

MINUTES of the EXECUTIVE & EMERGENCY COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 29 JULY 2015 at 11.00AM.

PRESENT: Councillor B E Read (Vice - Chairman)
Councillor Mrs A E D Barham (substituting for Councillor R J Lees)
Councillor Ms L M Cross
Councillor Mrs I A Read

ALSO PRESENT: Graham Blew – Town Clerk
Sara Stapleton – Responsible Financial Officer (RFO)

ABSENT: Councillor Mrs S P Butterfill
Councillor Dr J M Harman
Councillor K M Kelly

162/15-16. **TO ELECT A VICE - CHAIRMAN FOR THE FORTHCOMING YEAR (2015 – 2016)**

Recommended:

That Councillor B E Read be elected as Vice - Chairman for the forthcoming year (2015 – 2016).

163/15-16. **APOLOGIES FOR ABSENCE**

Apologies of absence were received and accepted from Councillors' P M Harman (other commitments), K G Basson (work commitments) and R J Lees (holiday).

Recommended: That the apologies for absence and reasons, as listed, be formally accepted.

164/15-16. **SUBSTITUTES**

Councillor Mrs A E D Barham substituted for Councillor R J Lees.

165/15-16. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

There were none.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

166/15-16. **TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN AND THEIR POSITION ON THE AGENDA**

There were none.

167/15-16. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2013.**

Recommended: That the Minutes of the Meeting held on 7 November 2013 were approved and signed as a true record.

168/15-16. **CREATION OF ASSISTANT TOWN CLERK / RESPONSIBLE FINANCIAL OFFICER ROLE.**

At its meeting on 15 July 2015 the Personnel Committee had considered a letter of resignation from the current RFO and after considering the staffing requirements had agreed that a full time position was required to serve the financial administration of the council and also to assist the Town Clerk.

As this would involve financial implications both for the current and future financial years and, due to the urgent nature of the matter, the Personnel Committee had requested that the Executive and Emergency Committee approve the financial implications.

Members were provided with the financial figures relating to taking on the new role from 1 November 2015 to 31 March 2016 as well as the approximate figure for the increase required to the Administration Wages Budget for 2016 – 2017.

The Committee acknowledged the role would be allocated as Spinal Point 36 on the Town Councils pay scale, as per the report. The RFO detailed the figures contained in the report and confirmed the budgetary implications the new post would have both for this year, 2015 – 2016, and going forward. Members were informed that the figures took into account the fact that the new role would be subject to auto enrolment to a private pension scheme as of 1 August 2016.

Members were given the opportunity to ask any further questions or seek clarification regarding the content of the report.

Recommended: That the budgetary implications of the new Assistant Town Clerk / Responsible Financial Officer (full-time) post as detailed be approved.

169/15-16. **EXCLUSION OF PRESS AND PUBLIC**

MOVED BY Councillor B E Read and seconded by Councillor Ms L M Cross;

RESOLVED:

That, under Section 100A(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information.

No members of the press or public were present during discussion of the following items of business.

170/15-16. **DISMISSAL.**

Members considered the confidential information which detailed the events and reasons behind the decision. As no written notification of an appeal had been received within five working days of receiving the dismissal letter the issue had been closed and members were asked to endorse the actions taken by the Town Clerk in dealing with the matter.

The Town Clerk detailed the events and actions taken and members were given the opportunity to ask any questions or seek further clarification regarding the content of the report.

Recommended: That the actions taken by the Town Clerk in dealing with the matter be endorsed.

There being no further business, the Meeting closed at 11.15 am.

Chairman: _____

Date: _____

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Graham Blew

From: Bonnie Appleton <appletonbonnie@gmail.com>
Sent: 31 August 2016 15:38
To: Graham Blew
Cc: 'Bryan Read'; 'Lorna Hughes'; Matthew Girt; Ian Sesnan; alanmatthews0@btinternet.com
Subject: Proposal for a youth community worker from Diocese of Rochester

Dear Graham

Further to the meeting Lorna Hughes and I had with Bryan Read and with yourself last week, I now have pleasure in attaching the diocese's proposal for a youth community worker. I do hope this document will be helpful to the council when making their decisions. The diocese really appreciates that the council are making time to consider this proposal. We do hope that we will be able to partner with the council in this important matter.

If you would like me to be present at the meeting to answer any questions then I will gladly be there if you let me know the time, date and place otherwise I look forward to hearing from you in due course. In the meantime please don't hesitate to contact me if you need any clarification.

Yours sincerely

Bonnie

Rev Bonnie Appleton MA
Mission Co-ordinator Ebbsfleet for
The Diocese of Rochester

Total Control Panel

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Proposal for a youth community worker (or detached community worker) for Swanscombe by the Diocese of Rochester to Swanscombe and Greenhithe Town Council.

Dated: 31st August 2016

Proposal: The Diocese of Rochester propose a partnership approach to the problems and opportunities faced by Swanscombe at this time of great change. With an emphasis on teenagers and families we are proposing to have a worker in Swanscombe governed by a set of objectives enshrined in an investor/stakeholder charter agreed by a group consisting of someone from each of the following: Swanscombe and Greenhithe Town Council, the Ebbsfleet Development Corporation and the Diocese of Rochester. Funding is sought from public and private sector partners as described below.

