

TOWN COUNCIL
16 FEBRUARY 2017

T/C 27/4/17

MINUTES of the MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 16 FEBRUARY 2017 at 7.00 PM

PRESENT:

Councillor B E Read (Town Mayor)
Councillor Ms L M Cross (Deputy Town Mayor)
Councillor Mrs A E D Barham
Councillor Ms L M Hall
Councillor P M Harman
Councillor P C Harris
Councillor J A Hayes
Councillor K M Kelly
Councillor Mrs M B Kelly
Councillor R J Lees
Councillor D J Mote
Councillor B R Parry
Councillor A S Reach
Councillor Mrs I A Read
Councillor S J Ryan

ALSO PRESENT:

Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT:

Councillor Mrs L Manchester

437/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' K G Basson, Mrs S P Butterfill, Dr J M Harman and Ms L C Howes.

438/16-17. 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.

439/16-17. MINUTES OF THE MEETING HELD ON 15 DECEMBER 2016 AND THE SPECIAL MEETING HELD ON 12 JANUARY 2017.

RESOLVED:

That the Minutes of the Meeting held on 15 December 2016 and the Minutes of the Special Meeting held on 12 January 2017 be confirmed and signed as a true record.

440/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk informed members of the following:-

Community Building Manager (EDC) had requested a meeting with the Town Clerk and Assistant Town Clerk which had taken place on 8 February 2017 and as a result he had been taken on a walk around the area to show him some of the PROW footpaths, the closed bridge on DS6 etc.

The EDC were holding a public event covering travel & transport in the Heritage Community Hall on 27 February 2017.

Quinn Estates (developer) were holding a public consultation event regarding the proposed development entitled "Little Hithe" in the Greenhithe Community Centre on 4 March 2017.

Mr Christoph Bull would be holding a pre-launch event for the new Guide Book to St Peter & St Pauls Church in the Community Café, Church Road on 18 April 2017.

441/16-17. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION & THE ENVIRONMENT COMMITTEE MEETINGS HELD ON 21 DECEMBER 2016, 18 JANUARY 2017 and 8 FEBRUARY 2017.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meetings held on 21 December 2016, 18 January 2017 and 8 February 2017 be confirmed and the recommendations made therein be adopted.

442/16-17. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 2 FEBRUARY 2017.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 2 February 2017 be confirmed and the recommendations made therein be adopted.

443/16-17. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 12 JANUARY 2017.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 12 January 2017 be confirmed and the recommendations made therein be adopted.

444/16-17. MINUTES OF THE ANTI-SOCIAL BEHAVIOUR & CRIME SUB-COMMITTEE MEETING HELD ON 11 JANUARY 2017.

RESOLVED:

That the minutes of the Anti-Social Behaviour & Crime Sub-Committee meeting held on 11 January 2017 be confirmed and the recommendations made therein be adopted.

445/16-17. MINUTES OF THE HERITAGE PARK/SKULL SITE SUB-COMMITTEE MEETING HELD ON 17 JANUARY 2017.

RESOLVED:

That the Minutes of the Heritage Park/Skull Site Sub-Committee meeting held on 17 January 2017 be confirmed and the recommendations made therein be adopted.

446/16-17. MEDIA POLICY.

Members thanked officers for providing the draft Media Policy and suggested a minor amendment which was subsequently agreed.

RESOLVED:

That the Media Policy, including the minor amendment, be adopted.

447/16-17. EXTERNAL AUDITOR CERTIFICATE AND OPINION 2015 – 2016.

Further to minutes 165/16-17, 192/16-17 and as required by the Accounts & Audit Regulations (refer para 20 SI 2015 No.2034), members considered the external auditor annual letter/report.

RESOLVED:

That, as required by the Accounts & Audit Regulations (refer para 20 SI 2015 No.2034), the external auditors report/letter be noted

448/16-17. REVIEW OF FINANCIAL REGULATIONS.

Members were informed that the Audit Commission Act 1998 had been replaced by (Statutory Instrument 2015 No. 234) the Local Audit and Accountability Act 2014 which required the amendment of the Financial Regulations.

RESOLVED:

That the Financial Regulations be amended as detailed in the report.

449/16-17. INTERNAL AUDITOR'S INTERIM REPORT FOR THE 2016 – 2017 FINANCIAL YEAR.

Members were pleased to receive the first interim report from the new internal auditor and noted that as well as all the financial records being accurate and up to date there was nothing major found in the audit and that the Town Council's record keeping was of a good standard and the Town Council's approach to the management of risks was sound.

RESOLVED:

That the internal auditor's interim report for the 2016 – 2017 financial year be noted.

450/16-17. INSURANCE CLAIM/S – UPDATE.

Members were informed that the following claim/s had been settled:

Claim Ref: 27160000615Z - damage to Council Office Community Hall windows - this claim incurred a £250.00 excess.

