

MINUTES of the MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 11 JULY 2019 at 7.00 PM

PRESENT: Councillor Lesley Howes – Deputy Town Mayor in the Chair
Councillor Anita Barham
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Lorna Cross
Councillor Ann Duke
Councillor Peter Harris
Councillor Jay Shah
Councillor Maurice Weet

ALSO PRESENT: x 5 Members of the public
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor Dr Jo Harman

138/19-20. **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.

139/19-20. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors' Linda Hall, John Hayes and Peter Harman.

140/19-20. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillor Emma Ben Moussa declared a prejudicial interest in agenda item 12, Request to use Broomfield Park, as she was one of the applicants.

Councillor Ann Duke declared a prejudicial interest in agenda item 23, Further request from Walk Tall, as Chief Executive Officer of Walk Tall.

The Chairman adjourned the meeting at this point to accept questions from the public.

In response to an enquiry from a member of the public the Responsible Financial Officer explained that efforts had been made to obtain further quotations for the works required to the Civic Regalia but that companies that had been contacted were either unable to provide quotations or were unable to undertake works within a timely period.

In response to an enquiry from a member of the public the Town Clerk advised that the Grove Car Working Group had begun the review of the Management Trial and that they had agreed to meet again following the summer recess to discuss information being collated by members of the Working Group.

Members then took the opportunity to seek clarity from Councillor Ben Moussa regarding the request to use Broomfield Park.

1418/19-20. MINUTES OF THE MEETING HELD ON 16 MAY 2019.

RESOLVED:

That the Minutes of the Meeting held on 16 May 2019 be confirmed and signed as a true record.

142/19-20. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

143/19-20. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 1 MAY 2019, 12 JUNE 2019 AND 3 JULY 2019.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 1 May 2019, 12 June 2019 and 3 July 2019 be confirmed and the recommendations made therein be adopted.

144/19-20. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 20 JUNE 2019.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 20 June 2019 be confirmed and the recommendations made therein be adopted.

145/19-20. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 13 JUNE 2019.

A proposal was put forward regarding the accuracy of minute 86/19-20, as the proposal was not seconded it duly fell and it was:

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 13 June 2019 be confirmed and the recommendations made therein be adopted.

146/19-20. MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 17 APRIL 2019.

RESOLVED:

That the minutes of the Community Safety Committee meeting held 17 April 2019 be confirmed and the recommendations made therein be adopted.

147/19-20. MINUTES OF THE HERITAGE SUB-COMMITTEE MEETING HELD ON 11 JUNE 2019.

RESOLVED:

That the minutes of the Heritage Sub - Committee meeting held 11 June 2019 be confirmed and the recommendations made therein be adopted.

148/19-20. MINUTES OF THE LEASES & LEGAL SUB-COMMITTEE MEETING HELD ON 11 JUNE 2019 AND 19 JUNE 2019.

RESOLVED:

That the minutes of the Leases & Legal Sub - Committee meeting held 11 June 2019 and 19 June 2019 be confirmed and the recommendations made therein be adopted.

149/19-20. ACCESSIBILITY AND INCLUSIVITY.

Members discussed the feedback received from the manager of Cygnets Pre-School regarding the need for a buggy shelter as part of general accessibility and inclusivity to the building.

After discussion it was agreed that this item would be re-considered once clarity was received on Cygnets position regarding a possible buggy shelter.

RESOLVED:

That this item be re-considered once clarity was received on Cygnets position regarding a possible buggy shelter.

150/19-20. REVIEW OF STANDING ORDERS.

Further to minute 18/19-20 (AGM 16 May 2019), and following an overview of the proposed changes, it was proposed, seconded and duly agreed;

RESOLVED:

That the amended Standing Orders be agreed and adopted.

151/19-20. SUGGESTIONS FOR 2020 - 2021 ESTIMATES.

Members were reminded that, if they had any recommendations for items to be considered for the 2020 - 21 Estimates, this would need to be sent to the ATC/RFO by no later than 31 August 2019. This would enable items to be forecast and included on the agenda for the Full Council meeting on 4 October 2019, for further consideration.

RESOLVED:

That the item be noted.

152/19-20. COMMUNITY INFRASTRUCTURE LEVY (CIL), DARTFORD BOROUGH COUNCIL (DBC) (p).

Members were advised that further to minute 3520/18-19 (full Council 13 December 2018) the Infrastructure Delivery Officer (DBC) had written advising that a proportion of the CIL receipts received from development within the Town Council area, for the period 1 October 2018 to 31 March 2019, had been received and apportioned accordingly.

Members discussed how the larger proportion of CIL monies (85%) could be spent within the Town. Officers confirmed that this would be a decision made by Dartford Borough Council and that the Borough Councillors for this area could take this forward and explore the possibilities with DBC

RESOLVED:

That the item be noted.

153/19-20. **HONORARY FREEMAN.**

Members considered the report, and in accordance with section 249 (5) and (6) of the Local Government Act 1972 it was unanimously agreed;

RESOLVED:

- 1 To confer the title of Honorary Freeman to Mr Bryan E Read for his eminent services to the council's area.
- 2 To spend a reasonable sum to present an address or a casket containing an address.
- 3 To hold a Special meeting of the Council immediately after the 9 October 2019 meeting to confer the title of Honorary Freeman.

154/19-20. **EVENT NOTIFICATION FORM.**

Members discussed both the draft Events Notification Form and the map indicating a designated area within Broomfield Park.

After discussion members decided that both items should be placed on the agenda for the next meeting of the Recreation, Leisure and Amenities Committee for amendment and to formalise a finalised document for endorsement by the Town Council.

RESOLVED:

- 1 That both the draft Events Notification Form and designated area map be placed on the agenda for the next meeting of the Recreation, Leisure & Amenities Committee for amendment and to formalise a finalised document.
- 2 That the finalised document be placed on the agenda for the next meeting of the Town Council for endorsement.

