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SWANSCOMBE & GREENHITHE TOWN COUNCIL

SUMMONS & AGENDA

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

Thursday 9 July 2015 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: 2 July 2015

The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA
Tel: (01322) 385513 Fax: (01322) 385849

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 21 May 2015 (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 – 6 May and 10 June 2015.
- Recreation, Leisure & Amenities Committee – 25 June 2015.
- Finance & General Purposes Committee – 11 June 2015.
- Allotments & Cemeteries Sub-Committee – 18 June 2015.
- Anti-Social Behaviour & Crime Sub-Committee – 24 June 2015.

6. UPDATE FROM THE EBBSFLEET DEVELOPMENT CORPORATION (EDC).

The Chief Executive, Mr Robin Cooper and the Stakeholder and Community Engagement Lead, Ms Lorna Hughes have kindly agreed to attend the meeting to supply an information and progress update.

Recommended: That the item be noted.

7. KENT COUNTY COUNCIL (KCC) – CONSULTATION ON “KENTS DRAINAGE AND LOCAL FLOOD RISK” DRAFT POLICY STATEMENT (p).

KCC have submitted the above consultation which has a deadline for responses of 24 July 2015. The Consultation consists of approximately 10 questions which are detailed within the document.

- * After completing the consultation members are asked to consider how they wish future consultations to be undertaken/responded to by the Town Council.

Recommended: To discuss and advise accordingly.

8. PARISH / TOWN COUNCIL REPRESENTATION ON THE DARTFORD JOINT TRANSPORTATION BOARD (JTB) (p).

Member Services, Dartford Borough Council (DBC) have requested nominations from the parish/town councils for a representative, together with a substitute and that both nominations be submitted by 30 July 2015 in order that the necessity for an election can be assessed by DBC.

Recommended: To nominate one member to be considered as the parish/town council representative on the Dartford JTB and to nominate one member to be considered as the substitute representative on the Dartford JTB.

9. DARTFORD CITIZENS ADVICE BUREAU (CAB) – COMMUNITY CAFÉ, CHURCH ROAD, SWANSCOMBE AND ST MARYS GREENHITHE (p).

The Project Manager, Dartford CAB, has informed the Town Council that funds secured from The Scottishpower Energy People Trust Fund and from the KCC Member for Swanscombe and Greenhithe will enable the surgeries currently provided at the Community Café, Church Road, Swanscombe to be held every Wednesday from September 2015 until at least July 2016.

A further funding grant from the KCC Member for Swanscombe and Greenhithe will also enable the surgeries at St Mary Greenhithe to be increased to twice a month from September 2015 until at least July 2016.

Recommended: To note.

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

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

Recommended: To note.

11. STAFF / MEMBER TRAINING – UPDATE.

The following training has been successfully undertaken:-

Café Assistant	First Aid at Work	9 June 2015.
Cllr Mrs A E D Barham	New Councillor Induction (KALC)	11 June 2015
Cllr Ms L M Cross	New Councillor Induction (KALC)	11 June 2015
Cllr Ms L C Howes	New Councillor Induction (KALC)	11 June 2015
Cllr R J Lees	New Councillor Induction (KALC)	11 June 2015
Cllr A S Reach	New Councillor Induction (KALC)	11 June 2015
Cllr B R Parry	New Councillor Induction (KALC)	11 June 2015
Cllr Mrs A E D Barham	Code of Conduct (DBC)	19 May 2015
Cllr Ms L M Cross	Code of Conduct (DBC)	19 May 2015

Cllr Ms L M Hall	Code of Conduct (DBC)	19 May 2015
Cllr J A Hayes	Code of Conduct (DBC)	19 May 2015
Cllr Ms L C Howes	Code of Conduct (DBC)	19 May 2015
Cllr Mrs M B Kelly	Code of Conduct (DBC)	27 May 2015
Cllr R J Lees	Code of Conduct (DBC)	19 May 2015

Recommended: To note.

12. REVIEW OF CIVIC RECEPTION AND TOWN MAYORS BUDGET.

The Finance and General Purposes Committee 11 June 2015 requested that the full Council review whether the Civic Reception should continue to be held and also whether the current level of the Town Mayors Allowance was sufficient; both of these items are currently allocated £1,450.00.

The following are the amounts that have been allocated over the last 5 years:-

	Town Mayors Allowance	Civic Reception
2010-2011	1,400	3,700
2011-2012	1,400	3,800
2012-2013	1,400	1,400
2013-2014	1,400	1,400
2014-2015	1,400	1,400

During the last 5 years the actual spend on both the Town Mayor's Allowance and the Civic Reception Budget has only been exceeded once.

Recommended: To discuss and advise accordingly.

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 Dartford Youth Advisory Group (DYAG)

Councillor Ms L C Howes is the Town Council's representative on the DYAG. As previously agreed the minutes of the 20 April 2015 meeting are available in the Chamber for inspection.

13.2 Greenhithe Community Association (GCA).

Councillors' Mrs S P Butterfill and B R Parry are the Town Councils representatives on the GCA. As previously agreed the agenda for the 19 May 2015 meeting, including the minutes from the 21 April 2015 meeting are available in the chamber for inspection.

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

Councillor R J Lees and the Town Clerk are the Town Councils representatives on the KALCDAC. As previously agreed the agenda for the 18 September 2015 meeting is available in the Chamber for inspection.

13.4 Advice Service Dartford Partnership.

The Town Clerk attended the meeting held on 9 June 2015 with the relevant issues having been reported as an item earlier on the agenda. As previously agreed the minutes from the meeting are available in the chamber for inspection.

13.5 Bluewater Forum (BF).

The Town Mayor, or agreed substitute, is the Town Council's representative on BF. As previously agreed the minutes from the 26 March 2015 meeting are available in the Chamber for inspection.

13.6 Borough and Parish Forum (DBC).

The Town Mayor and Town Clerk are the Council's representatives on the Borough and Parish Forum. As previously agreed the agenda for the 30 June 2015 meeting is available in the Chamber for inspection.

13.7 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.

19. 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

20. EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: 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.

21. NEW BURIAL GROUND ALLOTMENTS – LEASE (DBC) (p).

The Valuation Officer, DBC has supplied the attached confidential emails regarding the re-newal of the Lease for the New Burial Ground Allotment site. The current Lease expired on 6 June 2015.

Recommended: To discuss and advise how the Town Council wish to proceed with the matter.

INFORMATION IN THE OFFICE.

- Clerks and Councils Direct – July 2015, Issue 100.
- The LCR, National Association of Local Councils – summer 2015.
- Local Councils Update – Issue 185, June 2015.

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