RESOLVED:

That the item be noted.

451/16-17. CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)).

Further to minutes 385/16-17 and 420/16-17 members were asked to consider suitable projects for submission to this year's scheme.

RESOLVED:

That the item be noted.

452/16-17. 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.

Bluewater Forum (BF).

The Town Mayor or agreed substitute is the Town Councils representative on the BF. As previously agreed the agenda for the 26 January 2017, including the minutes for the 24 November 2016 meeting were available in the Chamber for inspection.

Elders Forum – Dartford Borough Council (EF)

Councillor Ms L C Howes is the Town Councils representative on the EF. As previously agreed the agenda for the 24 February 2017 meeting was 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.

Councillor P C Harris updated members which included:

*The AGM had taken place on Wednesday 15 February 2017;
No Resident Director had been elected at the AGM and this would now be resolved at a further meeting on 16 March 2017;
New Auditors have been appointed for the financial year;
Both the adoption of Tiltman Avenue and the opening of the Community Centre were discussed during the AOB section of the AGM.*

Kent County Councillor P M Harman confirmed that Tiltman Avenue would shortly be designated 'On Maintenance' which would allow Fast Track to begin running buses along the new route.

453/16-17. REPORT FROM KENT COUNTY COUNCILLOR.

Kent County Councillor P M Harman gave a verbal update which included:-

- *The Budget meeting had taken place on 9 February 2017 where it had been agreed to set a 1.99% + 2%, for Social Care, increase to the KCC part of the Council Tax;*
- *His attendance at recent Planning and Security Committee meetings;*
- *Recent grants had been awarded and it confirmed that P M Harman had allocated £10,000 of funding, to match that of both the Town and the borough Councils towards the Eagles Road play area project.*

RESOLVED:

That the item be noted.

454/16-17. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

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

At a recent Crime and Disorder meeting the subject of Public Space Protection Orders (PSPO's) was discussed. It was planned to place one in Dartford Town Centre and then consider one for Crossways Boulevard in relation to anti-social driving. It was confirmed that existing Alcohol Free Zones would expire in October but there would be a period of grace whilst potential PSPO's could be considered.

Members confirmed that a Local Government Boundary Commission review was due this year which would cover Borough Council boundaries and wards.

RESOLVED:

That the item be noted.

455/16-17. SEALING OF DOCUMENTS.

There were none.

456/16-17. TOWN MAYOR'S ANNOUNCEMENTS.

The Town Mayor reminded members of his Civic Night on 1 April 2017.

The Town Mayor confirmed he had been invited, and would be attending, the 3rd Anniversary of the Senior Lunch Club.

457/16-17. QUESTIONS.

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

There being no further business to transact the Meeting closed at 7.35 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 1 MARCH 2017 AT 7.00PM

PRESENT:

Councillor B E Read (Chairman)
Councillor B R Parry (Vice-Chairman)
Councillor K G Basson
Councillor P M Harman (substituting for Councillor Dr J M Harman)
Councillor K M Kelly
Councillor D J Mote
Councillor S J Ryan

ALSO PRESENT:

Councillor R J Lees
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT:

Councillor Mrs A E D Barham

458/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' P C Harris, Dr J M Harman, J A Hayes, Ms L C Howes and A S Reach.

459/16-17. SUBSTITUTES.

Councillor P M Harman substituted for Councillor Dr J M Harman.

460/16-17. 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.

461/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk reiterated the contents of his previous email and advised members that Quinn Estates (developer for "Little Hithe" - site adjacent to BT Exchange, London Road) had agreed to meet with members on 16 March 2017 to discuss the feedback from their public exhibition being held on 4 March 2017.

462/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2017.

Recommended:

The Minutes of the meeting held on 8 February 2017 were confirmed and signed.

TOWN PLANNING:

463/16-17. PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' OBSERVATIONS.

DA/17/00183/FUL	Provision of bi-fold doors to replace existing door and window on rear elevation. 4 Frobisher Way Greenhithe Kent DA9 9JN.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
EDC/17/0020	Reserved matters application (details relating to access appearance, landscaping, layout and scale) for the erection of 42 dwellings (comprising 27 x 2 bed; 13 x 3 bed; and 2 x 4 bed) together with associated landscaping and submission of details relating to Broadband Action Plan pursuant to conditions 2, 25 and 30 of outline application 12/01451/EQVAR. Land at Eastern Quarry, Southfleet Road, Swanscombe.
OBSERVATIONS:	No observations.
EDC/16/0113 17/00258/EDCCON	Submission of Reserved Matters of siting, design, external appearance and landscaping, pursuant to conditions 2, 19, 20, 26, 36 and 43 of outline planning permission DA/05/00308/OUT for Phase 2 development of 191 residential units including details of streets, buildings and structures, materials, open space, car parking, noise and drainage. Former Northfleet West Sub Station Southfleet Road Swanscombe Kent.
OBSERVATIONS:	No observations.
EDC/17/0014	Application for the approval of condition 6 attached to planning permission reference no. DA/08/01543/FUL relating to landscaping scheme and landscaping management plan. Ingress Park Site, Ingress Park Avenue, Greenhithe.
OBSERVATIONS:	No observations.

