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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

**Wednesday 11 December 2019 at
7.00pm**

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

**Graham Blew
Town Clerk**

Dated: 5 December 2019

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.

A G E N D A

A MEETING OF THE SWANSCOMBE & GREENHITHE TOWN COUNCIL

1. To receive apologies for absence.
2. Declarations of interest in items on the Agenda.

At the Chairman's discretion the meeting will be adjourned at this point to accept questions from the public.

3. To approve the Minutes of the Meeting held on 9 October 2019 and the Special Meeting held on 9 October 2019 (p).
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):**
 - Planning, Major Developments, Transportation & the Environment Committee – 16 October 2019, 6 November 2019 and 27 November 2019.
 - Recreation, Leisure & Amenities Committee – 21 November 2019.
 - Finance & General Purposes Committee – 31 October 2019.
 - Community Safety Committee – 2 October 2019.
 - Heritage Sub-Committee – 5 November 2019.

6. **AMENDMENT TO STANDING ORDER 25 (a) – ADVISORY COMMITTEES – WORKING GROUPS (p).**

Further to minute 266/19-20 members are asked to consider the proposed amendment to Standing Order 25(a).

Recommended: To agree to the proposed amendment to Standing Order 25 (a).

7. **YOUTH AND COMMUNITY ENGAGEMENT OFFICER (YCEO) – DIOCESE OF ROCHESTER (p).**

The attached letter, from the Archdeacon of Rochester, has been received in response to minute 271/19-20 regarding the new arrangement for line management of the YCO post.

Recommended: To discuss and advise accordingly.

8. FINANCIAL RISK ASSESSMENTS (FRA) & LONG TERM MAINTENANCE REQUIREMENTS (LTM) FOR 2020 - 2021 (p)

Further to the Finance and General Purposes Committee (FGP) on 31 October 2019 (minute 304/19-20), members are asked to approve the draft FRA's and LTM's 2020 - 2021 and include them in the draft Estimates 2020 – 2021.

Recommended: To approve the draft FRA's and LTM's 2020 – 2021 and include them in the draft Estimates 2020 – 2021.

9. DRAFT ANNUAL ESTIMATES – 2020 - 2021 (p).

Please find attached the Draft Annual Estimates 2020 - 2021 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 Finance and General Purposes Committee (FGP) on 9 January 2020 to be agreed; the agreed figures then being submitted to the Special Town Council meeting held directly after the FGP meeting on 9 January 2020 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 to the Finance & General Purposes Committee, and full Council, on 9 January 2020 for endorsement.

10. COMMUNITY INFRASTRUCTURE LEVY (CiL), DARTFORD BOROUGH COUNCIL (DBC) (p).

Further to minutes 352/18-19 and 152/19-20 DBC has written advising that a proportion of the CiL receipts received from development within the Town Council area, for the period 31 March 2019 to 1 October 2019, have been received and apportioned accordingly.

The Head of Regeneration (DBC) has also provided information regarding the possible opportunities for use of CiL monies to fund shared priorities with the charging authority (DBC).

Recommended: That the item be noted.

11. COMMUNITY EVENT WORKING GROUP (p).

Further to minute 339/19-20 Members are asked to fill the vacancy on the Community Event Working Group.

Recommended: That the vacancy on the Community Event Working Group be filled.

12. GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2020 FOR THE SWANSCOMBE CENTRE (p).

In accordance with the Management Agreement (Section 27.2.2), the Managing Director, GCLL, has advised of the proposed Scale of Charges for 2020 and has included the current charges for information.

This item was deferred from the Recreation, Leisure & Amenities Committee meeting on 21 November 2019 (minute 337/19-20) subject to comparison information being supplied for Fairfield Leisure Centre and any information available on local schemes that GCLL offer at their other sites.

Once proposed charges are agreed they will be advertised within the centre to enable any user/customer feedback.

Recommended: To agree the proposed scale of charges for 2020, submitted by GCLL, for The Swanscombe Centre.

13. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Councillor Lesley Howes	South East Tree Warden Forum 2019	2 November 2019 – Maidstone
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Recommended: That the item be noted.

14. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – KALC NEWS (p).

Please find attached for your information the October 2019 issue of the KALC News.

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 Borough and Parish Forum (BPF)

The Town Mayor and Town Clerk are the Town Council representatives on the BPF. As previously agreed the agenda for the 8 October 2019 meeting is available in the Chamber for inspection.

15.2 Castle Hill/Eastern Quarry Community Liaison Group (CHEQCLG)

Councillor Peter Harman is the Town Councils representative on the CHEQCLG. As previously agreed the minutes from the 26 November 2019 meeting are available in the Chamber for inspection.

15.3 North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Council's representative on the NWKVC and she has requested that this item be on future agendas to enable her to give a verbal update.

15.4 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. REPORT FROM KENT COUNTY COUNCILLOR.

This item gives 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 5 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. QUESTIONS.

Please note that questions do not form part of the Meeting. They are merely the opportunity for Members to exchange information.

INFORMATION IN THE OFFICE.

- Local Councils Update – Issue 234, November 2019, Issue 235, December 2019.
- The Clerk – Society of Local Council Clerks (SLCC) – Vol.50 No.6, November 2019.
- Clerks & Councils Direct – November 2019, Issue 126.
- LCR – the official magazine of the National Association of Local Councils – autumn 2019.

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



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

