

MINUTES of the MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on WEDNESDAY 10 JULY 2013 at 7.00 PM

PRESENT:

Councillor Ms L M Cross – Town Mayor
Councillor K G Basson
Councillor L J Bobby
Councillor Mrs S P Butterfill
Councillor Ms L C Howes
Councillor R J Lees
Councillor Mrs C K Openshaw
Councillor V Openshaw
Councillor B R Parry
Councillor B E Read
Councillor Mrs I A Read
Councillor P J Scanlan
Vacant position

ALSO PRESENT:

Graham Blew – Town Clerk

ABSENT:

There were none

96/13-14. APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from Councillors' Ms L M Hall (holiday), Mrs J M Harman (work commitments), P M Harman (other commitments), P C Harris (work commitments), Mrs A R Harvey (other commitments), J A Hayes (holiday) and P A Read (work commitments).

97/13-14. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor Ms L C Howes declared a prejudicial interest in item 13 – Project to commemorate WW1 in Swanscombe and Greenhithe, as she had submitted the request.

Councillor R J Lees declared an interest in item 15 – Kent County Council Consultation – Children's Centres Operations, as he was the Town Councils representative on the Knockhall and the Swanscombe Children's Centres Committees.

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

98/13-14. MINUTES OF THE MEETING HELD ON 16 MAY 2013 AND THE SPECIAL MEETING HELD ON 22 MAY 2013.

Members were provided with a copy of the Minutes of the Meeting held on 16 May 2013 and the Special Meeting held on 22 May 2013.

RESOLVED:

That the Minutes of the Meeting held on 16 May 2013 and the Special Meeting held on 22 May 2013 be confirmed and signed as a true record.

99/13-14. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

100/13-14. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION & THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 1 MAY 2013, 22 MAY 2013 AND 12 JUNE 2013.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 1 May 2013, 22 May 2013 and 12 June 2013 be confirmed and the recommendations made therein be adopted.

101/13-14. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 27 JUNE 2013.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 27 June 2013 be confirmed and the recommendations made therein be adopted.

102/13-14. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 6 JUNE 2013.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 6 June 2013 be confirmed and the recommendations made therein be adopted.

103/13-14. MINUTES OF THE ANTI-SOCIAL BEHAVIOUR & CRIME SUB-COMMITTEE MEETING HELD ON 5 JUNE 2013.

RESOLVED:

That the Minutes of the Anti-Social Behaviour & Crime Sub-Committee Meeting held on 5 June 2013 be confirmed and the recommendations made therein be adopted.

104/12-13. MINUTES OF THE LEASES & LEGAL SUB - COMMITTEE MEETING HELD ON 17 JUNE 2013.

RESOLVED:

That the Minutes of the Leases & Legal Sub - Committee Meeting held on 17 June 2013 be confirmed and the recommendations made therein be adopted.

106/12-13. CASUAL VACANCY.

Further to minute 546/12-13 an invitation for written Expressions of Interest had been displayed on the council notice boards, website etc.

Members were provided with information regarding the procedure for co-option to fill the vacancy for the Swanscombe Ward along with the expressions of interest received. As both candidates had submitted apologies for not being able to attend the meeting a written ballot was then conducted, in accordance with Standing Order 17, with the following results:

Swanscombe Ward

In favour of Danialu Olayemi Luqman : 2

In favour of Jeffery Harvey : 9

Abstained : 1

RESOLVED:

That with a majority vote of 9 to 2 ,and 1 abstaining, Jeffery Harvey be duly co-opted onto the Town Council, representing Swanscombe Ward. As he was not present Mr Harvey would be required to sign the Declaration of Acceptance of Office, witnessed by the Town Clerk as Proper Officer of the Town Council, as soon as possible.

106/13-14. VACANCIES ON COMMITTEES, SUB-COMMITTEES.

RESOLVED:

That the appointments contained in the report be filled at the next full council meeting.

107/13-14. CONSULTATION ON THE LOCATION OF NEW LOWER THAMES CROSSING.

Further to minute 68/13-14 members discussed the 3 options contained in the Department for Transport's consultation. After a lengthy and thorough debate members agreed that Options A and B were not viable or appropriate and that a response to the consultation be submitted with Option C being the preferred option of the 3 provided but the Town Council's frustration and disappointment that more radical options further east were not available also be submitted.

RESOLVED:

That the Town Council do not subscribe to Options A or B and that Option C is the preferred option of the 3 provided but, the Town Council's frustration and disappointment that more radical options further east were not available also be submitted.

108/13-14. ISTEAD RISE BOWLS CLUB (IRBC).

Members considered the recommendations made by the Leases & Legal Sub-Committee (minutes 558/12-13 and 80/13-14) and agreed that the rental figure be set as £2,820.00/year with a £1,000.00 bond and that the IRBC be allowed to replace the signage used by the old tenant with their own.

RESOLVED:

That the rental figure be set as £2,820.00/year with a £1,000.00 bond and that the IRBC be allowed to replace the signage used by the old tenant with their own.

109/13-14. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) – PARISH NEWS (ISSUE 370, JUNE 2013).

RESOLVED:

That the item be noted.

110/13-14. KENT COUNTY COUNCIL (KCC) – CONSULTATION – VARIATION IN THE SERVICE OF TRACS COMMUNITY DAY SERVICE.

Members discussed the information supplied by the Head of Service, Learning Disability West Kent, KCC.

RESOLVED:

That the item be noted.

111/13-14. KCC MEMBER COMMUNITY GRANTS.

The Town Clerk advised members that the KCC Member for Swanscombe and Greenhithe had informed the council that there was a sum available for various community projects and that any interested community groups should email him directly with details of any projects they wished to be considered.

RESOLVED:

That the item be noted.

Having already declared a prejudicial interest Councillor Ms L C Howes left the chamber and took no part in the discussion or decision of the following item.

112/13-14. PROJECT TO COMMEMORATE WW1 IN SWANSCOMBE AND GREENHITHE.

A request had been received for a letter of support from the Town Mayor regarding a bid for Heritage Lottery Funding towards a project to commemorate WW1 in Swanscombe

and Greenhithe. Members agreed that this was a thoroughly worthwhile project and that the Town Mayor should supply a letter of support.

Member discussed possible further ways in which the Town Council could help commemorate the Centenary of WW1 and the residents that had fallen in conflicts. Two suggestions that were proposed were the re-instatement of the flag pole in Swanscombe Park and also the recording, in one place of the names of those that had fallen as these were currently in 3 separate locations. After discussion members agreed that this should be submitted to the next Recreation, Leisure & Amenities Committee for them to consider the best way to progress these proposals/projects.

RESOLVED:

1. That the Town Mayor supplies a letter of support for the project.
2. That the Recreation, Leisure & Amenities Committee consider further ways that the Town Council can commemorate the Centenary of WW1 and all the residents that had fallen in conflicts.

113/13-14. FOOTPATH IN BROOMFIELD RECREATION GROUND.

Members considered the correspondence received regarding the footpath that ran alongside the children's play area and joined DS13.

The Town Clerk advised members of the correspondences received from the resident, and photographs, and also detailed how the risk assessment had been calculated. Members agreed that whilst the incident was unfortunate the potential risk was low and was therefore not a priority. Members thanked the Town Clerk for obtaining the quotations to relay the area of footpath and asked that this be placed on the next Finance and General Purposes Committee agenda for members to consider if, and where, the finances were available to have the works undertaken.

RESOLVED:

That this be placed on the next Finance and General Purposes Committee agenda for members to consider if, and where, the finances were available to have the works undertaken.

114/13-14. KCC CONSULTATION – CHILDRENS CENTRES OPERATIONS.

Members discussed the proposal put forward by KCC for how the Children's Centres could operate in a sustainable manner in the future. It was agreed to submit a response as detailed:

1. Real concerns about reducing the number of Centres as they were not ideally situated as they are and to shut either of the centres that were within the Town would have a huge impact on the families that use them and it would make it virtually impossible for these families to access the facilities else where.

2. It was not clear what else KCC could possibly do to link Centres to reduce management and administrative costs as the centres at Knockhall and Swanscombe were already under a single management arrangement.
3. The Centres tended to be open when they were required to meet their customers' needs so it was not clear how reducing the hours at some Centres would be viable.

The families in most need of support would be the families most seriously impacted by these proposals.

RESOLVED:

That a response, as above, be submitted. (this was done and received reference number AF1054062)

115/13-14. 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 Association of Parish and Town Councils (DAPTC).

The Town Mayor and Town Clerk are the Town Council's representative on the DAPTC. As previously agreed the notes from the 9 April 2013 meeting were available in the Chamber for inspection. The Town Clerk informed members that at the 2 July 2013 meeting of the DAPTC it had been agreed that the meetings would become less formal and be more of a Forum set up with each council having 2 representatives, 1 of which had to be a member. The Leader of Dartford Borough Council had also informed the parishes that the level of Section 136 funding would be reduced in the future and the distribution of Section 136 funding would be on a 75%/25% project split this year and 50%/50% project split next year. No details were explained or available as to what constituted a project or how/who would decide how the project money was awarded/allocated.

Bluewater Forum (BF)

The Town Mayor, or agreed substitute is the Town Council's representative on the BF. As previously agreed the notes from the 28 March 2013 and 23 May 2013 meeting were available in the Chamber for inspection.

Dartford Youth Advisory Group (DYAG)

Councillor Ms L C Howes is the Town Council's representative on the DYAG. As previously agreed the agenda and notes from the 16 May 2013 and the agenda for the 16 July 2013 meeting were available in the Chamber for inspection.

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' P M Harman and P C Harris are the Town Council's representatives on IPGM. As neither were present no report was available.:

116/13-14. REPORT FROM KENT COUNTY COUNCILLOR.