EDC/17/0021 17/00257/EDCCON	Application for the approval of condition 18 attached to planning permission reference no. DA/05/00308/OUT relating to an affordable housing strategy. Former Northfleet West Sub Station, Southfleet Road, Swanscombe.
OBSERVATIONS:	No observations.
DA/17/00320/COU	Change of use from a single residential dwelling (Use class C3) to mix use for part nursery (Use class D1) and part residential dwelling (Use class C3). 2A Stanley Road Swanscombe Kent DA10 0HZ.
OBSERVATIONS:	Members have concerns with the increased traffic volumes and parking requirements that the proposed change of use could generate. Members would also like to seek confirmation that the proposal would meet the Ofsted required standards for the change of use.
EDC/17/0007	Installation of a temporary waste water tank (retrospective). Eastern Quarry, Watling Street, Swanscombe.
OBSERVATIONS:	No observations.
EDC/17/0025	Reserved Matters application for the construction of 138 dwellings and car parking, along with associated landscaping, infrastructure and earthworks at Parcel A, Phase 2, Castle Hill. Parcel A, Phase 2, Castle Hill, Eastern Quarry, Watling Street, Swanscombe.
OBSERVATIONS:	No observations.
EDC/17/0024 17/00326/EDCCON	Submission of reserved matters pursuant to conditions 2 and 25 of planning permission DA/12/01451/EQVAR for the erection of 170 two, three and four bedroom market dwellings, and submission of details relating to noise (condition 28) and fibre-optic connections (condition 30) pursuant to permission DA/12/01451/EQVAR. Part of Phase 2, Eastern Quarry, Watling Street, Swanscombe.
OBSERVATIONS:	No observations.

464/16-17. **GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL/EDC FOR MEMBERS' INFORMATION.**

The following granted decision notices were noted.

DA/17/00015/FUL	<p>Raising height of main roof and erection of a single storey side/rear extension, conversion of garage into habitable room (retrospective) and raising height of roof of garage and to provide additional room at first floor level (amendments to previously approved planning permission DA/16/00665/FUL in respect of raising height of roof of main house)</p> <p>33 Pentstemon Drive, Swanscombe.</p>
DA/16/01545/FUL	<p>Erection of 1 No. detached two storey house, including alterations to external curtilage, and associated parking.</p> <p>34 Valley View, Greenhithe.</p>
DA/16/01646/ADV	<p>Display of 1 No. non-illuminated ATM surround sign (retrospective application).</p> <p>Greenhithe Service Station, London Road, Greenhithe.</p>
DA/16/01939/FUL	<p>Erection of a part two/part single storey rear extension.</p> <p>66 Knockhall Road, Greenhithe.</p>
DA/17/00061/PDE	<p>Determination pursuant to Schedule 2, Part 1 (Class A.1 (g) of the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required for the erection of a single storey rear extension.</p> <p>15 Worcester Close, Greenhithe.</p>

464/16-17. GRANTED DECISION NOTICES SUBMITTED BY KENT COUNTY COUNCIL/EDC FOR MEMBERS' INFORMATION.

The following granted decision notices were noted.

DA/16/1413	<p>New two storey building to provide eight classrooms, two group rooms and ancillary accommodation; kitchen extension and internal alterations to existing building; new fenced hard games court; and alterations to the car park to provide six additional spaces to facilitate an increase from 1FE to 2FE.</p> <p>Craylands Primary School, Craylands Lane, Swanscombe.</p>
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465/16-17. REFUSED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL/EDC FOR MEMBERS' INFORMATION.

The following refused decision notices were noted.

DA/16/01951/FUL	<p>Erection of first floor rear extension to existing first floor flat.</p> <p>Flat Above 12 -14 Milton Street, Swanscombe.</p>
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466/16-17. NOTIFICATION OF ADDENDUM TO CASTLE HILL VILLAGE GREEN RESERVED MATTERS.

The Assistant Planner, CBRE Limited, had, in accordance with the Section 106 Agreement, notified the Town Council of a revision to the Appendix of the Community and Leisure Facilities Strategy.

OBSERVATIONS:	<p>Page 46 indicates, under Management Information that this will be done "through a management company set up by the owner".</p> <p>The Town Councils previous experiences have all shown that a Management Agreement needs to be in place at the earliest opportunity as without this the facilities can either be uncompleted or, if completed they can stand unable to be used as no-one or no organisation is in place to take on the responsibility of operating them. With this in mind details of who/how these facilities will be operated (Management Plan) is requested.</p> <p>The Town Council would like to seek assurances that the floodlighting proposed has undertaken the necessary impact assessments regarding light pollution of surrounding properties.</p>
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	Members would like to respectfully request confirmation that the recreational facilities will be available to the current community within Swanscombe and Greenhithe as well as the new residents and will not be exclusively for the Castle Hill Village Green residents?
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467/16-17. **KENT COUNTY COUNCIL (KCC) – ST CLEMENTS WAY, GREENHITHE IMPROVEMENT SCHEME.**

KCC had recently published information regarding their proposed improvement scheme, aimed at reducing congestion and catering for future growth and development in the Kent Thameside Area and had held public exhibition events on 24 and 25 February 2017.

After deliberation members agreed the following response:-

The bus lane from the McDonald's roundabout to the Asda roundabout could cause problems with traffic turning onto the Asda roundabout and it may be more appropriate to take this bus lane out of the proposal or to cut this bus lane short so that it ended before the roundabout.

The bus lane going towards the McDonald's will bring the bus drivers into conflict with vehicles turning left onto London Road.

There are concerns that the crossing on London Road only requires 4 vehicles to be held up before traffic starts backing up on the roundabout and that the proposal does not appear to address this issue.

A major problem for a lot of residents is the exit from Worcester Park Estate/Steele Avenue due to the fact that if they need to back in the direction of McDonald's they currently have to navigate across 2 lanes and with the proposal this would be increased to 3 lanes. A possible solution to this would be to have a timed signalised crossing?

Whilst the Town Council appreciates the difficulties and limitations involved the proposal will be an improvement but will not solve the problems.

Sometime ago the Town Council did write to Kent County Council requesting that they be kept informed and notified if the car park or the land to the south of the car park were ever considered for disposal. Could we again register this request especially in regards to the proposal.

Recommended: That the response agreed be submitted.

There being no further business to transact, the Meeting closed at 7.40 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 22 MARCH 2017 AT 7.00PM

PRESENT: Councillor B E Read (Chairman)
Councillor B R Parry (Vice-Chairman)
Councillor Mrs A E D Barham
Councillor K G Basson
Councillor P M Harman (substituting for Councillor Dr J M Harman)
Councillor P C Harris
Councillor Ms L C Howes
Councillor S J Ryan

ALSO PRESENT: Graham Blew – Town Clerk

ABSENT: Councillor K M Kelly
Councillor A S Reach

496/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' J A Hayes, Dr J M Harman and D J Mote.

497/16-17. SUBSTITUTES.

Councillor P M Harman substituted for Councillor Dr J M Harman.

498/16-17. 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.

499/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that, in response to his previous correspondences, Highways England had advised that although unable to hold another public consultation they were able to come and give a presentation on the A2 Bean and Ebbsfleet Junction proposal/s. Members asked that the Town Clerk arrange this to take place in the evening at 7pm.

500/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 1 MARCH 2017.

Recommended: The Minutes of the meeting held on 1 March 2017 were confirmed and signed.

TOWN PLANNING:

501/16-17. **PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL /
EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS'
OBSERVATIONS.**

DA/17/00316/FUL	Conversion of rear part of existing attached garage to habitable room. 20 Caspian Way Swanscombe.
OBSERVATIONS:	The Town Council would like to seek assurances that the proposal will not affect/reduce the on-site parking provision (off-street) available within the site.
EDC/17/0026	Application for approval of condition 4 attached to planning permission reference no. 14/01517/ECREM relating to design details of recreational equipment, furniture and cycle parking areas. Former Northfleet West Sub Station Southfleet Road Swanscombe Kent.
OBSERVATIONS:	No observations.
DA/17/00393/TPO	Application to fell 5 No. Sycamore trees subject to Tree Preservation Order No. 4 1983 and within Greenhithe Conservation Area. 16 Worcester Close Greenhithe.
OBSERVATIONS:	The Town Council has concerns regarding the effect the proposal would have on the stability of the ground/bank that the trees are located on and would also seek confirmation that, were the application to be approved, that replacement trees of suitable maturity would be planted. It is also noted that the trees are located within the curtilage of 16 Worcester Close but the applicant resides at 6 The Avenue, Greenhithe. It is also noted that the application form states that consent is being sought for works to trees subject to a TPO and that the trees are not diseased and there are no fears that they might break or fall.
DA/17/00419/FUL	Erection of a single storey rear extension and conversion of rear part of garage into habitable room and erection of a first floor side extension including demolition of existing conservatory.