The Diocese felt it was important to first approach those who are in touch with local people. Hence the first approach is to the Swanscombe and Greenhithe Town Council. This paper sets out in summary what the project could look like for the Town Council to comment on and, if content, to:

- a) Consider making a grant in order to attract match funding.
- b) Give the diocese a letter of support that can be shown to potential funders as they are approached.

The challenges and opportunities being addressed: Anti-Social behaviour in Swanscombe is a current major concern; much of it is teenagers in the vicinity of the Church of St Peter and St Paul as seen in the minutes of the Anti-social Behaviour and Crime Sub Committee of 20th April 2016.

There have also been alleged incidents of vandalism in the new development at Castle Hill and conflict between established and new residents about the use of the new park at Castle Hill.

Swanscombe remains an area of high poverty and major relative deprivation and this is likely to be a source of further tension as new developments with attractive new facilities and relatively expensive homes continue to be unaffordable to local people. Ebbsfleet (and London Paramount) will bring many thousands of job opportunities and it is vital that young people and their families become ambitious for and connected into these opportunities.

By putting a dedicated worker into Swanscombe a programme of work will be developed in consultation with young people: While the detail of a plan remains to be finalised it is likely that work on three themes will be developed:

- 1) Work with young people on the streets and in the parish centre based around developing projects and activities jointly with residents from the new housing in Ebbsfleet. This will be led by young people themselves and could be as simple as joint events in the park, trips to sporting activities and local places of interest.
- 2) Visits, learning, participation, and activities to learn more about the place they live in, such as art based on the Garden City and ideas for its development, the roles of all the workers, the challenges of planning and constructing the new developments etc. This will include site visits, tours, talks etc.

- 3) Pride in Swanscombe – activities that discover and use the existing facilities, highlighting what is available in and around the area and ensuring affordable access for young people.

Outcomes sought:

- Reduced antisocial behaviour across Swanscombe.
- More young people engaged in volunteering or other types of civic participation.
- Young people and families from both established and new communities harmoniously undertaking projects and activities together.

The Diocese of Rochester has responsibility for the cure of souls from south east London, eastwards to the middle of Kent and south to parts of East Sussex. The new housing area of Ebbsfleet is a significant challenge for the diocese and the Bishop's Council has set up Ebbsfleet Project Board, chaired by the Archdeacon of Rochester, to steer and oversee that holistic care and worship is established in the area. The diocese recognises the tensions between the established communities and those who are moving into the new housing and seeks to support both communities as they grow to know and understand each other. This is why they are offering this support at this time.

Summary: After consultation with several groups the Diocesan Ebbsfleet Project Board has prioritised a youth community worker (primarily working amongst disenfranchised youth but not exclusively) as a way of early engagement by the Church in Ebbsfleet and helping to integrate these established members of the community with those moving into the new nearby. The Ebbsfleet Development Corporation has also expressed their keenness that the Church should proceed with this work particularly crossing the boundary between the established communities in Swanscombe and the new communities in the Garden City e.g. Castle Hill. It was discerned that a youth community worker is needed for the Swanscombe area and that the Church has an expertise in this area.

Specific expectations: Depending upon the person appointed and their knowledge of the local area, there could be a few weeks of getting to know the area and/or the groups that are running plus any specific training that is needed. Then there would be a mixture of working alongside established groups in Swanscombe and possibly setting up some new groups as well as doing a significant amount of detached work with those who 'hang around'. At the same time there would be some visiting and support of people on the Castle Hill and the surrounding new housing to see what their 'needs' are. Once trust is established on both sides new initiatives will be developed to bring the communities together.

It is expected that this will be a 3 year post.

The annual cost of the worker, recruitment, on costs and office is £45K. If the salary of the worker proved to be less than expected any excess would be put into project delivery.

Activity base: The Parish Centre of St Peter and St Paul is available to be used but there will also be detached work and activities in different venues around Swanscombe and in Castle Hill area.

Putting together the funding.

To attract external funding we need to start with some local funding on the table as match funding.

We hope to continue this work in future years so small contributions are sought from a number of partners to share the burden, each has to see that the others are contributing. This will help to make it sustainable and also allow for partners to support other initiatives too.

We believe that we may be able to convince a Charitable Trust to put possibly £15K a year for 2 years, 3 if we can persuade them. We will speak to them week beginning September 5th so we need an indication of locally generated funding which they can match.

The Diocesan investment is represented by Rev Bonnie Appleton's time, personnel, finance and Project Managing support and fundraising support from the Ebbsfleet Project Consultant to the value of £3K.

The Parish of St Peter and St Paul is committed to supporting the post including providing the use of the Parish Centre to the value of £2K.

Financial contributions are needed from:

Funder	Contribution needed pa
S>C:	£5K
Land Securities	£5K
Camland	£5K
EDC	£10K
Charitable Trust	£15K
DoR	£3K
Parish	£2K
Total	£45K



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