Kent County Councillor P M Harman had submitted a written report which included:-

- **KCC Committee Membership**
Further to my previous emails, I have now been offered and have accepted a place on the KCC Planning Committee, which I am pleased about. This is due to be formally confirmed at the next full KCC meeting on 18th July. This should be an interesting position that I hope will allow me to have some involvement with major projects, in particular the proposed developments at Swanscombe Peninsular.
- **Members Highway Fund**
I have received a number of suggested projects (and subsequently had various meetings) under the Members Highway Fund; the most notable possible schemes being:
a possible parking control scheme at Alma Road/Orchard Road/The Grove, Swanscombe,
additional lane direction signage/road markings for the northbound carriageway of St Clements Way, Greenhithe,
speed management and parking controls at Ingress Park Avenue, Greenhithe.
However if any Councillors know of other options can I please be emailed details.
- **Members Community Grant Schemes**
There is a total sum of about £16,000 available for funding various community projects. I have not yet been made aware of any bids for these grants, so again I would be grateful for any emails from interested parties by 30th August.

RESOLVED:

That the item be noted.

117/13-14. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors on the Town Council reported on the following matters:

- Councillors' Mrs S P Butterfill and B E Read advised that they had both raised concerns regarding the re-naming of Eastern Quarry to Ebbsfleet Valley at the Cabinet Advisory Panel and Cabinet meetings. At the recent exhibition by Ward Homes there had been a lot of opposition to his re-naming by the public.

RESOLVED:

That the item be noted.

118/13-14. SEALING OF DOCUMENTS.

Members were advised that the following documents were now ready for signing and sealing:

- Gravesham Community Leisure Limited (GCLL) – Management Agreement.
- The Pavilion Community Sports & Social Clubs – Lease.

RESOLVED:

That, in accordance with Standing Order 21 a) and b), the Town Mayor and Town Clerk be authorised to sign and seal the documents.

119/13-14. TOWN MAYOR'S ANNOUNCEMENTS.

The Town Mayor did not have any announcements.

120/13-14. QUESTIONS.

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

121/13-14. 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

Recommended: That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to respond to planning applications during the recess period.

There being no further business to transact the Meeting closed at 8.45 pm.

Signed: _____ Date:- _____
(Chairman)

T/C 17/10/13

PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION & THE ENVIRONMENT COMMITTEE
11 SEPTEMBER 2013MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 11 SEPTEMBER 2013 AT 7.00PM

PRESENT: Councillor B E Read (Chairman)
Councillor Mrs S P Butterfill
Councillor P C Harris
Councillor Mrs A R Harvey
Councillor B R Parry
Vacant position

ALSO PRESENT: Graham Blew – Town Clerk

ABSENT: Councillor Mr K G Basson
Councillor Mrs J M Harman

134/13-14. APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from Councillors' P J Scanlan (holiday), P M Harman (other commitments), J A Hayes (family commitments), V Openshaw (unwell) and P J Scanlan (holiday).

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

135/13-14. SUBSTITUTES.

There were none.

136/13-14. 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.

137/13-14. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

138/13-14. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12 JUNE 2013.

Recommended: The Minutes of the meeting held on 12 June 2013 were confirmed and signed.

138/13-14. **KENT COUNTY COUNCIL (KCC) – PARISH AND TOWN COUNCIL SEMINAR – 4 OCTOBER 2013.**

Recommended: That, workload permitting, the Town Clerk attends the seminar on 4 October 2013.

140/13-14. **INFORMAL MEETING WITH DEVELOPER OF EASTERN QUARRY.**

The Chairman apprised members of the meeting with the developer and the Planning Officer (DBC) on 14 August 2013.

Members were asked to consider 2 members of the Planning, Major Developments, Transportation & the Environment Committee to be the council's representatives on the Eastern Quarry Liaison Group. After discussion it was agreed that Councillor Mrs S P Butterfill be one representative and that this item goes to the next meeting of the Planning, Major Developments, Transportation & the Environment Committee for the other representative.

Recommended: That Councillor Mrs S P Butterfill be one representative and that this item goes to the next meeting of the Planning, Major Developments, Transportation & the Environment Committee for the other representative.

141/13-14. **INFORMAL MEETING WITH THE DEVELOPER OF LAND AT KNOCKHALL ROAD (EMPIRE BOWLS CLUB SITE).**

The Chairman apprised the committee of the meeting held on 14 August 2013. Members were informed that this item would need to go to the Full Council meeting on 17 October 2013 for consideration.

Recommended: That this item would need to go to the Full Council meeting on 17 October 2013 for consideration.

TOWN PLANNING:

142/13-14. **MEMBERS WERE ADVISED THAT THE FOLLOWING PLANNING APPLICATIONS HAD BEEN RECEIVED FROM DARTFORD BOROUGH COUNCIL AND, IN ACCORDANCE WITH MINUTE 70/13-14, HAD BEEN DEALT WITH DURING SUMMER 2013 RECESS.**

DA/13/00720/REM

Submission of Reserved Matters pursuant to Conditions 2 and 25 of Planning Permission DA/12/1451/EQVAR for erection of 150 three and four bedroom dwellings and submission of details relating to Sustainable Construction (Condition 23), Water Conservation Plan (Condition 24) and Fibre Optic Connections (Condition 30) pursuant to

Planning Permission DA/12/001451/EQVAR.

Eastern Quarry Phase 1 Castle Hill Village

OBSERVATIONS:

Due to this application being the first for 150 units out of 6,250 units on the site the Town Council would request conditions that need agreement before any approval is granted. The Town Council does not object to the application provided the following conditions are included/ established before any construction begins.

1. Site owner, Land Securities Director Adam Cunnington confirmed that they would honour the document they provided to Swanscombe and Greenhithe Town Council in May 2004, which included the provision of community facilities associated to the site, this is recorded in minute 48 of the Development Control Board meeting held on 5 July 2007. Part of the resolution on minute 48 included "the completion of Section 106 agreement incorporating finalised arrangements for the commuted sum relating to community pitches and other outstanding issues set out in the update and additional clauses to include a requirement to consult with Swanscombe and Greenhithe Town Council at appropriate stages during the approval process". It is essential that this matter is agreed with the Town Council and recorded before the application is approved, to date this has not been dealt with.
2. Outline approval included for a bus service to be provided after 50 units connecting to the local area. This now needs to have the details agreed with the Town Council to ensure it compliments the area's needs and does not conflict with any of the current infrastructure of the area. The Town Council were informed that the bus service to be provided after the first 50 units would consist of a bus service that currently uses Southfleet Road accessing the site, turning round, leaving the site and continuing on its route and seek clarification as to whether this route will service the destinations listed in the outline approval.
3. Outline approval included for improvements to the site entrance onto Southfleet Road as well as to Southfleet Road. This also needs to have the

- details and target completion dates agreed with the Town Council to ensure it meets with the application needs and target dates. This also applies to road connections to St. Clements Way/Bean Road.
4. Outline approval included for other pedestrian routes to the overall site, the details now need to be established with the Town Council together with target dates to ensure the sites integration with the Town as well as its sustainability.
 5. Outline approval included for some open space facilities to be provided in the adjoining area (football pitches etc). This also needs to have agreement made with the Town Council who were party to discussions with the overall site owners (Land Securities) but are still waiting for final discussions and a legal agreement.
 6. Final details are awaited for the management of all the open space areas and how this will integrate into the local Town. This also requires the involvement of the Town Council.

Whilst this Town Council understands the application deals in the main with the details of the 150 units proposed it also recognises that the above fundamentals need to be established to ensure overall site sustainability. We would urge the Planning Authority and Development Control Board to include conditions covering the above to ensure the site starts with the best possible framework.

The Town Council would also request confirmation as to the arrangements for the educational needs of the families that will be residing in these family homes with regards to availability of school places in the locality.

The Town Council find it unfortunate that residents were only invited to make comments about the scheme to the developer 10 days after submission to Dartford Borough Council and feel that consultation with local residents should have happened prior to the submission of this application.

DA/13/00663/FUL

Formation of a secondary means of access / Fastrack to Ingress Park, Greenhithe.

Land between junction of Manor Way and London Road and Ingress Park Avenue.

OBSERVATIONS:

1. Lovers Lane - This lane, mentioned in the proposal, was also a condition of improvement under the Mount Nod planning approval by the same developer. It is still awaiting action so the Planning Authority is requested to include a condition that this is completed prior to the completion of this application.
2. Public Footpath – The Planning Authority are requested to include a condition for the improvement of this route, from the Manor Way/London Road junction through to it joining to Lovers Lane. It should be borne in mind that this is controlled by the KCC PROW officer. This area needs to be kept well cleared and maintained, for safety reasons, as it is likely to be used by even more children as they travel to schools at Knockhall or within Swanscombe due to KCC turning down the option of a school in Ingress Park.
3. Pedestrian Crossing - Details of the signalised junction at Manor Way/London Road/Craylands Lane could not be found. If these are not available then the Town Council would respectfully request that a condition be added to include a pedestrian crossing over the London Road.

DA/13/00697/COU

Change of use to non-residential institutions (Class D1).

Christ Apostolic Church, former sorting office, High Street, Swanscombe.

OBSERVATIONS:

The Town Council objects to this application on the following grounds:-

- Parking - The application indicates an increase from 10 to 25 on site parking spaces and a bus. The space shown does not indicate the layout of spaces, turning space, passing bays etc. The building usage indicates that events /activities will be taking place on a daily basis from 9-00am to as late as 10-00pm not

only by local people but also by people from outside the area. Based on these facts it is felt that the on site parking should be at least 50 spaces to also include bus parking bays and turning circles to accommodate buses. It should also be noted that the High Street has very restricted parking and the nearest car park is generally filled to capacity throughout the day.

Site Entry - The site entry is restrictive for vehicles entering and leaving which, coupled with the planned events indicated could mean vehicles need to pass both ways. This could prove a safety hazard to the general public using the High Street. The site access could also prove a safety hazard to the High Street pedestrian crossing which is located only a few yards away.

DA/13/00794/FUL

Demolition of existing rear addition and detached garage and erection of a part two/part single storey side/rear extension with provision of a dormer window in rear elevation in connection with providing additional rooms in the roof space.

