.
2. That the action taken in agreeing the variation of fees with the Town Councils commissioned Architect be agreed and that this amount be sourced from CiL funds held, as per the agreed Scheme of Delegation.
3. That the project submission date for the planning application and updated plans be agreed.

343/22-23. PAVILION PROJECT – BUSINESS & SERVICE DELIVERY PLAN.

Members considered the confidential report.

Following discussion and a vote it was resolved, with one abstention, that;

RESOLVED:

1. That the draft Business Plan be agreed.
2. That the draft Service Delivery Plan and outline building timetable be agreed subject to a greater emphasis being placed on adult education.
3. That it be agreed that to ensure the building delivers on the draft Business & Service Delivery Plans, the new Community Hub would be directly managed/operated by the Town Council and that any profits be directed back into community improvements throughout the Town.
4. That it be agreed that the service of the Old Fire Station Community Café be transferred over to operate as the catering facility within the new Community Hub and that the Old Fire Station Community Café would close.
5. That an item be placed on the agenda, at a future meeting of the Town Council, to discuss the future of the ground floor of the Old Fire Station.

344/22-23. PAVILION PROJECT – BUILDING COSTS UPDATE.

Members considered the confidential report.

Following discussion and a vote it was resolved, with one abstention, that;

RESOLVED:

That the estimated construction cost for the building, as detailed within the confidential report be agreed.

345/22-23. PAVILION PROJECT – FUNDING UPDATE.

Members considered the confidential report.

Following discussion and a vote it was resolved, with one abstention, that;

RESOLVED:

1. That the work currently being undertaken to secure funding for the project be endorsed.
2. That consent be granted for an application being made to the PWLB for a loan, should external funding be secured to match fund the project, up to a maximum value of £2,500,000.

346/22-23. **WALK TALL ENQUIRY.**

Members considered the enquiry submitted by Walk Tall and, after discussion, it was agreed;

RESOLVED:

That whilst the Town Council were not against the proposal it did not wish to pursue this at the current time.

There being no further business to transact the Meeting closed at 8.30pm.

Signed:

(Chairman)

Date:

