

TOWN COUNCIL
7 DECEMBER 2023

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 7 DECEMBER 2023 at 7.00pm

PRESENT: Councillor Ann Duke – Deputy Town Mayor
Councillor Emma Ben Moussa
Councillor Peter Harris
Councillor Lesley Howes
Councillor Richard Lees
Councillor Claire Pearce
Councillor Hazel Stephens
Councillor Elizabeth Wickham

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – ATC/RFO
Rev. Charlie Lloyd – Evans
Councillor Carol Gale – Dartford Borough Council
Greenhithe
x3 Members of the public

ABSENT: Councillor Alan Reach

305/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

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

306/23-24. INTRODUCTION OF REVD. CHARLIE LLOYD-EVANS, PRIEST IN CHARGE AT ST MARY GREENHITHE & ST PETER AND ST PAUL SWANSCOMBE.

The Deputy Town Mayor welcomed Revd. Charlie Lloyd-Evans to the meeting who then led the meeting with a prayer.

307/23-24. 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 Lorna Cross, due to other commitments.

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

An apology for absence was received from Councillor Dawn Johnston, due to other commitments.

An apology for absence was received from Greenhithe Dartford Borough Councillor David Mote, due to other commitments.

RESOLVED:

That the reason/s for absence, for the above Town Councillor(s), be formally accepted and approved.

308/23-24. 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.

309/23-24. TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING ON 19 OCTOBER 2023

RESOLVED:

That the Minutes of the Town Council Meeting held on 19 October 2023 be confirmed as a true record and be signed.

310/23-24. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk informed the meeting that:

A request to use Swanscombe Park on 10 December 2023, between 3 and 4pm, for a "pop-up carol service" had been agreed (this was a repeat of the same event held last year).

The DBC Santa on Tour was currently scheduled to be outside the Town Council Offices on 21 December 2023.

311/23-24. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 18 OCTOBER AND 15 NOVEMBER 2023.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held 18 October and 15 November 2023 be confirmed and the recommendations made therein be adopted.

312/23-24. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 23 NOVEMBER 2023.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 23 November 2023 be confirmed and the recommendations made therein be adopted.

313/23-24. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 2 NOVEMBER 2023..

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 2 November 2023 be confirmed and the recommendations made therein be adopted.

314/23-24. MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 23 NOVEMBER 2023

RESOLVED:

That the Minutes of the Personnel Committee Meeting held on 23 November 2023 be confirmed and the recommendations made therein be adopted.

315/23-24. MINUTES OF THE ALLOTMENTS & CEMETERIES SUB-COMMITTEE MEETING HELD ON 25 OCTOBER 2023

RESOLVED:

That the Minutes of the Allotments & Cemeteries Sub-Committee Meeting held on 25 October 2023 be confirmed and the recommendations made therein be adopted.

316/23-24. COMMUNITY INFRASTRUCTURE LEVY (CiL) DARTFORD BOROUGH COUNCIL (DBC)

Further to minute 329/22-23 (full Council 8 December 2022) and 51/21-23 (full Council 21 June 2021) the Infrastructure Levy Monitoring and Management Office (DBC) had 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, had been received and apportioned accordingly.

RESOLVED:

That the item be noted.

317/23-24. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) COMMUNITY AWARDS SCHEME (2024)

The Chief Executive of KALC had advised that they had launched the 2024 KALC Community Awards Scheme.

After discussion it was unanimously agreed that:

RESOLVED:

That the scheme be adopted and that a nomination for KCC Warden Billy Unsworth be submitted.

318/23-24. YOUTH SERVICES – UPDATE – CAS TRAINING.

Further to minutes 123/23-24 and 226/23-24, and as required by the contract, Members considered the third update provided by CAS Training.

RESOLVED:

That the item be noted.

319/23-24. FINANCIAL RISK ASSESSMENTS (FRA) FOR 2023 - 2024.

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.

RESOLVED:

To approve the draft FRA's 2023 - 2024 and to include them in the draft Estimates 2024 - 2025

320/23-24. DRAFT ANNUAL ESTIMATES – 2024 - 2025.

Members considered the Draft Annual Estimates 2024 – 2025 which officers would be reviewing over the festive period and the final copies would 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.

RESOLVED:

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.

321/23-24. INGRESS PARK COMMUNITY CENTRE WORKING GROUP - UPDATE.

Further to the update provided to all Members on 23 November 2023 (minute 294/23-24) Members considered the notes from the Working Group on 30 November 2023, and particularly the x2 recommendations from the Working Group.

After discussion it was proposed, duly seconded, and agreed:

RESOLVED:

1. That the notes of the IPCC Working Group meeting held on 30 November 2023 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.

322/23-24. PAVILION PROJECT – TENDER AND PLANNING PROCESS - UPDATE.

Members considered the report updating on the tender and planning process.

RESOLVED:

1. That the tender process update be noted.
2. That the planning update be noted, and that the x3 options for the preferred layout for Broomfield Park, incorporating the new cricket square and x 4 football pitches be used on a cyclical basis.

323/23-24. PAVILION PROJECT – DESIGN - UPDATE.

Members considered the report updating on the design.

RESOLVED: That the design update be noted.

324/23-24. STAFF / MEMBER TRAINING – UPDATE.

The following training had been scheduled / undertaken: -

Town Clerk	KCC Parish Seminar	KCC - Teams
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RESOLVED:

That the item be noted.

325/23-24. 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. Councillor Harman had submitted his apologies for absence, and no update had been provided.

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.

Ingress Park (Greenhithe) Management Limited (IPGM).

Councillors' Peter Harman and Peter Harris are the Council's representatives on IPGM. IPGM had indicated that, although unable to provide documentation, they would like to submit verbal updates to the Town Council.

Councillor Peter Harris reported that First Port had lost x2 members of staff.

Dartford Young People's Partnership Conversation (DYPPC)

Councillor Lesley Howes is the Town Council's representative on the DYPPC. As previously agreed, the agenda and the minutes for the 20 September 2023 meeting were available for inspection.

Bluewater Forum (BF)

The Town Mayor is the Town Council representative on the BF. Councillor Harman had submitted his apologies for absence, and no update had been provided.

Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Council's representative on the WCLG. As previously agreed, the Agenda and Minutes from 14 November 2023 meeting were available for inspection.

326/23-24. **REPORT FROM KENT COUNTY COUNCILLOR.**

Kent County Councillor Mr Peter M Harman had submitted his apologies for absence, and no update had been provided.

RESOLVED:

That the item be noted.

327/23-24. **REPORT FROM DARTFORD BOROUGH COUNCILLORS.**

The Dartford Borough Councillors updated members which included:

The Joint Transportation Board had met recently and the continued road closure at Galley Hill had been discussed.

The Scrutiny Committee had met and the issue of subsidence in DBC housing stock had been discussed.

The Development Control Board had approved a planning application for the former builders' yard in Harmer Road.

Kent & Medway Integrated Care Strategy would go forward into the Corporate Plan.

The Digital Hub had opened in Dartford Town Centre (Citizens Advice North & West Kent) and this provided video access across the whole of Kent. The Data Bank gave qualifying residents up to 6 months unlimited data (sim cards) and it was hoped that x2 more permanent digital hubs would be located in the borough in the future with a possible formal opening in January 2024.

Health & Ecologies Workshops had also been run.

RESOLVED:

That the item be noted.

328/23-24. SEALING OF DOCUMENTS.

There were none.

329/23-24. TOWN MAYORS ANNOUNCEMENTS.

There were none.

330/23-24. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Richard Lees and seconded by Councillor Lesley Howes.

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.

331/23-24. **PAVILLION PROJECT – TENDER AND LEGAL - UPDATE**

Members considered the confidential report updating on the tender and legal situation. Officers provided and in-depth analysis of the current position and the plan of action to be taken before reporting back to members at the Special full council meeting on 11 January 2024.

After a lengthy debate it was proposed, duly seconded, and agreed:

RESOLVED:

That the outstanding legal matters for the construction of the new Community Hub be noted and that a further update be provided at the Special full council meeting on 11 January 2024.

There being no further business to transact the Meeting closed at 8.20 pm.

Signed: _____

(Chairman)

Date: _____

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 13 DECEMBER 2023 AT 7.00PM

PRESENT: Councillor Peter Harman - Chairman
Councillor Ann Duke – Vice-Chairman
Councillor Lorna Cross
Councillor Lesley Howes
Councillor Richard Lees
Councillor Hazel Stephens

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

ABSENT: There were none

332/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

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

333/23-24. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Dawn Johnston, due to other commitments.

An apology for absence was received from Councillor Elizabeth Wickham, due to other commitments.

Recommended: That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

334/23-24. SUBSTITUTES.

There were none.

335/23-24. 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.

336/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

337/23-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 15 NOVEMBER 2023.

Recommended: The Minutes of the meeting held on 15 November 2023 were confirmed and signed.

338/23-24. HIGHWAYS IMPROVEMENT PLAN (HIP) - UPDATE.

Further to minute 208/23-24 the KCC Road Safety Engineering Project Manager – Highways Improvement (West Kent) had provided information regarding the request to install wooden bollards in Swanscombe High Street from the southern extent of the zig-zag lines opposite the Co-Op, to the corner of the road at the junction with The Grove (but not beyond into The Grove).

Members discussed the updated HIP, and, after discussion, it was proposed, duly seconded and agreed:

Recommended: To proceed with the request for bollards (bolt down) as per the advice from Kent Highway Services.

339/23-24. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation/ Kent County Council / Gravesham Borough Council for Members observations (full details of these applications can be viewed via the Town Council, DBC, EDC, GBC and the KCC websites).

DA/23/01198/LBC	Application for Listed Building Consent for alterations to four single glazed timber windows into double glazed PVC units. 2 Flint Cottage, Knockhall Road, Greenhithe.
OBSERVATIONS:	The Town Council object to this application on the grounds that this is a listed building and double glazed PVC units would not be in keeping with the building. Wooden framed double glazing would be sympathetic to a listed building.
DA/23/01207/FUL (Revised)	Demolition of single storey rear section and erection of part single part two storey side/rear extension. 1 Stonely Crescent, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application. The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.

<p>DA/23/01071/FUL (Revised)</p>	<p>Application for a Lawful Development Certificate (Existing) for use Class B8 which would allow for open air storage and commercial vehicles.</p> <p>Reservoir North of Lower Road, Northfleet.</p>
<p>OBSERVATIONS:</p>	<p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p>
<p>EDC/22/0110/RVAR (KCC/DA/0214/2023)</p>	<p>Details of Site Drainage (Condition 4), Bund Landscape Works (Condition 8), Vehicle Parking, Cycle Storage and EV Charging Points (Condition 9), Surface Water Maintenance and Management Plan for Phases I & II (Condition 10), Phase II details of Concrete Pad, Drainage Details (Condition 11), and three new external storage bays (Conditions 2 and 11) pursuant to planning permission EDC/22/0110</p> <p>Unit 6, Rod End Estate, Northfleet Industrial Estate, Lower Road, Northfleet.</p>
<p>OBSERVATIONS:</p>	<p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p>
<p>DA/23/01427/FUL</p>	<p>Demolition of rear extension and erection of a single storey rear extension.</p> <p>26 Leonard Avenue, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application. The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p>

340/23-24. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/23/00969/REM	Reserved matters relating to landscaping scheme pursuant to condition 1, submission of details relating to the green roof and walls pursuant to condition 19 and details relating to landscape management and maintenance pursuant to condition 25 of outline planning permission DA/20/00816/OUT for erection of a 3-storey building to provide 5 No. 2 bedroom apartments with associated car parking and cycle storage provision. SWCS Car Sales, Craylands Lane, Swanscombe.
DA/23/01201/TPO <i>(This Granted Notice had been received just before the meeting and was read out to the Committee)</i>	Application for G1 – group of trees, cut back to previous pruning points subject to Tree Preservation Order No.11 1990. Adjacent 15 Bere Close, Greenhithe.

There being no further business to transact, the Meeting closed at 7.30 pm.

Signed: _____
(Chairman)

Date: _____

MINUTES of the MEETING of the COMMUNITY SAFETY COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 6 DECEMBER 2023 at 7.00 PM

PRESENT: Councillor Peter Harris - Chairman
Councillor Peter Harman - Vice-Chairman
Councillor Ann Duke
Councillor Lesley Howes
Councillor Elizabeth Wickham

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO
PC Ben Bayley-Cook – Kent Police
Billy Unsworth – Kent County Council Community Warden
Paul Parsons – Swanscombe & Greenhithe representative on the Dartford Borough Council Tenants & Leaseholders Forum
x1 Member of the public.

ABSENT: Councillor Anita Barham
Councillor Dawn Johnston

295/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Vice-Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

296/23-24. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Lorna Cross, due to other commitments.

Recommended: That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

297/23-24. SUBSTITUTES.

There were none.

298/23-24. 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.

299/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

300/23-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 4 OCTOBER 2023

Recommended: That the Minutes of the Meeting held on 4 October 2023 be confirmed and signed as a true record.

301/23-24. KENT POLICE REPORT.

The Chairman introduced and welcomed PC Bayley-Cook to the meeting.

PC Bayley-Cook outlined the current crime statistics and cases of note within the Town over the last few months.

Recommended: That the report be noted, and PC Bayley-Cook be thanked for his attendance.

302/23-24. KENT COUNTY COUNCIL (KCC) COMMUNITY WARDENS REPORT.

KCC Warden Unsworth gave an update on matters he had been involved with in the area, including complaints regarding unruly dogs, Operation Wolverine (Halloween), concerns for a female driver, homeless male outside of Asda Greenhithe and the food hubs in Swanscombe and in Greenhithe.

Recommended: That the report be noted and KCC Warden Unsworth be thanked for his attendance.

303/23-24. COMMUNITY SAFETY LIAISON.

Ebbsfleet Development Corporation (EDC) – The Chairman advised that he was still chasing issues raised with the construction exit onto Mounts Road.

Neighbourhood Watch – The Chairman advised that a meeting had been held recently.

Community Speed Watch – The Chairman confirmed that, due to the seasonal limit of daylight the scheme had held its last session of the year.

The Lorry Watch Lead Member, Councillor Elizabeth Wickham, advised the meeting that x2 sessions had been held and the next scheduled session was going to be from 3pm to 4pm on Monday 11 December 2023 at Stanhope Road / Swanscombe Street.

Recommended: That those who provided reports be thanked and the information be noted.

304/23-24. **DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.**

Members were provided with, and discussed, the up-to-date detailed analysis of crime figures for Swanscombe and Greenhithe.

Recommended: That the information be noted.

There were no confidential items to be discussed.

- * After the meeting had finished the Chairman and Committee members presented KCC Warden Billy Unsworth with tokens of appreciation for all that he had done for the community over the last 10 years and wished him a long and happy retirement.

There being no further business to transact, the Meeting closed at 7.40 pm.

Signed _____
Chairman Date

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