	19 Maritime Close Greenhithe.
OBSERVATIONS:	The Town Council strongly objects to the application as it would result in the size of the garage being halved and therefore losing an off-street parking space which would give rise to indiscriminate on-street parking, detrimental to highway safety and would increase on-street parking in an area where there is already very limited capacity. There are also concerns as the proposal includes a window at the rear which would be very close to the neighbouring property.
DA/17/00389/FUL	Erection of a two storey rear extension to provide 1 x 2 bed self-contained flat with associated parking and amenity space and a single storey rear extension to existing dental surgery. Cheers Dental Practice, 23 High Street, Swanscombe.
OBSERVATIONS:	The Town Council objects to the application on the grounds that it would be an over development at the location, there are also serious concerns regarding the parking provision at this site which would have an adverse impact, to both pedestrian and vehicle users at the access/exit from and to the High Street at the busy junction that this proposal is located at. The Town Council would respectfully request that members of the Development Control Board hold a site meeting so that they can witness for themselves what the situation is, and could be were the application to be approved.
EDC/17/0027	Application for approval of condition 10 attached to planning permission reference no. EDC/15/01001/ECREM relating to planting details and tree species. Former Northfleet West Sub Station, Southfleet Road Swanscombe.
OBSERVATIONS:	No observations.
17/00468/EDCCON	Consultation on an application for submission of details relating to noise assessment and mitigation of Castle Hill North Area pursuant to condition 28 of planning permission DA/12/01451/EQVAR within Ebbsfleet Development Corporation.

	Castle Hill, North Eastern Quarry.
OBSERVATIONS:	No observations.

502/16-17. GRANTED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.

The following granted decision notices were noted.

DA/17/00032/FUL	Demolition of existing rear conservatory and erection of a single storey rear extension. 1 Bevans Close, Greenhithe.
DA/16/00880/FUL	Erection of a two storey rear extension. Swanscombe Health Centre, Southfleet Road, Swanscombe.
DA/17/00025/FUL	Erection of a first floor side extension. 21 Woodland Way, Greenhithe.
DA/17/00183/FUL	Provision of bi-fold doors to replace existing door and window on rear elevation. 4 Frobisher Way, Greenhithe.

503/16-17. REFUSED DECISION NOTICES SUBMITTED BY DARTFORD BOROUGH COUNCIL / EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS' INFORMATION.

The following refused decision notices were noted.

DA/17/00037/FUL	Erection of a detached 2 Bedroom house. Adjacent 144 Knockhall Road, Greenhithe.
DA/17/00055/FUL	Provision of a dormer window in rear elevation and roof lights in front elevation in connection with providing additional rooms in the loft space. 18 Whites Close, Greenhithe.

504/16-17. NEIGHBOURING / OTHER AUTHORITY PLANNING APPLICATIONS HAVE BEEN RECEIVED FOR MEMBERS OBSERVATIONS.

20170221	Consultation on an application for demolition of the Plough End stand and ancillary buildings and erection of replacement stand (Phase 1B), integrated 55 bedroom hotel together with new access, parking and ancillary facilities with Gravesham Borough Council. Football Ground Stonebridge Road, Northfleet.
OBSERVATIONS:	No observations.

505/16-17. NOTICE OF CONFIRMATION OF PUBLIC PATH ORDER – KENT COUNTY COUNCIL – DS20 (PART) SWANSCOMBE AND GREENHITHE.

The PROW and Access Service (KCC) had submitted the above order the effect of which, as confirmed, was to divert DS20 to enable development to be carried out (Eastern Quarry) and more specifically, to facilitate the construction of a new roundabout at Southfleet Road (in connection with reserved matters application EDC/16/0020).

Recommended: That the item be noted.

There being no further business to transact, the Meeting closed at 7.30 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 12 APRIL 2017 AT 7.00PM

PRESENT: Councillor B E Read (Chairman)
Councillor B R Parry (Vice-Chairman)
Councillor Mrs A E D Barham
Councillor K G Basson
Councillor P C Harris
Councillor Ms L C Howes
Councillor A S Reach

ALSO PRESENT: Graham Blew – Town Clerk

ABSENT: Councillor Dr J M Harman
Councillor S J Ryan

561/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' J A Hayes, K M Kelly and D J Mote.

562/16-17. SUBSTITUTES.

There were none.

563/16-17. 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.

564/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that the developer of the Croxton and Garry Site had recently contacted the Town Council and was hoping to hold a drop-in/consultation event on 2 May 2017.

The Chairman highlighted the Government's announcement today that Option C had been selected for the new Lower Thames Crossing.

565/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 22 MARCH 2017.

Recommended: The Minutes of the meeting held on 22 March 2017 were confirmed and signed.