158 Church Road, Swanscombe.

OBSERVATIONS:

The Town Council object to the application for the following reasons :-

1. Overdevelopment of the site with buildings right up to boundaries.
2. Lack of on site parking, plans show demolition of a garage and open parking replacement. The space indicated is so limited that in one spot an open door would obstruct the adjacent public footpath.

DA/13/00677/COU

Conversion and part rebuild of outbuilding for dental surgery with provision of dormer window to side elevation in connection with providing additional store/office at first floor level and raising ridge line of southern section of roof to match northern section.

Rear of 23 High Street, Swanscombe.

OBSERVATIONS: The Town Council feel that the changes are out of character with the buildings in the area. Parking provision is still limited, especially considering that documentation states more staff could be employed. Therefore the Town Council object to the application and would request that consideration should be seriously taken from comments from neighbours who would be affected by these changes.

DA/13/00850/OUT Erection of a detached 1 bedroom house with associated parking and entrance / access from adjacent The Grove Car park.

Rear of 70 High Street, Swanscombe.

OBSERVATIONS: The Town Council strongly object to this application on the following grounds :-

- a) It is considered to be a backland development completely out of character with the surrounding area.
- b) The proposed development would result in an undesirable intensification of use and overdevelopment of the site to the detriment of the amenities and occupiers of neighbouring residential properties contrary to Policies B1 and H8 of the Adopted Local Plan, be overbearing on adjacent properties in The Grove and the High Street.
- c) The proposed development would result in an overbearing impact on surrounding residential properties and would be out of character with the surrounding area contrary to Policy B2 of the Dartford Local Plan, Policies DD11, H4 and H8 of the Dartford Local Plan Review Second Deposit Draft and Policy QL1 of the Kent and Medway Structure Plan 2006..
- d) The proposed development could interfere with usage of the rear access of all the adjacent properties in the High Street and The Grove.

The Town Council would also ask that the Planning Authority liaises with the Enforcement Department at Dartford Borough Council to investigate the state of the site. Photographs submitted with the application indicate that it has been allowed to decay and

overgrow and this could be detrimental to near neighbours and is obviously out of character in a High Street location.

DA/13/00898/REM

Landforming to create a development platform for Castle Hill (East) (Reserved Matters application pursuant to Condition 2 of DA/12/01451/EQVAR).

Eastern Quarry, Southfleet Road, Swanscombe.

OBSERVATIONS:

The Town Council would respectfully request to be allocated 2 places on the Community Liaison Group being planned by developer.

Footpath DS20, which was diverted by the developer to go around the edge of the site, is in need of being cleared and made good. This is to ensure the public will still have access on foot to the A2 and not be encouraged to cross the site for this access. This will need to be arranged in co-operation with the KCC Footpath Officer.

The Town Council would urge the Planning Authority to ensure that a timetable is established for the improvements to Southfleet Road so that the site development coincides with adjacent infrastructure needs and would respectfully request to be involved in these arrangements.

DA/13/00896/TPO

Application to remove lower laterals to height of 3m up main trunk and prune over footpath Lime trees (T215-248, T112, T113, T1454, T146) and fell 1 No. Maple tree subject to Tree Preservation Order No.1 1990.

The Boulevard, Greenhithe.

OBSERVATIONS:

No observations.

DA/13/00905/FUL

Erection of a pair of semi-detached 3 bedroom houses with associated landscaping and parking (revision to extant planning permissions DA/12/00561/FUL, DA/13/00016/NONMAT and DA/13/00408/FUL).

Land Adjacent 42 Castle Street Swanscombe .

OBSERVATIONS:

We found this application quite difficult to understand. It appears to be combining the other two adjacent applications in its concept. Their drawings indicate the previous applications as previously submitted but their statement indicates the removal of one of the houses? With this in mind the Town Council are submitting the following observations:-

- 1) That any planning consideration and/or approval be delayed until the submission of further drawings and information giving overall site details.
- 2) The application site, although submitted in 3 applications, should be considered overall as 13 or 14 properties which would then make it a more major development. With this in mind the Planning Authority are requested to include a Section 106 agreement with a provision for local community enhancement. We suggest that agreement be drafted with the Town Council to upgrade the Children's Play Area adjacent to the site (Manor Park.)
3. Due to the original site closing 29 garages which has now eliminated all on street parking available in that area provision is required to be made for visitor parking within the sites of a minimum of 6 spaces, preferably 9.
- 4) Details are requested to be provided of access arrangements from the rear of 18 to 42 Castle Street and 19 to 31 Eglinton Road. This is to facilitate refuse collection of bins (previously there used to be access on the side of 42 Castle Street).

DA/13/00933/REM

Landscaping to create the North East Local Park, Northern Boundary and Green Zone in relation to Castle Hill (East).

Eastern Quarry, Southfleet Road, Swanscombe.

OBSERVATIONS:

No observations.

*DA/13/00847/FUL

Erection of a single storey rear extension, provision of dormer windows in front and rear elevations in

connection with providing additional rooms in the roof space and provision of a pitched roof over existing flat roof of front elevation.

2 Orchard Road, Swanscombe

OBSERVATIONS: No observations, provided neighbours are consulted.

*DA/13/00967/CPO

Consultation on an application for construction of a renewable energy facility involving advanced thermal technology to generate energy in the form of combined heat and electricity by using residual gas waste materials as a fuelstock and converting them into a gas.

Land At Manor Way Business Park Swanscombe
Kent

OBSERVATIONS: Members object to the application on the following grounds:

Firstly, members strenuously oppose the application because they are seriously concerned about the environmental impact this site would have on the local area and even although the developer states that it can control the gasses emitted, because the area is highly developed and populated, they think it a dangerous facility to have in such close proximity to residential areas.

Members also object to the application because it is in the vicinity of the proposed theme park project and could interfere with the needs of the theme park and could stunt the growth of business within the area.

Members are also concerned about the Heavy Goods Vehicles (HGVs) that will to and from form the site and the need for them to be directed away from the town's inner roads. Members note that KCC do state that roads are marked that should not be used but think, if planning is granted, that a condition should be made on the operator to only utilise the main roads to the site and not use the town's inner roads. Operators generally employ contracting firms that would not necessarily follow road signage stating "no HGVs" etc and therefore unless KCC is to marshal all of these roads, it must be made an obligation on the

contractor to keep to the proper routes if there is a chance that the operator could lose its licence.

Members also feel that that an extension of time is needed for this application as it is understand that the Theme Park Project Managers have not been made aware of this development coming forward and it is essential that they are consulted as well.

*DA/13/01020/LBC

Application for refurbishment of existing Lodge to provide 1 No. 2 bedroom dwelling with associated access, parking and landscaping.

Ingress Lodge, London Road, Greenhithe.

OBSERVATIONS:

Swanscombe and Greenhithe Town Council welcome this building being refurbished and brought back into use. However, the Council would recommend that a condition is added to the application to readjust the listed wall in the area of the bus stop in London Road to allow the bus stop to be set back further from the road. Members are concerned about the highway safety for pedestrians using this bus stop, particularly in light of the additional usage that this bus stop will have because of the refurbishment of the Lodge and the adjacent proposed development. Any adjustments should be kept in the same style as the listed wall, similar to readjustment that has been undertaken to the listed wall in The Avenue.

*DA/13/01019/FUL

Erection of a12 No. 2 bedroom dwellings and refurbishment of existing Lodge to provide 1 No. 2 bedroom dwelling with associated access, parking and landscaping.

Ingress Lodge, London Road and land at The Avenue, Greenhithe.

OBSERVATIONS:

Swanscombe and Greenhithe Town Council object to this application because of the size and design of the flats which are totally out of keeping with the adjacent listed building. Any development on this site should be kept in the same style as the listed building and should not overpower or dominate the original listed building itself.

Swanscombe and Greenhithe Town Council also

seek clarification and details of the pedestrian access to reach the Cave of the Seven Heads listed folly, which is somewhere within the proximity of this site.

Members are advised that the following planning applications have been received from Kent County Council and dealt with during summer 2013 recess.

KCC/DA/0196/2013

Application for a temporary change of use (5 years) to a use for processing waste material (principally glass), together with associated development including plant, portakabins and enclosed storage facilities.

Swanscombe Works, Manor Way, Swanscombe.

OBSERVATIONS:

The Town Council do not object to the proposal but would respectfully request that the following conditions be included :-

1. All delivery and return vehicles to be restricted from using routes passing through the Towns internal roads. Whenever possible the River Thames should be used for transport purposes.
2. Employment on the site to be recruited from the local area.
3. A payment towards the provision of leisure facilities within the Town be included which would go towards compensating the community for having a waste processing plant in the locality and that this should be negotiated with the Town Council.

*KCC/DA/0201/2013

Construction of a Renewable Energy Facility involving Advanced Thermal Technology to generate energy in the form of combined heat and electricity by using residual waste materials as a fuelstock and converting them into a gas.

Land at Manor Way Business Park, Swanscombe.

OBSERVATIONS:

Members object to the application on the following grounds:

Firstly, members strenuously oppose the application because they are seriously concerned about the environmental impact this site would have on the local area and even although the developer states

that it can control the gasses emitted, because the area is highly developed and populated, they think it a dangerous facility to have in such close proximity to residential areas.

Members also object to the application because it is in the vicinity of the proposed theme park project and could interfere with the needs of the theme park and could stunt the growth of business within the area.

Members are also concerned about the Heavy Goods Vehicles (HGVs) that will to and from form the site and the need for them to be directed away from the town's inner roads. Members note that KCC do state that roads are marked that should not be used but think, if planning is granted, that a condition should be made on the operator to only utilise the main roads to the site and not use the town's inner roads. Operators generally employ contracting firms that would not necessarily follow road signage stating "no HGVs" etc and therefore unless KCC is to marshal all of these roads, it must be made an obligation on the contractor to keep to the proper routes if there is a chance that the operator could lose its licence.

Members also feel that that an extension of time is needed for this application as it is understand that the Theme Park Project Managers have not been made aware of this development coming forward and it is essential that they are consulted as well.

Members are advised that the following Granted Decision Notices were received from Dartford Borough Council during the summer 2013 recess.

DA/13/00514/FUL

Application for a new planning permission to replace an extant planning permission DA/10/00687/FUL for conversion and extension of former cottage and outbuildings to a 1 no: bed house with associated amenity space and parking and alterations to car/bicycle parking and refuse storage approved under application refs: DA/06/01386/FUL and DA/09/00586/FUL in connection with conversion of Mounts Court to flats.

Mounts Cottage, Mounts Court, Mounts Road, Greenhithe.

- DA/13/00673/FUL Erection of a single storey rear extension.
3 Eleanor Walk, Greenhithe.
- DA/13/00697/COU Change of use to non-residential institutions (Class D1).
Christ Apostolic Church, Former sorting office High Street, Swanscombe.
- DA/13/00677/COU Conversion and part rebuild of outbuilding for dental surgery with provision of dormer window to side elevation in connection with providing additional store/office at first floor level and raising ridge line of southern section of roof to match northern section.
Rear of 23 High Street, Swanscombe.

Members are advised that the following Granted Decision Notices were received from Kent County Council during the summer 2013 recess.

- DA/13/827 Temporary change of use (5 years) to a use for processing waste material (principally glass) together with associated development including plant, portakabins and enclosed storage.
Land situated at Swanscombe Works, Manor Way, Swanscombe, DA10 0LL.

* **Recommended:** To note and endorse the responses submitted during the summer 2013 recess.

143/13-14. **APPLICATIONS SUBMITTED BY KENT COUNTY COUNCIL FOR MEMBERS' OBSERVATIONS.**

- * DA/13/00794/FUL Demolition of existing rear addition and detached garage and erection of a part two/part single storey side extension and single storey rear extension.
At the time of the meeting it was thought that this application had been duplicated as a similar one had been received during recess.
The revisions being the removal of rear dormer and increased size of two storey side extension.
158 Church Road, Swanscombe.

OBSERVATIONS: The Town Council object to the application for the

following reasons :-

1. Overdevelopment of the site with buildings right up to boundaries.
2. Lack of on site parking, plans show demolition of a garage and open parking replacement. The space indicated is so limited that in one spot an open door would obstruct the adjacent public footpath.

There being no further business to transact, the Meeting closed at 7.45 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 26 SEPTEMBER 2013 at 7.00PM

PRESENT: Councillor K G Basson – Vice-Chairman in the Chair
Councillor J M Harman
Councillor P M Harman
Councillor Mrs A R Harvey
Councillor B E Read
Councillor Mrs I A Read (substituting for Councillor P A Read)
Councillor P J Scanlan
Vacant position

ALSO PRESENT: Graham Blew - Town Clerk
Dan Usher – Senior Groundsman/Gardener

ABSENT: There were none

157/13-14. TO NOTE THE PASSING OF TOWN COUNCILLOR L J BOBBY.

Members paid tribute to Councillor L J Bobby, who had sadly passed away on the evening of 18 September 2013. Members reflected on how Councillor Bobby had always worked for the benefit of the local people and highlighted his passion for the protection of open spaces and the local environment.

Members stood for a minutes silence to pay respect for Councillor L J Bobby.

158/13-14. APOLOGIES FOR ABSENCE.

Apologies for absence was received and accepted from Councillors' Ms L M Hall (holiday), J A Hayes (holiday) and B R Parry (holiday).

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

158/13-14. SUBSTITUTES.

Councillor Mrs I A Read substituted for Councillor P A Read.

159/13-14. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor K G Basson declared a prejudicial interest in item 7.2 – Request to install a dog foul bin in Alkerden Lane, as he had submitted the request on behalf of residents living in the area.

Councillor P M Harman declared a prejudicial interest in item 7.3 – Request for the Town Council to erect cricket nets (or a suitable equivalent) around the perimeter of the Pavilion,

as he was a Town Council representative on The Pavilion Community Sports & Social Clubs Committee.

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

Councillor K G Basson gave a brief synopsis of the reason behind the request for the dog bin.

Councillor P M Harman advised that he had not been aware of the request from The Pavilion Community Sports & Social Clubs.

160/13-14. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

161/13-14. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 27 JUNE 2013.**

Recommended: That the Minutes of the Meeting held on 27 June 2013 were approved and signed as a true record.

162/13-14. **SENIOR GROUNDSMAN/GARDENER'S REPORT.**

The Senior Groundsman/Gardener updated members on the work undertaken, by the Parks Department and also the work planned for the future which included:

Swanscombe Park, Manor Park, Broomfield. Knockhall, Heritage Park, Heritage Park, Springvale and equipment.

Councillor K G Basson advised that Swanscombe Tigers FC would donate the marker barrow in the container to the Town Council.

Recommended: That the item be noted and that Councillor K G Basson be asked to pass on the Town Council's appreciation for the donation of the marker barrow.

163/13-14. **REGISTRATION OF PRESCRIPTIVE EASEMENT – RIGHT OF ACCESS TO REAR OF HERITAGE COMMUNITY HALL AND CRAYLANDS LANE ALLOTMENTS – UPDATE.**

Further to minutes 527/12-13 and 84/13-14 Members were advised that Land Registry had confirmed that the objection to the Council's application (by the purchaser of the former Stanley Ackers Hall) had been found to be groundless and that the Council's application had been completed. There is no right of appeal in respect of the Land Registry's decision although the objector could consider challenging the decision by applying to the court for judicial review which has strict time-limits applicable.

The Town Clerk informed members that 2 letters had been sent to the land owner requesting that a key for the gate be supplied to the Town Council but, thus far, no reply had been received.

Recommended: That the item be noted and that the Councils appreciation for the Administration Teams efforts in obtaining this outcome be recorded.

Having already declared a prejudicial interest Councillor K G Basson left the chamber and took no part in the discussion or decision of the following item.

164/13-14. **CHAIRMAN FOR FOLLOWING ITEM.**

In the absence of the Chairman it was agreed that Councillor B E Read chair the meeting for the following item.

165/13-14. **REQUEST TO INSTALL A DOG FOUL BIN IN ALKERDEN LANE.**

Members considered the request and agreed that the Responsible Financial Officer, in consultation with the Chairman of the Finance and General Purposes Committee, be delegated to proceed with the request if the appropriate finances were available.

Recommended: That the Responsible Financial Officer, in consultation with the Chairman of the Finance and General Purposes Committee, be delegated to proceed with the request if the appropriate finances were available.

Having already declared a prejudicial interest Councillor P M Harman left the chamber and took no part in the discussion or decision of the following item.

166/13-14. **REQUEST FOR THE TOWN COUNCIL TO ERECT CRICKET NETS (OR A SUITABLE EQUIVALENT) AROUND THE PERIMETER OF THE PAVILION.**

Members considered the request and agreed with the recommendations contained in the report.

Recommended:

- 1 That the actions of the Town Clerk in dealing with this matter to date be endorsed.
- 2 That the request be declined.

167/13-14. POSSIBLE PLANTING OF NEW TREES IN BROOMFIELD AND SWANSCOMBE PARKS.

The Town Clerk apprised members of the recent meeting with The Conservation Volunteers (TCV).

Members thanked the Town Clerk for pursuing this matter and were happy for the Town Clerk to continue with the project.

Recommended: That the item be noted.

168/13-14 THE SWANSCOMBE LEISURE CENTRE (GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL)) – UPDATE.

Members were informed of the recent request to use the council's logo on the glass doors at the entrance to the Leisure Centre, as part of the recent refurbishment project.

Recommended: That the actions of the Town Clerk in agreeing to the request be endorsed.

169/13-14. PROJECT TO COMMEMORATE WW1 IN SWANSCOMBE AND GREENHITHE.

Further to minute 112/13-14 the committee were asked to consider possible ways that the Town Council could commemorate the Centenary of WW1. After discussion it was agreed that the Town Clerk should attempt to explore the options/costs, from local builders, regarding the possibility of re-instating the old flag pole in Swanscombe Park. It was also agreed that the option of installing a new flag pole at the Council Offices be explored and reported back to the Committee.

Recommended: That the Town Clerk obtain and report back the information as detailed above.

There being no further business to transact, the Meeting closed at 8.05 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 5 SEPTEMBER 2013 AT 7.00PM

PRESENT: Councillor B E Read (Chairman)
Councillor Mrs A R Harvey
Councillor K G Basson
Councillor L J Bobby
Councillor Mrs S P Butterfill
Councillor Ms L M Cross
Councillor R J Lees
Councillor Mrs I A Read

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

ABSENT: There were none.

122/13-14. APOLOGIES FOR ABSENCE.

Apologies for absence were submitted and accepted from Councillors' P C Harris (work commitments), Ms L C Howes (holiday), V Openshaw (unwell) and P J Scanlan (holiday).

An apology for lateness was submitted and accepted from Councillor Mrs S P Butterfill.

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

123/13-14. SUBSTITUTES.

There were none.

124/13-14. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor L J Bobby declared a prejudicial interest in item 10 – Funding Application made to the Town Council – Friends of the Heritage Park (FOTHP), as his wife is a member of the FOTHP.

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

125/13-14. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

- The Town Clerk advised members that the first instalment of the Bond along with the first months rent had been received from the Pavilion on 30 August 2013.

- The Town Clerk advised members that one of the Café Assistants (part-time) had recently handed in her resignation with a last day of service being 6 September 2013. This, as well as an update, would be reported in to the Personnel Committee in due course.

126/13-14. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 6 JUNE 2013.

Recommended: The Minutes of the meeting held on 6 June 2013 were confirmed and signed as a true record.

127/13-14. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT.

Members were provided with details of all receipts and payments for authorisation for May, June and July 2013.

Members asked that it be recorded that, as was normal practice, each page of the finance statements and accounts was scrutinised.

Recommended: That the receipts and payments for May, June and July 2013, as per the annexed list, be approved.