Having already declared a prejudicial interest Councillor Emma Ben - Moussa left the chamber and took no part in the discussion or decision of the following item.

155/19-20. **REQUEST TO USE BROOMFIELD PARK.**

Members discussed the merits of the application and agreed wholeheartedly that the principle of the event should be fully supported.

Members felt that on this occasion the request could not be approved due to the lack of information/clarity supplied and given the short timescales involved in organising such an event.

Members agreed that organising a Community Event for next summer in Broomfield Park should be undertaken by a Working Group and that this should be considered by the Recreation, Leisure and Amenities Committee.

RESOLVED:

That organising a Community Event for next summer in Broomfield Park should be undertaken by a Working Group and that this should be considered by the Recreation, Leisure and Amenities Committee.

156/19-20. **KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – KALC NEWS.**

Members were supplied with the June 2019 issue of the KALC News.

RESOLVED:

To be noted.

157/19-20. **DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.**

Members were requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk would consult with the Chairman and Town Mayor, if appropriate, before any business was transacted. If any emergencies do occur during this time the Executive & Emergency Committee would be convened.

Recommended:

That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period.

158/19-20. **STAFF / MEMBER TRAINING – UPDATE.**

The following training had been scheduled / undertaken:-

Councillors' Lorna Cross, Lesley Howes, Maurice Weet	Dynamic Councillor 2019	2 July 2019 – Stone
Councillors' Anita Barham, Emma Ben-Moussa, Sue Butterfill, Ann Duke	Data Protection (GDPR)	17 June 2019 – DBC
Councillor Peter Harman	Planning	4 June 2019 - DBC
Councillors' Ann Duke, Lesley Howes	Planning	24 June 2019 - DBC
Town Clerk	Data Protection (GDPR)	17 June 2019 - DBC
Town Clerk	Planning	24 June 2019 - DBC

Members were reminded to inform the Town Clerk of any training they had undertaken.

RESOLVED:

To be noted.

159/19-20. **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.

Dartford District Advisory Board (Dartford Children's Centre (DDAB)).

Councillor Peter Harris is the Councils representatives on the DDAB. As previously agreed the minutes from the 25 April 2019 meeting were available in the Chamber for inspection.

Castle Hill/Eastern Quarry Community Liaison Group (CHEQCLG)

Councillor Peter Harman is the Town Councils representative on the CHEQCLG. As previously agreed the agenda for the 18 June 2019 meeting, including the minutes from the 30 April 2019 meeting were available in the Chamber for inspection.

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 2 July 2019 meeting was available in the Chamber for inspection.

Diocese of Rochester – Community Youth Engagement Officer Steering Group (CYEOSG).

Councillor Sue Butterfill is the Town Councils representative on the CYEOSG. A meeting had been scheduled by Reverend Bonnie Appleton for 3 June 2019.

North West Kent Volunteer Centre (NWKVC).

Councillor Sue Butterfill is the Town Councils representative on the NWKVC and she provided a verbal update which included:

The new manager had been actively engaging more volunteers with an emphasis on people to undertake gardening as this was an area previously identified as needing additional volunteers.

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 gave an update which included:

Clarification that IPGM was only responsible for only looking after the public open spaces within the development. This did not include the areas maintained as part of the David Wilson homes.

The new manager was still in place but had been struggling due to a lack of support from his Head Office.

Approval was pending for approximately £50,000 worth of work to be undertaken to the flint work in The Follies to improve its safety.

Two temporary gardeners were being recruited to cover the summer and autumn period.

160/19-20. REPORT FROM KENT COUNTY COUNCILLOR.

Unfortunately Kent County Councillor Mr P M Harman was unable to attend the meeting so no report was available.

RESOLVED:

That the item be noted.

161/19-20. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors present updated members on relevant news or developments at Dartford Borough Council which included:

A new Strategic Housing Board had been set up to look at future housing needs and was chaired by Dartford Borough Councillor David Mote.

The Policy Overview Committee had recently met and discussed Universal Credit and the issues of communication.

The Core Strategy set up in 2011 was currently under review.

The issue of climate change was being discussed by the Shadow Leader.

The problems that had occurred following the transfer of the refuse collection contract were due to be discussed at a meeting on Monday 15 July 2019.

Dartford Borough Council officers had been contacted on behalf of residents with issues of litter, new and replacement refuse bins, fly tipping, housing and anti-social behaviour.

RESOLVED:

That the item be noted.

162/19-20. SEALING OF DOCUMENTS.

There were none.

163/19-20. TOWN MAYOR'S ANNOUNCEMENTS.

Unfortunately the Town Mayor was unable to attend the meeting.

164/19-20. QUESTIONS.

Members were informed that questions did not form part of the Meeting; they were merely the opportunity for Members to exchange information.

165/19-20. EXCLUSION OF PRESS AND PUBLIC

MOVED BY Councillor Sue Butterfill and seconded by Councillor Jay Shah.

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.

Having already declared a prejudicial interest Councillor Ann Duke left the Council Chamber and took no part in the debate or decision of the following item.

166/19-20. **FURTHER REQUEST FROM WALK TALL (p).**

On consideration of the documents provided members agreed;

RESOLVED:

- 1 That the finalised Heads of Terms be agreed.
- 2 That the Town Council enter into a Lease with Walk Tall using the Heads of Terms as a starting point.
- 3 That authority be delegated to the Town Clerk, in consultation with the Town Mayor and the Chairman of Leases & Legal Sub-Committee, to resolve any minor queries that may arise regarding the content of the Lease.

There being no further business to transact the Meeting closed at 8.50 pm.

Signed: _____

(Chairman)

Date:- _____