TOWN PLANNING:

566/16-17. **PLANNING APPLICATIONS SUBMITTED BY DARTFORD BOROUGH COUNCIL /
EBBSFLEET DEVELOPMENT CORPORATION FOR MEMBERS'
OBSERVATIONS.**

DA/17/00543/PDE	Determination pursuant to Schedule 2, Part 1 (Class A.1 (g) of the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required for the erection of a single storey rear extension. 60 Trebble Road, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/17/00497/FUL	Erection of a single storey rear extension including demolition of existing conservatory. 12 Western Cross Close, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/17/00530/FUL	Demolition of existing conservatory and erection of a single storey rear extension and additional window to side elevation. 7 Caspian Way, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/17/00520/FUL	Erection of a single storey rear extension (retrospective application). 9 Reservoir Close, Greenhithe.
OBSERVATIONS:	No observations.
EDC/17/0048	Application for variation of condition 3 attached to planning permission reference no. 12/01451/EQVAR for a mixed use development of up to 6250 dwellings & in addition up to 231,000 square metres of built floor space (in total) with associated infrastructure; to allow substitution of approved plans and documents under

	<p>condition 3 with revised plans and documents reflecting changes to the parameter plans.</p> <p>Eastern Quarry, Watling Street, Swanscombe.</p>
<p>OBSERVATIONS:</p>	<p>Members strongly object to the application as it moves away from the original plans and proposals (2003). These included the utilisation of the Alkerden Manor Farm area and buildings as a community hub which are important parts of the Towns heritage that need to be retained and utilised to assist in the physical and functional integration of old and new communities, as required by policy.</p> <p>Members would like to draw attention to the attached letter of objection from Mr Geoff Baker which they feel contains some very valid points that require consideration.</p> <p>The Town Council would like assurances that, should the planning authority be minded to approve the application the Transport Strategy will include "Early Accessibility" ie. good access to the facilities that people need is provided at an early stage by a choice of means. This means early access to public transport services, with walking and cycle routes well designed into every stage of the development.</p> <p>Members are also very concerned that the developer has yet to produce plans for the delivery of local community improvements, which it had previously offered to the Town Council, to improve local integration and help provide sustainability to this development (a booklet entitled "Leisure and Recreation Opportunities in and around Eastern Quarry, May 2004") was produced by Land Securities and was part of the Dartford Borough Council Development Control Board meeting on 5 July 2007 (03/01334/OUT, minute 48) where the Chairman introduced Mr Cunningham, Land Securities, who confirmed the arrangements which had been made with Swanscombe and Greenhithe Town Council. He advised that he looked forward to working with the Council on this development." Part (iii) of the Resolution of this minute included "and other outstanding issues as 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".</p>

	Unfortunately there has, to date, been no progression on this issue and the Town Council would request that the Planning Authority and the developer meet with the Town Council to discuss this.
DA/17/00564/LDC	Application under Section 10 of the Planning and Compensation Act 1991 (Lawful Development Certificate) for the provision of a dormer window in rear elevation in connection with providing additional rooms in the roof space. 12 Southfleet Road, Swanscombe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/17/00560/FUL	Erection of Satellite dish on rear elevation (retrospective application). 1 Vaughan Close, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.

There being no further business to transact, the Meeting closed at 7.20 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 30 MARCH 2017 at 7.00PM

PRESENT: Councillor K G Basson (Chairman)
Councillor Mrs A E D Barham
Councillor Ms S P Butterfill
Councillor Ms L M Cross
Councillor Ms L M Hall
Councillor J A Hayes
Councillor Ms L C Howes
Councillor R J Lees (substituting for Councillor P M Harman)
Councillor B R Parry
Councillor B E Read

ALSO PRESENT: Graham Blew - Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Dan Usher – Senior Groundsman / Gardener

ABSENT: There were none

521/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' P M Harman, Mrs M B Kelly and D J Mote.

522/16-17. SUBSTITUTES.

Councillor R J Lees substituted for Councillor P M Harman.

523/16-17. 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.

523/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

The Town Clerk advised members that the dates on the next item were incorrect and that they should have read Minutes of the Meeting held on 2 February 2017 (*Town Council 16 February 2017*).

Members were also informed that:

The previously agreed surfacing work at the entrance to Broomfield and in front of the Town Council garage had been undertaken;

To deter the use of off-road motorbikes large wooden posts had been installed at the side of the steps leading up from the Heritage Park to the footpath at Childs Crescent/Gilberts Close;

Correspondence had been received, and responded to, from Babcock International Group; regarding a tree within Swanscombe Park they thought might be effecting mobile telephone signals;

Dartford Borough Council had advised they would be starting work to remove some of the garages at Gilberts Close on 18 April 2017 and that these works would not affect access for New Burial Ground Allotment holders or the public right of way.

524/16-17. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 2 FEBRUARY 2017.

Recommended: That the Minutes of the Meeting held on 2 February 2017 were approved and signed as a true record.

525/16-17. SENIOR GROUNDSMAN/GARDENERS REPORT.