128/13-14. SUMMARY OF ACCOUNTS.

Members were provided with details of the Summary of Accounts, balanced to 31 July 2013.

Recommended: That the details of the Summary of Accounts, balanced to 31 July 2013 be noted.

129/13-14. FINAL FIGURES AGAINST PROBABLE'S FOR 2012 – 2013.

Members welcomed the report which detailed the final figures against the probables for 2012 – 2013 and indicated that the estimates had been extremely accurate.

Recommended: That the item be noted.

130/13-14. FOOTPATH IN BROOMFIELD RECREATION GROUND.

The Town Council meeting on 10 July 2013 (minute 113/13-14) had requested that the Finance and General Purposes Committee consider if, and where the finances to have the works undertaken were available.

The RFO advised the committee that she was confident the monies could be found within the appropriate cost centres contained in the budget. Members agreed that if the funds are available that this work should be undertaken this year.

Recommended: That, if the funds are available, the works be undertaken this year.

Having already declared a prejudicial interest Councillor L J Bobby left the chamber and took no part in the discussion or decision of the following item.

131/13-14. FUNDING APPLICATION MADE TO THE TOWN COUNCIL – FRIENDS OF THE HERITAGE PARK (FOTHP).

Members discussed the application in detail and agreed that on this occasion the application should be approved but the following conditions be added to the guidance notes for all future applications to the council for Section 137 funding:-

- *No works/purchases can be made until any applications have been considered by the Town Council.*
- *Retrospective applications will NOT be considered.*

Recommended: That the sum of £150 be awarded to the FOTHP under Section 137 of the Local Government Act 1972.

132/13-14. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor B E Read and seconded by Councillor R J Lees ;

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 item of business.

133/13-14. RECENT BREAK INS/THEFTS

The Town Clerk detailed the recent break ins/thefts and the burden this had placed on resources, both financial and the work force. Members were also informed of the effort, flexibility and commitment shown by the Council staff, and local contractors, in dealing with the immediate emergency work required to be undertaken as a result of this incident.

Members requested that their gratitude be passed on to those concerned and endorsed the actions taken in dealing with this matter thus far. Members then discussed, in depth, how to proceed with this issue and requested that security advice be sought from appropriate/relevant organisations.

Recommended:

- 1 That the Councils gratitude be passed on to those concerned in dealing with the immediate emergency work required as a result of this incident.
- 2 That the actions taken in dealing with this matter thus far be endorsed.
- 3 That security advice be sought from appropriate/relevant organisations and reported back for members' further consideration.

There being no further business, the Meeting closed at 8.15 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the ANTI-SOCIAL BEHAVIOUR & CRIME SUB-COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 18 SEPTEMBER 2013 at 7.00 PM

PRESENT: Councillor B E Read (Chairman)
Councillor Mrs S P Butterfill
Councillor P M Harman
Councillor Mrs C K Openshaw
Councillor P J Scanlan

ALSO PRESENT: Sara Stapleton, Responsible Financial Officer (RFO)
Christopher Bishop, Police ASB Officer for Dartford
Christine Bates, KCC Community Warden

ABSENT: Councillor Ms L M Cross.

144/13-14. APOLOGIES FOR ABSENCE.

An apology for absence was received and accepted from Councillors' L J Bobby (unwell), P C Harris (work commitments), PC Martin Reynolds, Kent Police (annual leave) and PCSO Rob Shine, Kent Police (shift changes).

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

145/13-14. SUBSTITUTES.

There were none.

146/13-14. 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.

147/13-14. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

148/13-14. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 5 JUNE 2013.

Recommended: The Minutes of the Meeting held on 5 June 2013 were confirmed and signed as a true record.

149/13-14. ANTI-SOCIAL BEHAVIOUR VIA DARTFORD HOUSING SERVICES (DBH).

As the Housing Officer was not present at the meeting and no report was provided.

Recommended: That the item be noted.

150/13-14. DARTFORD BOROUGH COUNCIL (DBC) – MULTI AGENCY MEETINGS.

Councillor Mrs S P Butterfill advised that prior to the meeting she had contacted the Community Safety Unit (CSU) at Dartford Borough Council for an update on any issues relevant to Swanscombe and Greenhithe and was advised that the Housing Officer had been provided with an update, but unfortunately he was not present at the meeting. In addition, she was also advised that there were still issues with nuisance vehicles on Southfleet Road. Members discussed the new format of the Multi Agency Meetings, in that nominated representatives were now invited to attend any of the bi-weekly meetings at Dartford Borough Council as opposed to the previous system of three monthly meetings. Members felt that the new format of the meeting was not allowing for the proper sharing of information required. The Anti-Social Behaviour Police Officer advised that he was based in the CSU at Dartford Borough Council and attended the bi-weekly meetings and would be happy to feedback issues of relevance to the town council from these meetings. He was also agreeable to the town council raising issues directly with him, in order for these to be discussed at the bi-weekly meetings.

Recommended: That the item be noted.

151/13-14. SWANSCOMBE SHOP SAFE SCHEME.

Members were informed that, further to minute 47/13-14, a meeting was being arranged with the appropriate representatives from Dartford Borough Council's Community Safety Unit, the Chairman of the Sub-Committee and Councillor Mrs S P Butterfill. Councillor Mrs S P Butterfill and Councillor B E Read would provide the RFO with their availability after the meeting.

Recommended: That the item be noted.

152/13-14. BEAT OFFICER AND POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.

The Anti-Social Behaviour Police Officer advised members that incidents of nuisance vehicles, burglaries (apart from dwellings) and violence against another person had increased substantially in Swanscombe rather than Greenhithe compared to the previous year. An operation was being planned for the area to try and redress these issues.

Recommended: That the report be noted and that the ASB Police Officer be thanked for attending the meeting.

153/13-14. KENT COUNTY COUNCIL (KCC) COMMUNITY WARDEN'S (SWANSCOMBE AND GREENHITHE) REPORT.

The KCC Community Warden confirmed that they had also seen an increase in anti-social behaviour issues in Swanscombe rather than Greenhithe and that they had been spending a great deal of their time in Swanscombe. The Wardens now had their own car that was being used for youth engagement until 10.30 pm in the evenings. The KCC Community Warden gave members an overview of the various

issues that she had been dealing with. She also advised that the PLA had introduced safety measures on the concrete barge in Greenhithe, which has stopped people being able to gain access to it. She confirmed that the wardens were now visiting Wardona Court for coffee mornings to assist/advise the elderly. She wished to make the council aware that a neighbouring parish was experiencing issues with playground equipment being damaged because it was being used for dog training. She confirmed that the wardens had undertaken more training and as a result had been given more powers and that KCC were re-employing Community Wardens and there would be another three for the area.

Recommended: That the report be noted.

Councillor P M Harman left the chamber at 8.10 pm to attend the Pavilion Committee meeting.

154/13-14. TOWN COUNCIL'S INCIDENT LOG.

Members were provided with a copy of the incidents reported to the Town Council since the last meeting. Members were reminded that the Town Council should be made aware of any incidents reported to the police, in order for them to be added to the incident log. The Responsible Financial Officer asked if the Police had an update in relation to the serious break-in at Swanscombe Park.

Recommended: That the incident log be noted.

155/13-14. CORRESPONDENCE.

The agenda papers included copies of the following documents/information:

- Chance to meet your Neighbourhood Policing Team – Police Contact Points, Greenhithe fortnightly on Saturdays, commencing 14 September 2013. It is PCC initiative. Members discussed this correspondence and although they were very much in favour of the scheme, they were concerned with its location. Members were of the opinion that the mobile police van should be located in the main part of the town which suffered from the highest levels of anti-social behaviour which was Swanscombe and also the fact that it needed to be in central location that was easily accessible by all residents of both Swanscombe and Greenhithe.

Recommended: That a letter be sent to the Police Commissioner for the Kent Police Authority requesting that the location for the vehicle be reviewed for the reasons as discussed.

- News in Kent – Kent Police, summer 2013 issue.

Recommended: That the correspondence be noted.

186/13-14. **DATE OF THE NEXT MEETING.**

Recommended:

That the next meeting be held on Wednesday 15 January 2013 at 7.00pm, unless there was a requirement to call a meeting earlier and that the RFO, when dispatching the agendas to the outside representatives, also asks them to confirm their attendance.

There being no further business to transact the Meeting closed at 8.20 pm.

Signed _____

Chairman

Date

EXTRACT OF MINUTES

TOWN COUNCIL
10 JULY 2013

AGENDA ITEM 7

T/C 17-10-13

106/13-14. **VACANCIES ON COMMITTEES, SUB-COMMITTEES.**

RESOLVED:

That the appointments contained in the report be filled at the next full council meeting.

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COMMITTEES:

❖ RECREATION, LEISURE & AMENITIES COMMITTEE (RLA) – 12 MEMBERS OF THE COUNCIL:

Chairman:	1.	Councillor ██████████
Vice-Chairman:	2.	Councillor K G Basson
Committee	3.	Councillor Ms L M Hall
Members:	4.	Councillor Mrs J M Harman
	5.	Councillor P M Harman
	6.	Councillor Mrs A R Harvey
	7.	Councillor J A Hayes
	8.	Councillor B R Parry
	9.	Councillor B E Read
	10.	Councillor P A Read
	11.	Councillor P J Scanlan
	12.	To be confirmed after co-option ██████████ ✕

❖ PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE (PTE) – 12 MEMBERS OF THE COUNCIL:

Chairman:	1.	Councillor B E Read
Vice-Chairman:	2.	Councillor P J Scanlan
Committee	3.	Councillor K G Basson
Members:	4.	Councillor Mrs S P Butterfill
	5.	Councillor Mrs J M Harman
	6.	Councillor P M Harman
	7.	Councillor P C Harris
	8.	Councillor Mrs A R Harvey
	9.	Councillor J A Hayes
	10.	Councillor V Openshaw
	11.	Councillor B R Parry
	12.	To be confirmed after co-option ██████████ ✕



SUB-COMMITTEES OF THE PTE COMMITTEE:

❖ REGENERATION AND QUALITY COUNCIL – 8 MEMBERS OF THE COUNCIL:

Chairman:	1.	Councillor B E Read	
Vice-Chairman:	2.	Councillor ██████████	
Sub-Committee	3.	Councillor Mrs S P Butterfill	
Members:	4.	Councillor P M Harman	
	5.	Councillor Ms L C Howes	
	6.	Councillor R J Lees	
	7.	Councillor B R Parry	
	8.	To be confirmed after co-option	————— ✕

38. FORWARD PLAN – FINANCIAL RISK ASSESSMENTS.

Further to minute 596, 21 April 2010, members were provided with a copy of the internal auditors report for 2009 – 2010 which stated that the financial risk assessments to date had been found to be "comprehensive and very informative".

The RFO introduced the item and detailed the content of the document.

Members thanked the RFO for her efforts in producing the starting document which they felt was clear, concise and informative.

Members agreed that the best way to progress with this project was for a Working Group to be formed that could look at the document and make submit it's suggestions/findings back to full council for consideration.

It was agreed that the Working Group be made up of the following members:

Chairman of Finance and General Purposes Committee

Councillor K Basson

Councillor J A Hayes

* — Councillor MD G Jackson — *

Councillor R J Lees

The Responsible Financial Officer

RESOLVED:

That a Working Group be formed, with the above membership, and that they report back to the 14 October 2010 Town Council meeting with their suggestions/findings.

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AGENDA ITEM

T/C 17/10/13

8

BANK SIGNATORIES

Current Account <i>(2 x Members plus Town Clerk, RFO or Administration Assistant)</i>	Town Mayor's Account	Town Mayor's Charity Account
1. Cllr X X XXXXX	1. Town Mayor	1. Town Clerk
2. Cllr P M Harman	2. Deputy Town Mayor	2. Responsible Financial Officer (RFO)
3. Cllr Mrs A R Harvey	3. Town Clerk	
4. Cllr R J Lees	4. Responsible Financial Officer (RFO)	
5. Cllr Mrs I A Read		
6. Cllr P J Scanlan		

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Mr G Blew,
The Town Clerk,
Swanscombe and Greenhithe Town Council,
Council Offices,
The Grove
Swanscombe
Kent.
DA10 0GA

AGENDA ITEM 9

PRE 11/9/13
THEN T/C 17/10/13

4th September 2013

By E Mail.

Dear Mr Blew,

Planning application at Knockhall Road by Landhold Capital.

Firstly please accept my thanks for setting up the meeting on 19th August at the Town Council at such short notice with Cllr Read and his colleagues to discuss the above.

As a result of that very useful discussion I offered to write to the council in time for their meeting on 11th September setting out some suggestions that we felt might be available as opportunities to move matters forward. I trust that you will be able to include this letter on the agenda for the 11th September meeting.

Cllr Read explained the current circumstances at the Knockhall Road playing fields. He pointed out the impact the loss of the use of the pitches at the Primary school in Eynesford Road places was having which requires re-planning at the Knockhall Road pitches to provide a further mini pitch.

Understanding the current issues at Knockhall Road playing fields is helpful and we hope our scheme might offer the chance to improve things. We would ask the Town Council to consider the suggestions below in an attempt to strike a balance.

We would ask that the committee consider in principle at this stage, the following possibilities:-

- A contribution to providing improved changing facilities at Knockhall Road.
- A contribution to be used to provide improved access on to the site from Knockhall road.
- A contribution to improve the equipped play areas at Knockhall road in lieu of providing a natural woodland play area at our site.

We would stress that not all the above ideas could be accommodated, since the Dartford Borough Council will also require the scheme to contribute toward other requirements under the S 106 Agreement, but we wish to understand the priorities of the Town Council. Equally we would ask that the Council confirm in principle that they are prepared to undertake the management of the open space created by our scheme subject to agreement on that element.

We believe our proposal at Knockhall Road will make a positive benefit to the area by providing better facilities for the Bowls club including increased onsite parking , the delivery of informal open space and a new connection from the existing footpath through our site to a footpath link with the Knockhall Road sports ground

We hope that our suggestions can be discussed at the forthcoming meeting on 11th September and look forward to the council' s response.

Kindest Regards,

A handwritten signature in black ink, appearing to read 'Robert Taylor', is written over a dark, irregular scribble.

Robert Taylor
Associate Strategic Land Director

Direct Dial: +44 (0)20 7016 5468

ITEM	COST PER YEAR	COST FOR 20 YEARS
1 x member of Parks Dept. 6 hours / week for safety inspection 1 day a week for grounds maintenance	£8,000 / year + 25% for Pension and NI = £10,000 / year	£200,000
1 van (1 required every 10 years) plus MOTs, services and parts.	£20,000	£40,000
1 strimmer (1 required every 5 years)	£700	£2,800
1 mower (1 required every 5 years)	£700	£2,800
1 hedge trimmer (1 required every 5 years)	£500	£2,000
Misc. hand tools (every 5 years)	£200	£1,000
Re-tarmac footpaths		£40,000
Street Lighting	£168.57 / year to add 10 £337.14 / year to add 20 £505.71 / year to add 30	£10,120 (if 30 new columns)
Tree surgeon (2-3 days / year)	£3,000	£60,000
Misc fuel and services/parts for equipment	£1,000	£20,000
Admin / inflation contingency	£1,064	£21,280
TOTAL		£400,000

DRAFT

139/13-14. **KENT COUNTY COUNCIL (KCC) – PARISH AND TOWN COUNCIL SEMINAR – 4 OCTOBER 2013.**

Recommended: That, workload permitting, the Town Clerk attends the seminar on 4 October 2013.

140/13-14. **INFORMAL MEETING WITH DEVELOPER OF EASTERN QUARRY.**

The Chairman apprised members of the meeting with the developer and the Planning Officer (DBC) on 14 August 2013.

Members were asked to consider 2 members of the Planning, Major Developments, Transportation & the Environment Committee to be the council's representatives on the Eastern Quarry Liaison Group. After discussion it was agreed that Councillor Mrs S P Butterfill be one representative and that this item goes to the next meeting of the Planning, Major Developments, Transportation & the Environment Committee for the other representative.

Recommended: That Councillor Mrs S P Butterfill be one representative and that this item goes to the next meeting of the Planning, Major Developments, Transportation & the Environment Committee for the other representative.

141/13-14. **INFORMAL MEETING WITH THE DEVELOPER OF LAND AT KNOCKHALL ROAD (EMPIRE BOWLS CLUB SITE).**

The Chairman apprised the committee of the meeting held on 14 August 2013. Members were informed that this item would need to go to the Full Council meeting on 17 October 2013 for consideration.

Recommended: That this item would need to go to the Full Council meeting on 17 October 2013 for consideration.

TOWN PLANNING:

142/13-14. **MEMBERS WERE ADVISED THAT THE FOLLOWING PLANNING APPLICATIONS HAD BEEN RECEIVED FROM DARTFORD BOROUGH COUNCIL AND, IN ACCORDANCE WITH MINUTE 70/13-14, HAD BEEN DEALT WITH DURING SUMMER 2013 RECESS.**

DA/13/00720/REM

Submission of Reserved Matters pursuant to Conditions 2 and 25 of Planning Permission DA/12/1451/EQVAR for erection of 150 three and four bedroom dwellings and submission of details relating to Sustainable Construction (Condition 23), Water Conservation Plan (Condition 24) and Fibre Optic Connections (Condition 30) pursuant to

Section 3 – External auditor certificate and opinion 2012/13

AGENDA ITEM 10.
T/C 17/10/13

Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2013 of

SWANSCOMBE & GREENHITHE TOWN COUNCIL

Respective responsibilities of the council and the auditor

The council is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The council prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2013; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.

External auditor report

(~~Except for the matters reported below~~)* on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (~~delete as appropriate~~).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the council:

Certified Copy

(continue on a separate sheet if required)

External auditor signature 

External auditor name **PKF Littlejohn LLP** Date **23-9-13**

Note: The auditor signing this page has been appointed by the Audit Commission and is reporting to you that they have carried out and completed all the work that is required of them by law. For further information please refer to the Audit Commission's publication entitled *Statement of Responsibilities of Auditors and of Audited Small Bodies*.

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T/C 17/10/13

Issue 371

August 2013

Serving Parish & Town
Councils in Kent

THE PARISH NEWS



August is generally a quiet month for most of our membership, with holidays and time off from Council business being the general focus of many people who are involved with our communities. The Parish News is a little later off the press than is normal at this time of year. We have had a very busy time at our offices, not least because of our long anticipated move to new premises. As most of you will know, we finally relocated on 4 July 2013. We hope that our move did not inconvenience our members too much and that you were able to contact us when you needed to.

So we started the month of July in our new "home" and we are slowly getting used to being in Dover, rather than Folkestone, where we were traditionally based for so long. Our new base is very light, airy and modern, and has all the mod-cons that we were missing in Westcliff Gardens! Naturally there are still a few things that need tweaking to make our new quarters exactly as we would like them, but that will come soon enough now that we are all back at work together.

The most important information for you is, of course, our details. We are now based in Dover District Council's offices and here is everything you should need in order to contact us:

KENT ASSOCIATION OF LOCAL COUNCILS

Dover District Council Offices

White Cliffs Business Parks

Whitfield

Dover

Kent

CT16 3PJ

Tel 01304820173 Fax 01304820174

Email kaic@btconnect.com Web: www.kentalc.gov.uk

Training Matters and Dates For Your Diaries



Our Councillors' Conference on 13 July 2013, held at Petham Village Hall, was well received and seemed to be a success. A new venue, new caterers and new speakers added up to an appealing and informative day for our delegates.

Our schedule picks up speed from September, and we are running our popular *Dynamic Councillor* module at *New Romney Town Hall on 23 September*. Bookings can be made [here](#), directly via our website. This is an ideal opportunity for new councillors to learn more about their role in the community, but is also a good refresher for those officers who have been in the post for some time.



You should also make space in your diaries for the following Conferences, which take place in the Autumn:

- 2 October - **Chairmanship Conference**, Lenham Community Centre
- 2 November - **Finance Conference** Kings Hill Community Centre.

The Chairmanship Conference is [now available for booking](#) and as these events do prove extremely popular amongst our membership, you are advised to book your spaces promptly!

As usual, further conferences and modular training will take place throughout the autumn and winter months, and we will detail those events in our next issue of the *News*.

Vacancies and New Members to the Association

The Association would like to extend a warm welcome to new member Councils in 2013/2014. Sandwich Town Council has now joined our ranks as has Capel Le Ferne Parish Council and Warden Bay Parish Council. This brings our membership up to three hundred member Councils, which is an Association record.

There are some clerks' vacancies that have arisen locally and details of all of those can be found [here](#).

Our "Meet the Commissioner" Events...

Kent
Police & Crime
Commissioner



Mrs Ann Barnes, Kent's Police and Crime Commissioner, attended two events hosted by KALC in July. A representative from Kent Crimestoppers also attended, along with the Chairman of the Crime Rural Advisory Group. Both events were well attended, with Mrs. Barnes and other speakers answering questions from the floor as well as the two presentations from the invited speakers.

Mrs Barnes has now written to us following her attendance at Kings Hill and Hawkinge, and the text of that letter is included here for the attention of our members:

'Parish and Town Councillors have a special place in my thoughts. You are closer to what's really happening in your areas than every other locally elected representative. Whoever said, 'All politics is local' was so right! You will get the feeling and a reaction on the issues that matters the most – the grassroots.

'That's why I made a particular point of inviting as many Parish and Town Councillors

to my Oath taking ceremony last November. With over 300 Parish and Town Councils across the County, it's quite difficult for me to visit every one individually. That's why I'm so grateful to KALC for helping



me meet representatives from groups of Councils.

'I've attended two of these 'cluster' meetings in recent weeks, the first in Kings Hill, and the second in Hawkinge. I greatly enjoyed both and I can never get enough of the high quality feedback that you give me at those meetings. In the meantime, I have two requests to make of you. First, please help me by spreading word of my new Mobile Police Contact Points or Mobile Police Stations as I call them. I need you to go along and for you to give me honest feedback on if they are working in your local area. You can see details of their locations on my website www.kent-pcc.gov.uk

'You don't need a specific

reason – just go and introduce yourself and then spread the word to as many of your local residents as possible.

'Second, please sign up to my e-newsletter and have your say in one of my polls.

'You are the voice of local people and you can be assured that I value your role and contribution to our communities. I will be attending the KALC AGM in November and I look forward to meeting you all in the future.'

For those of you who would like more information on the work of Kent Crimestoppers and the Crime Rural Advisory Group, their presentations are available for download on our website in the [Learning and Development](#) section.

Kent Fire and Rescue - Working With Your Community

Kent Fire and Rescue Service (KFRS) is working with rural communities to raise awareness of fire safety risks associated with country living. Community safety officers and KFRS volunteers have been talking with parish councils and local groups about some of the challenges faced in rural areas while highlighting the free advice and services available to residents.

Focus on hydrants

Incidents in rural locations can take emergency services longer to reach, so when firefighters arrive at the scene of a fire it is important that they can locate fire hydrants.

While KFRS works hard to ensure hydrants are maintained and it has plans in place to help fire crews find hydrants in an emergency, local people are being asked to do their bit to help by reporting any issues they see.

Hydrant locations should be marked by a clearly visible yellow 'H' post and/ or painted road marking and the hydrant cover should also be visible. As hydrants tend to be on verges they often become hidden under vegetation or hedge growth and occasionally they can



Kent Fire & Rescue Service

get damaged by vehicles or buried under mud when ditches are cleared.

Where possible, arranging regular voluntary visual checks within the parish can ensure hydrants remain visible. Any activity that helps fire crews locate a hydrant in a hurry could help save a life.

In addition, KFRS is asking local residents to get in touch with its water services team to let them know about any alternative open water resources in their area e.g. ponds, swimming pools, reservoirs that could be used in the event of there being a low supply of mains water at an incident.

Please contact KFRS water services on 01622 692121, extension 2391 or email water.services@kent.fire-uk.org.

Appeal for community volunteers

Kent Fire and Rescue Service are seeking to recruit community volunteers who

have an interest in helping it deliver safety messages throughout Kent and Medway.

Volunteers will not carry out any operational fire safety duties but will assist in engaging with the community to promote safety awareness and the services offered.

If you are interested in applying to become a community volunteer, please contact KFRS volunteers coordinator Karen Garrett on

volunteering@kent.fire-uk.org or by phone on 01622 692121, extension 6672.

More information about KFRS's free advice and services is available at

<http://www.kent.fire-uk.org>

Sevenoaks Puts its Town On The Map

The town of Sevenoaks and its Council had a very busy day on Saturday 22 June. It was the launch of its Summer Festival and as part of that launch, was the introduction of the "Vintage Bus Service". The Town Council is hoping that the route will encourage visitors to the town centre and therefore provide a much needed injection into the local economy there.

The scheme was funded by a £10000 government grant that was awarded to the Town Partnership after its bid to become one of the Portas Pilot Towns was unsuccessful.

As part of the unveiling, Brandon Lewis MP and Cllr Ken Browse, Chair of the National Association of Local Councils visited the town and endorsed the new bus route. The Mayor of Sevenoaks, Town Councillors, the Town Clerk and the KALC County Secretary also attended the event.

Councillor Browse remarked that "The work of Sevenoaks Town Council is a brilliant example of how our local (town and parish) councils around the country are supporting all of sectors of the community including the private sector."

Certainly, the Town Partnership has been working together with a wide range of people in the local community since its inception in 2011. The main aim of its work is to make the town a prosperous, vibrant and attractive place to live, work and visit. The bus service is one such initiative and the Town Council hopes that it will circulate footfall around the area, and therefore enhance the local economy.

Further details of the bus service can be found [here](#) - so the next time you go to Sevenoaks, try visiting it on their No 7 vintage bus!



Linda Carter, Richard Parry, Brandon Lewis and Ken Browse at the Bus Launch...

Frindsbury - Coming Out to Play!

As of 2 August, Wainscott Recreation ground, in the parish of Frindsbury Extra, boasts new play areas for the enjoyment of local toddlers and under 5s in the neighbourhood. The facilities were opened by Mark Reckless MP, the Mayor of Medway, and David Coomber, Chairman of the Parish Council. Christine Evans from National Grid and James Moody, managing director of Crest Nicholson were also present.

The focus then shifted to a second play area in nearby Wainscott Fields, part of a new housing development in the village, where a multi use games area has been set up for the older childrens use. The manufacturer of the equipment hired a free-style footballer to entertain the future users of the facilities, which all lent to the



positive publicity for the project.

The funding for the Games Area was

secured by applying for a partial grant from Sport England, who are keen to promote our Olympic Legacy. Frindsbury Extra Parish Council were extremely lucky to have won their bid, and this meant that the total cost of the project was reduced quite considerably.

Furthermore, the developers of the new housing estate had made provision for a ball court as part of the planning process. This meant that an ideal space was available and the developers were happy to pass ownership over to the Parish Council, and provide a substantial grant to enable the

project to go ahead. The toddlers playground was funded by a community grant from the National Grid, some input from Crest Nicholson - the building company who developed the housing estate - and Medway Council.

Everyone agrees it's a worthwhile project which means that the young people of Frindsbury can play and socialise safely, and actually get some fresh air in the process too!

The village really will be coming out to play this summer!



Kent Country Parks - Natural Beauty on Your Doorstep...

Our Kent Country Parks are home to many of the South East's finest areas of outstanding natural beauty. From family fun to team building, we've got something for everyone.

From ancient woodlands to lazy riverbanks, enjoy the perfect day out.

Group visits and room hire - with activities for all, great

food and the perfect countryside setting, we can tailor a group visit to suit your business.

Birthday Parties - Take away the stress of planning with one of our exciting outdoor birthday parties for children.

Outdoor learning and fun - We've got loads on offer for schools, early years groups

and youth organisations.

To find out more go to ;- http://www.kent.gov.uk/leisure_and_culture/countryside_and_coast/parks_and_open_spaces/kent_country_park

Children's Centres in Kent - Make Sure You Have Your Say!

Kent County Council is currently reviewing the way in which its Children's Centres



operate. They have put together a proposal for how Kent's Children's Centres can work sustainably in the future, and want to know what you think. A consultation on this proposal will be taking place between 4th July and 4th October 2013.

The Council's priorities are to continue to deliver universal frontline services across the County, to provide targeted provision to those children and their families who need it most, and to do this within the resources available. Significant savings of £1.5 million are needed because of a reduction in public funding.

The proposal they have put together sets out how the available money can be focused

more on actual services for children and their families, and less on running buildings and other overhead costs. It does this while maintaining the overall accessibility of services and support for those with the most need.

They are consulting on one proposal which includes;

1. Reducing the number of Children's Centres
2. Linking Children's Centres to reduce management and administrative costs
3. Reducing hours at

some Children's Centres

If you want to contribute to the consultation, please go to www.kent.gov.uk/childrenscentres, and read the document we have put together. There is also a survey where you can tell the Council what you think, which is really important in shaping the future of Children's Centres in Kent.

If you have any questions please visit your local Children's Centre, email Kent County Council at cc.consultation@kent.gov.uk or phone 0300 3335540."

Later Life in Rural England... Age UK's report

Age UK, Britain's charity organisation that looks to promote the welfare of our older people, recently produced a report on the specific challenges faced by senior citizens in rural areas. Called "[Later Life in Rural England](#)", the report has covered

issues that concern the older community, especially those who live in very rural areas - a cause that directly affects many of our local councils. The report certainly makes interesting reading, and highlights the problems and concerns that may or may

not affect older people in your communities. The report is a starting point for change in our society, that Age UK will continue to promote and highlight in the months ahead.



