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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 7 July 2016 at 7.00pm

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

Graham Blew

**Graham Blew
Town Clerk**

Dated: 30 June 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 19 May 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 – 4 May and 15 June 2016.
 - Recreation, Leisure & Amenities Committee – 23 June 2016.
 - Finance & General Purposes Committee – 16 June 2016.
 - Anti-Social Behaviour & Crime Sub-Committee – 20 April 2016.
 - Heritage Park / Skull Site Sub-Committee – 14 June 2016.
6. **NOTICE OF CASUAL VACANCY IN THE OFFICE OF TOWN COUNCILLOR FOR THE KNOCKHALL WARD (p).**

Following the resignation of a Town Councillor on 8 June 2016 a public Notice of Casual Vacancy was displayed. This notice of vacancy was advertised between 9 June 2016 and 29 June 2016, providing electors from the Knockhall Ward with 14 days to write to request a by-election be held to fill the vacancy. Dartford Borough Council (DBC) Electoral Services Department confirmed on 30 June 2016 that no such requests were forthcoming within the 14 day period, entitling the Town Council to now fill the vacancy by co-option.

Members are requested to agree that an Expressions of Interest notice be displayed, seeking submissions by 5pm on 4 October 2016, and that those received be considered at the 13 October 2016 meeting with a view to co-opting at the meeting.

Recommended: To agree that an Expressions of Interest notice be displayed, seeking submissions by 5pm on 4 October 2016, and that those received be considered at the 13 October 2016 meeting with a view to co-opting at the meeting.

7. VACANCY ON RECREATION, LEISURE & AMENITIES COMMITTEE.

Due to resignation of a Town Councillor on the 8 June 2016 there is currently a vacancy on the Recreation, Leisure & Amenities Committee. Members are asked to consider whether they wish to appoint someone to fill the vacancy (the next scheduled meeting of the Recreation, Leisure & Amenities Committee is 21 September 2016).

Recommended: To discuss and advise accordingly.

8. CONSULTATION ON DARTFORD'S STATEMENT OF SEXUAL ENTERTAINMENT VENUE POLICY FOR THE PERIOD 1 OCTOBER 2016 TO 30 SEPTEMBER 2021 (DARTFORD BOROUGH COUNCIL (DBC)) (p).

The Licensing Manger, DBC, has written inviting comments on the above. Details/documents can be viewed via <http://www.dartford.gov.uk/by-category/business2/licences-and-street-trading/current-consultations>

The deadline for responses is 5 August 2016.

Recommended: To discuss and advise accordingly.

9. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken:-

Cllr Ms L M Cross	Councillors@ Conference 2016 (KALC)	7 July 2016
Cllr Ms L C Howes	Councillors' Conference 2016 (KALC)	7 July 2016
Cllr R J Lees	Councillors' Conference 2016 (KALC)	7 July 2016

Recommended: To note.

10. PAVILION UPDATE (p).

Further to minute 79/16-17, and in accordance with Financial Regulation 4.5, the additional expenditure for the replacement roof works, as detailed on the attached summary, has been authorised and the works scheduled to be undertaken.

All actions were immediately reported/discussed with the Town Mayor/Chairman of Finance and General Purposes Committee and Vice-Chairman of Finance and General Purposes Committee and reported in to the Recreation, Leisure & Amenities Committee 23 June 2016.

Recommended: To note.

11. SUGGESTIONS FOR 2017 - 2018 ESTIMATES (p).

In previous financial years members were asked for any considerations in relation to estimate setting from November onwards. In order to start this process at a more prudent time members received a memo, dated 26 May 2016 and attached indicating that the ATC/RFO would be requesting suggestions from members regarding recommendations / considerations for the 2017 – 18 Estimates.

The FRA Working Group met on 22 June 2016 to consider expenditure in relation to current items that have matured in 2016 - 17. This has brought to light the importance of looking ahead to potential expenditure for 2017 - 18.

If members have any recommendations for items to be considered for the 2017 - 18 Estimates, can they be sent to the ATC/RFO by no later than 31 August 2016. This will enable items to be forecast and included on the agenda for the Full Council meeting on 13 October 2016, for further consideration.

Recommended: To note

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 Bluewater Forum (BF)

The Town Mayor or agreed substitute is the Town Council representatives on BF. As previously agreed the minutes from the 17 March 2016 and 26 May 2016 meetings are available in the Chamber for inspection.

12.2 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.

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 the opportunity to submit a verbal report on any relevant news or developments at Dartford Borough Council.

15. SEALING OF DOCUMENTS.

There are none.

16. TOWN MAYOR'S ANNOUNCEMENTS.

17. QUESTIONS.

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

18. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.

Members are 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 will consult with the Chairman and Town Mayor, if appropriate, before any business is 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

INFORMATION IN THE OFFICE.

- Clerks and Councils Direct – May 2016, Issue 105.
- Local Councils Update – Issue 195, May 2016 and Issue 196, June 2016.
- The Clerk Magazine, Society of Local Council Clerks, No.3, May 2016.
- LCR, Magazine of the National Association of Local Councils – Summer 2016.

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