The Senior Groundsman/Gardeners report 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 Park, Knockhall Park, Heritage Park, Valley View, Saxon Court, equipment and staff.

Recommended: That the item be noted.

526/16-17. CHILDREN'S SUMMER ENTERTAINMENT – 2017.

Members considered the 3 "packages" of entertainment that had been compiled and after discussion it was agreed:

Recommended: That Option 2 be selected for the Summer Entertainment 2017.

527/16-17. ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.

The Town Clerk went through the budgetary implications of the report with Members and it was agreed;

Recommended: That the Annual Playground Safety Inspection Report be noted and the Town Clerk be delegated responsibility to have the highlighted works undertaken during the forthcoming year as and where budgets allow.

528/16-17. BUS SHELTER IN BODLE AVENUE.

Members discussed the contents of the report, which included the fact that the damaged bus shelter had been removed by the Town Council on 14 March 2017, and it was agreed;

Recommended: That the removed bus shelter not be replaced at the present time but this be included in future projects for Members consideration.

529/16-17. ST PETER & ST PAULS CHURCH FOOTPATH (SIDE ENTRANCE).

Members noted the current condition of the footpath from the photographs contained in the report and considered the quotations that had been submitted by contractors.

Recommended: That Quote C be used to have the work undertaken.

530/16-17. CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.

Further to minutes 385/16-17, 420/16=17, 451/16-17 and 508/16-17 members were asked to consider suitable/appropriate projects for submission to this year's Scheme.

Members agreed that the conversion of the Town Councils lamp columns in the Leisure Centre and The Grove Car Parks to LED should be submitted to the Scheme as the Town Councils application.

Members asked that the conversion of the remaining lamp columns be monitored for consideration as a possible future project.

Recommended: That the conversion of the Town Councils lamp columns in the Leisure Centre and The Grove Car Parks to LED should be submitted to the Scheme as the Town Councils application.

.31/16-17. EXCLUSION OF THE PRESS AND PUBLIC.

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

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

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

532/16-17. INGRESS PARK COMMUNITY CENTRE WORKING GROUP - UPDATE.

The ATC/RFO updated members on the current situation and advised that a further meeting with Crest had been arranged to take place on 3 April 2017.

The Chairman agreed that, as he was unable to attend this meeting, Councillor Mrs S P Butterfill could in his place.

Recommended: That the update and current situation be noted.

533/16-17. GROVE CAR PARK WORKING GROUP – UPDATE.

Members were informed that the draft Heads of Terms (Management Agreement) had been received from the borough Council and that a meeting of the Working Group would be arranged soon to go through these and to submit to the Recreation, Leisure & Amenities Committee of full Council proposals on how to proceed.

Recommended: That the update and current situation be noted.

534/16-17. CAFÉ WORKING GROUP – UPDATE.

The ATC/RFO updated members on the current situation.

Recommended: That the update and current situation be noted.

535/16-17. EAGLES ROAD PLAY AREA – UPDATE.

The Town Clerk advised members that Dartford Borough Councillor K M Kelly had wanted to supply an update at the meeting but was unfortunately unable to attend.

Members requested that the Town Clerk ask if a written update could be provided for the Town Council regarding the progress of this issue.

Recommended: That the update and current situation be noted.

There being no further business to transact, the Meeting closed at 7.35 pm.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 9 MARCH 2017 at 7.00PM

PRESENT: Councillor B E Read (Chairman)
Councillor R J Lees (Vice-Chairman)
Councillor K G Basson
Councillor Mrs S P Butterfill
Councillor Ms L M Cross
Councillor Mrs L Manchester (substituting for Councillor P M Harman)
Councillor B R Parry
Councillor Mrs I A Read

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor S J Ryan

476/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' P M Harman, J A Hayes, K M Kelly and D J Mote.

477/16-17. SUBSTITUTES.

Councillor Mrs L Manchester substituted for Councillor P M Harman.

478/16-17. 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.

479/16-17. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

480/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12 JANUARY 2017.

Recommended: The Minutes of the meeting held on 12 January 2017 were confirmed and signed as a true record.

481/16-17. MONTHLY BANK RECONCILIATIONS.

In accordance with Financial Regulation 2.2 a member of the council other than the Town Mayor or a cheque signatory is required to be appointed to verify the bank reconciliations

produced by the RFO for all the council's accounts on a regular basis. Councillor K G Basson was appointed (minute 57/15-16).

Recommended: That the bank reconciliations for January and February 2017, and verified by Councillor K G Basson, be noted.

482/16-17. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken in January and February 2017.

Recommended: That the bank transfers undertaken in January and February 2017 be approved.

483/16-17. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT.

In accordance with Financial Regulation 5.5 (a) Members were provided with details of all receipts and payments for authorisation for January and February 2017.