Kent Association of Local Councils
Dover District Council Offices
White Cliffs Business Park
Whitfield
Dover
Kent
CT16 3PJ
Tel 01304820173
Fax 01304820174

Email: kalc@btconnect.com

Second that Motion!

KALC is looking for motions from individual member Councils and Area Committees for the Annual General Meeting that will take place on Saturday 23 November 2013. One of the important aspects of the AGM is the quality of the motions put forward for debate. We have had a number of successes in recent years - from speed limits to legal procedure. Please direct your draft motions to our county by 20 September 2013. Many thanks in advance for your help.



[www.kentalc.gov.uk]

The 4th Edition of the Good Councillor's Guide has now been published. You will all receive a free copy from us in due course. Extra copies will be available at the price of £2.50p

**THE PARISH AND TOWN COUNCIL FORUM
AGENDA ITEM**

July 2013

12

OBJECTIVE

Dartford Borough Council's Parish and Town Council Forum (The Forum), aims to provide a two-way communication between Dartford Borough Council and the Parish and Town Councils within the Borough.

INVITEES TO THE FORUM

The Forum shall consist of:-

* [Two representatives from each Parish/Town Council, one of whom must be an elected Member. The second representative may either be the Parish/Town Clerk or another elected Member.] *

The Leader of the Borough Council and Cabinet Members. Borough Council Lead Members, where their input will assist discussion of items on the Agenda.

ARRANGEMENTS

Matters will be determined on a consensus basis and there will be no voting rights.

The Leader will nominate the Chairman. The Chairmanship will alternate between Borough and Parish/Town elected members, annually.

Forum meetings will be hosted and serviced by the Borough Council.

Items for the Agenda, to be submitted to the Borough Council's Members Services Section, by the Borough/Parish/Town Councils.

T/C 17/10/13



27 September 2013

Dear Colleagues

I believe the recent dissolution of the Dartford Association of Parish & Town Councils (DAPTC) offers a useful opportunity to refresh the really valuable communication between our two tiers.

The Borough Council would greatly value a forum for the exchange of information between our councils and I think it is widely accepted that meeting together has provided a useful platform to hear from external guests and presenters who otherwise might not be able to visit individual Councils.

The Leader has therefore asked me to extend a warm invitation to your Council to attend the inaugural meeting of the Borough and Parish Forum, something we hope will become a regular and worthwhile gathering for the two tiers. The Forum is an informal, non-voting, non-decision making body which I hope will prove to be a really useful opportunity for us to discuss issues of common interest. Invitations are extended to two attendees from each local Parish or Town Council, one of whom may be a Clerk. Borough Council attendees will include the Leader, Deputy Leader and members of the Cabinet. We will also make efforts to ensure the attendance of Borough officers and Lead Members when their attendance would be useful for particular agenda items.

The Borough Council is pleased to host The Forum at the Civic Centre which seems generally accepted as a meeting place convenient for both attendees and external guests/presenters. We will also be pleased to provide the secretariat services to produce agendas, arrange meetings, handle correspondence and liaise with guests and presenters. The Forum will not be formally minuted so we will try to ask guest presenters to provide copies of information to attendees whenever possible.

The Borough Council will appoint a Member to be Chairman and we invite Parishes to appoint a Parish Councillor to be Vice-Chairman. The Leader has invited me to be Chairman, which I am pleased to do, and I have made a working assumption that Iris Gutteridge, lately Chairman of the DAPTC, will be the inaugural Vice-Chairman. Going forward, it would be for the Parishes alone to reach consensus about the appointment of a Vice-Chairman.

I hope to see your Council's attendees at our inaugural Borough and Parish Forum and, to get us started, I am pleased to enclose a first agenda which has been agreed between Iris and me.

Warm regards


Cllr Ann Allen

December 2013				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4 • PTE	5	6
9	10	11	12	13
16	17	18	19 • Town Council	20
23 H/T	24 H/T	25 BANK HOLIDAY	26 BANK HOLIDAY	27 H/T
30 H/T	31 H/T			

January 2014

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 BANK HOLIDAY	2 H/T	3 H/T
6	7	8	9	10
13	14	15	16 • FGP and Special T/C	17
20	21	22 • PTE	23	24
27	28	29	30	31

Pantstemon Drive
Swanscombe
Kent
DA10 0GA

info@swanscombememorial.co.uk

www1swanscombe

T 01474 611111

AGENDA ITEM 17

T/C 17/10/13

27 September 2013
The Mayor
Swanscombe & Greenhithe Town Council
The Grove
Swanscombe
Kent DA10 0GA

Dear Councillor Cross,

Could I ask that my thanks are formally passed on to the town clerk, Mr Graham Blew, for all the assistance he has recently given me?

I contacted Mr Blew last week to ask if he could publicise a project I am undertaking via the Swanscombe & Greenhithe Town Council Twitter feed. The project is an online memorial to the men of Swanscombe who died during the first world war. Mr Blew responded to my request immediately and within no time at all, a 'tweet' went out from the S>C account. I was very happy that my request had been fulfilled.

I was pleasantly surprised when I subsequently contacted by three local newspaper groups who Mr Blew had contacted on my behalf, all of whom expressed an interest in running a story about the project. You may be aware that a large article was run in the Gravesend Messenger yesterday (26th Sept 2013) and this was as a direct result of Mr Blew's actions.

He has also very kindly added the project onto the town councils website under the local news section.

Mr Blew's assistance has been exceptional and I feel his efforts should be brought to the attention of the rest of the councillors as I suspect that whilst many people are quick to complain, not so many are prepared to acknowledge all the good work that goes on within the council.

Sincerely yours,



Chris [redacted]

Project Director, Swanscombe Memorial.

Help to tell stories of those who fell in First World War

by Thom Morris
tmorris@thekmgroupp.co.uk
@ThomMorris

An online memorial to the men of Swanscombe who made the ultimate sacrifice during the First World War has been set up.

The website has been created by Chris Bateman, 41, who plans to include a biography of each person.

The father of two is now asking for help from relatives and friends of the men who can supply further information and photographs.

Mr Bateman, who lives in Pentstemon Drive, Swanscombe, said: "Whilst visiting Connaught Cemetery on the Somme some years ago, I discovered the grave of Pte John Anderson, a Swanscombe man killed during the battle of the Somme."

"On my return, I went to find the war memorial only to discover that unlike many other town war memorials, there are no names inscribed on it."

Fighting

"I decided to research all the men of Swanscombe who gave their lives in the First World War and create a permanent online memorial to them."

"The irony is that the Swanscombe war memorial states 'their names liveth forever more' yet very few people know who 'they' were."

The population of Swanscombe during the 1911 census was nearly 8,000 with 1,556 households within the parish. The current population has nearly doubled to almost 16,000.

The First World War began on July 28, 1914 and continued until November 11, 1918. Millions of people perished during the fighting.

Civil servant Mr Bateman added: "I have photos, stories and medals belonging to my great-grandfathers who served in the war so I thought that there must be relatives of those who died still living in the area with the same."

"Hopefully, they may come forward and I can add that information to their relative's biography."

"On the approach to the centenary of the outbreak of the First World War, I felt it was important not to forget these men."

If you can help, email info@swanscombememorial.co.uk and to find out more visit www.swanscombememorial.co.uk

Lest we forget

Ainsley, Arthur Edmund
Anderson, John
Arrows, Arthur
Agiwari, Archibald Stanley
Baker, Richard
Barden, Henry
Bartlen, Percy
Bartoe, Leonard
Bare, Cecil
Bare, William Mosebury
Borham, Walter
Barnes, Leonard
Bartholomew, Percy
Berriman, George C
Bobby, Herbert Charles
Dobby, John
Doxie, Arthur
Bones, William
Bowen, Wilfred Stanley Thomas
Bridger, Ernest Reginald
Bright, Samuel John Robert
Broad, Charles N
Broad, Edward
Broad, Thomas
Brown, Job
Busby, John
Butchard, Robert A
Chandler, Stanley
Clark, Ernest
Collins, George Albert
Couchman, Thomas R J
Croscher, William Robert
Crust, George
Danzey, Henry
Derge, Harry Thomas
Day, Rivey Arthur
Down, John Henry
Dunnall, Henry J
Edwards, George Alfred
Eden, Frederick George
Eynas, George

Furner, George
Flexon, Henry George
Flint, Robert
Farranan, Harold James
Gatfield, Russell W G
Gilbert, Horace Leonard
Giles, John Thomas
Godwin, Charles Thomas
Goxwin, Thomas
Gray, Henry
Green, Robert
Greenfield, W G
Groombridge, Stephen R
Gurr, John
Hartly, Edward William
Harris, Albert James
Headley, Joseph
Headley, William
Hudson, Frederick
Humble, Donald
Jackson, Percy Frederick
Jarvis, Thomas
Jessup, Harold
Lerner, Reginald
Leff, William
Lusford, Albert
Malson, Frederick
Manning, James Vincent
Martin, Hubert
Medhurst, Francis Henry
Mercer, Stewart W
Moss, George Thomas
Newdick, Herbert Edwin
Outred, Harry
Oveas, Harry
Palmer, Charles William
Pearmain, J J
Pennell, Charles
Phillips, Ernest
Piper, James
Plummer, William

Pull, Owen E
Price, Frederick
Raven (Bouen), William H
Robinson, Frank
Robinson, Henry
Robinson, William Francis
Roots, Charles William
Russell, Arthur
Saden, George, Ernest
Sette, Arthur, William
Simmons, John Henry
Skews, Nelson
Smith, Alfred Leonard
Smith, Percy
South, Arthur
Stevens, Louis
Stone, Alfred Richard
Stoneham, Harry
Street, Harry George
Sullivan, William
Tinsler, Frederick
Tucker, John
Turner, George
Turner, William
Vine, George Frederick
Walker, Frederick Wood
Walter, Robert
Walter, William Robert
Weller, Henry Charles
White, George Joseph
White, John
Woodger, Arthur