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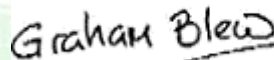
# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## SUMMONS & AGENDA

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

**Thursday 20 February 2020 at 7.00pm**

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



**Graham Blew  
Town Clerk**

Dated: 13 February 2020

**Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 18 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.

## 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 11 December 2019 and the Special Meeting on 9 January 2020 (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 – 18 December 2019, 15 January 2020 and 5 February 2020.
  - Recreation, Leisure & Amenities Committee – 30 January 2020.
  - Finance & General Purposes Committee – 9 January 2020.
  - Community Safety Committee – 4 December 2019.
  - Leases & Legal Sub-Committee – 10 February 2020.

#### **6. COMMUNITY EVENT WORKING GROUP – VE DAY 75 ANNIVERSARY EVENT.**

The Working Group has been meeting since it was formed in September 2019 and have recommended that members agree to a community event being held on Sunday 10 May 2020 in Swanscombe Park from 12 noon to 4.00pm. This date is part of the weekend celebrations for the 75 Anniversary of VE Day and it was felt by all of the working group that Swanscombe Park was the most appropriate venue for this event.

Members are being asked to agree to the event being scheduled as detailed above.

Nb. The Working Group are due to meet again on 19 February 2020.

**Recommended:** That the event be agreed.

## 7. PERIODIC YOUTH SERVICE (p).

Members previously agreed to commission a periodic youth service for 2019 – 2020, minute 354/18-19, members are asked to consider the attached programme proposal from the current provider, to continue delivery of the Youth Service for the 2020 – 2021 financial year.

The provider has regularly attended the Community Safety Committee meetings throughout the year to give updates and the latest quarterly report is attached for members' information.

The proposal provided is within the budget agreed and allocated by the Town Council for Youth Service provision.

**Recommended:** To discuss and advise accordingly.

## 8. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Cllr Sue Butterfill	Health & Well Being Conference – Kent Association of Local Councils	6 February 2020 – Swanley
Cllr Lorna Cross	Health & Well Being Conference – Kent Association of Local Councils	6 February 2020 – Swanley
Cllr Linda Hall	Introducing Allotment Law & Management	9 January 2020 - Lenham
Town Clerk	Website Accessibility Regulations Workshop – Kent Association of Local Councils	24 January 2020 - Ditton

**Recommended:** That the item be noted.

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

Please find attached for your information the January 2020 issue of the KALC News.

**Recommended:** That the item be noted

**10. CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.**

At its meeting on 13 January 2020 the DBC General Assembly of Council agreed that they would continue to operate the Capacity Building Fund and make a contribution of £40,000 into the fund in 2020/21 (there are x8 parish councils).

Further to minutes 441/19-20 (*RLA 30 January 2020*), members are asked to consider suitable/appropriate projects for this year's scheme.

**Recommended:** To note.

**11. DRAFT BUDGET STATEMENT 2020 – 2021.**

Officers are in the process of drafting a Budget Statement for 2020 – 2021, which will be provided at the meeting, for members to consider. Members are asked to agree to the Budget Statement being distributed in the same manner as last year.

**Recommended:** To agree to the Budget Statement being distributed in the same manner as last year.

**12. REPORTS OF OUTSIDE REPRESENTATIVES.**

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

**12.1 Castle Hill/Eastern Quarry Community Liaison Group (CHEQCLG)**

Councillor Peter Harman is the Town Councils representative on the CHEQCLG. As previously agreed the agenda and minutes from the 21 January 2020 meeting are available in the Chamber for inspection.

**12.2 Borough and Parish Forum (BPF) (DBC).**

The Town Mayor and Town Clerk are the Town Councils representatives on the BPF. As previously agreed the agenda for the 14 January 2020 meeting is available in the Chamber for inspection.

**12.3 Elders Forum (EF) (DBC).**

Councillor Lesley Howes is the Town Councils representative on the EF. As previously agreed the agenda from the 7 February 2020 meeting is available in the Chamber for inspection.

**12.4 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.

**12.5 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.

**13. 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.

**14. REPORT FROM DARTFORD BOROUGH COUNCILLORS.**

This item gives the 6 Dartford Borough Councillors representing Swanscombe and Greenhithe the opportunity to submit a verbal report on any relevant news or developments at Dartford Borough Council.

**15. TOWN MAYOR'S ANNOUNCEMENTS.**

**16. QUESTIONS.**

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

**17. 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.

**18. INGRESS PARK COMMUNITY CENTRE (p).**

Please find attached the confidential report for this item.

**Recommended:** To discuss and advise accordingly.

**19. REQUEST FROM CYGNETS PRE-SCHOOL (p).**

Please find attached the confidential report for this item.

**Recommended:** To discuss and advise accordingly.



## 20. SEALING OF DOCUMENTS.

The following document has been received from the Solicitor's acting on behalf of Crest Nicholson and require signing and sealing:

- Transfer of Part of Registered Title – Ingress Park Community Centre.

The following document has been received from the Solicitor's acting on behalf of Walk Tall and require signing and sealing:

- Lease relating to Heritage Community Centre, Craylands Lane, Swanscombe.

**Recommended:**

To sign and seal the above documents, in accordance with Standing Order 21, a) and b).

### INFORMATION IN THE OFFICE.

- Local Councils Update – Issue 236, January/February 2020.
- The Clerk – Society of Local Council Clerks (SLCC) – Vol.50 No.1, January 2020.
- Clerks & Councils Direct – January 2020, Issue 127.
- LCR – the official magazine of the National Association of Local Councils – winter 2020.



You can follow us on Social Media and via our website.

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

