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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 18 February 2016 at 7.00pm

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

A handwritten signature in black ink that reads "Graham Blew". The signature is written in a cursive style and is underlined with a long, sweeping stroke.

**Graham Blew
Town Clerk**

Dated: 11 February 2016

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.

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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 17 December 2015 and the Special Meeting held on 14 January 2016 (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 – 20 January 2016.
 - Recreation, Leisure & Amenities Committee – 4 February 2016.
 - Finance & General Purposes Committee – 14 January 2016.
 - Personnel Committee – 21 January 2016.
 - Heritage Park/Skull Site Sub-Committee – 15 December 2015.
 - Anti-Social Behaviour & Crime Sub-Committee – 27 January 2016.
6. **KENT COUNTY COUNCIL (KCC) – CONSULTATION ON PERMANENTLY EXPANDING THE CRAYLANDS SCHOOL (p).**

KCC have issued a consultation on permanently expanding The Craylands School, Craylands Lane, Swanscombe, DA10 0LP from a one form entry primary school (intake of 20 children into the Reception Year) to a two form entry primary school (intake of 60 children into the Reception Year) from September 2016.

The public consultation runs from 18 January to 22 February 2016.

Recommended: To discuss and advise accordingly.

7. **ELECTORAL REVIEW OF KENT: FINAL RECOMMENDATIONS (p).**

Further to minutes 448/14-15 and 30/15-16 the Local Government Boundary Commission for England has completed its review of KCC (results attached).

Recommended: To note.

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

Please find attached for your information the December 2015 issue of the Parish News.

Recommended: To note.

9. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Cllr Ms L C Howes	Chairmanship Conference (KALC)	26 February 2016
Cllr R J Lees	Chairmanship Conference (KALC)	26 February 2016
Cllr Ms L M Cross	Chairmanship Conference (KALC)	26 February 2016
ATC/RFO (MH)	2016 Regional Roadshow (SLCC)	3 February 2016
Groundsman/Gardener (SH)	First Aid at Work	14 January 2016

Recommended: To note.

10. INSURANCE CLAIM/S – UPDATE.

The following claim/s have now been settled:-

- Claim Ref: 27150130597Z – unpaid hall hire invoice/s – this claim did not incur an excess.
- Claim Ref: 272006003309Z – damaged back pack blower - this claim incurred a £100.00 excess.

Recommended: To note

11. DRAFT BUDGET STATEMENT 2016 – 2017 (p).

At the Special full Council meeting on 14 January 2016 the council agreed, after 2 consecutive years of freezing its part of residents' council tax, to reduce it by 7.74% for 2016 – 2017. Members then considered the attached Draft Budget Statement 2016 – 2017 and requested that it should be included on the agenda for the 18 February 2016 meeting (minute 430/15-16.)

Recommended: That the Draft Budget Statement 2016 – 2017 be finalised and approved for publication.

12. VARIATION OF STANDING ORDERS 38 c) AND f) ALONG WITH FINANCIAL REGULATIONS 1.6, 6.4, 11.1 c) AND i) (p).

Standing Order 38 c) and f) along with Financial Regulations 1.6, 6.4, 11.1 c) and i) need to be amended, as indicated, to reflect the changes supplied by NALC and also the Public Contracts Regulations 2015 in relation to contracts over £25,000 in value and the new EU Public Contracts Directive thresholds. Members are therefore asked to agree to these changes standing adjourned, without discussion to the 28 April 2016 full Council meeting.

Recommended: That the amendments to Standing Order 38 c) and f) along with Financial Regulations 1.6, 6.4, 11.1 c) and i), as indicated, stand adjourned without discussion to the next ordinary meeting of the Council.

13. REPORTS OF OUTSIDE REPRESENTATIVES.

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

13.1 Bluewater Forum (BF).

The Town Mayor, or agreed substitute, is the Town Council's representative on BF. As previously agreed the paperwork for the 28 January 2016 meeting are available in the Chamber for inspection.

13.2 Kent Association of Local Councils Dartford Area Committee (KALCDAC).

Councillor R J Lees and the Town Clerk are the Town Council's representatives on KALCDAC. As previously agreed the agenda for the 12 January 2016 meeting are available in the Chamber for inspection.

13.3 Ingress Park (Greenhithe) Management Limited (IPGM).

Councillor P M Harman and Mr P C 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.

14. 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.

15. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

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

16. SEALING OF DOCUMENTS.

There are none.

17. TOWN MAYOR'S ANNOUNCEMENTS.

18. 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.

- Clerks and Councils Direct – January 2016, Issue 103.
- Local Councils Update – Issue 192, January/February 2016.
- The Clerk Magazine, Society of Local Council Clerks, No.1, January 2016.

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