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 January and February 2017, as per the annexed list be approved.

484/16-17. SUMMARY OF ACCOUNTS.

Members were provided with details of the Summary of Accounts, balanced to 28 February 2017.

Recommended: That the details of the Summary of Accounts, balanced to 28 February 2017 be noted.

485/16-17. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL.

Members considered the applications and after discussion it was agreed that the following funding be awarded from the 2016 – 17 budget:

1st Swanscombe Rainbows - £200.00
2nd Swanscombe Brownies - £300.00
Swanscombe and Greenhithe Local History Group - £200.00
Hi-Kent - £500.00

Recommended: That the funding, as detailed above, be awarded.

486/16-17. REVIEW OF TELECOMMUNICATIONS CONTRACT.

As part of the Councils continued efforts to achieve Best Value a review of the existing telecommunications contract had been undertaken and members considered the results of the review.

Recommended: To note the review and to change to the alternative contractor.

487/16-17. SECTION 137 EXPENDITURE: LIMIT FOR 2017 – 2018.

The Department for Communities and Local Government (DCLG) advised that the appropriate sum for Parish Councils for the purposes of Section 137 (40 (a) of the Local Government Act 1972 for 2017 – 2018 was £7.57.

Recommended: That the item be noted.

488/16-17. CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.

Further to minutes 385/16-17, 420/16-17 and 451/16-17 Members were asked to begin considering suitable/appropriate projects for submission to this year's Scheme.

Recommended: That the item be noted.

There being no further business, the Meeting closed at 7.20 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the PERSONNEL COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE, DA10 0GA on THURSDAY 30 MARCH 2017 at 11.00 AM.

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

ABSENT: None

ALSO PRESENT: Graham Blew, Town Clerk
Martin Harding, Assistant Town Clerk/RFO

506/16-17 APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from Councillor P M Harman.

507/16-17. 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.

508/16-17. URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

509/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE LAST MEETING HELD ON 1 MARCH 2016.

Recommended: That the minutes from the meeting held on 1 March 2016 be confirmed and signed.

510/16-17. CAPABILITY PROCEDURE – REVIEW.

Members considered the proposed amendments to paragraphs 4.1.2 and 4.1.3.

Recommended: That the amendments to paragraphs 4.1.2 and 4.1.3, as detailed in the report, be agreed.

511/16-17. STAFF ISSUES.

The Town Clerk went through the report which detailed the staff changes that had taken place since the previous meeting.

Members were also updated on the start date for the new Café Assistant and the new Groundsman/Gardener.

Recommended: That the Town Clerks action in dealing with the issues, as detailed in the report, be endorsed.

512/16-17. TERMS OF REFERENCE (ToR).

Members discussed the suggested amendments to the ToR and it was agreed:

Recommended: That the Terms of Reference be amended, as detailed.

513/16-17. EXCLUSION OF THE PRESS AND PUBLIC.

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

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

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

514/16-17. LOCAL GOVERNMENT PENSION SCHEME – PENSION FUND CONTRIBUTIONS 2017 – 2018 ONWARDS.

The ATC/RFO introduced the report which Members then discussed and included the information provided by Barnett Waddingham, "Kent County Council Pension Fund 2016 valuation employer results for the Town Council."

Recommended: That the report, and its' financial impact on the Town Council, be noted.

515/16-17. CARETAKER COVER RATES.

Members considered the report detailing the proposed updated rates for caretaker cover and it was agreed;

Recommended: That the updated rates for caretaker cover, as detailed, be agreed.

516/16-17. OVERPAYMENT OF EX-EMPLOYEES.

The Assistant Town Clerk/RFO detailed the contents of the report and members discussed at length how this matter could be addressed. Members asked that the RFO investigate the implications of transferring salary payments to the end of the month.

Recommended: That a "ceiling" be placed on the level of outstanding debt that the Council would pursue appropriate course of action to recover.

The ATC/RFO left the chamber at this point.

517/16-17. STAFF APPRAISALS 2016 - 2017.

The Town Clerk confirmed that annual appraisals had been undertaken and completed for all eligible staff.

Recommended: That the item be noted.

518/16-17. TOWN CLERKS APPRAISAL 2016 – 2017.

As per minute 119/15-16 the Chairman and Vice-Chairman had undertaken the Town Clerks annual appraisal on 4 November 2016 and all members of the Personnel Committee had been provided with a copy of the appraisal.

Recommended: That the Town Clerks appraisal 2016 – 2017 be agreed.

519/16-17. PAY CLAIM 2017 – 2018.

The report clarified that the 2017 – 2018 estimates included the provision for awarding a cost of living pay rise up to 2.5% and a 1 Spinal Point Increase.

After discussion Members unanimously agreed that a 2.0% pay increase be awarded to all the Town Council staff with effect from 1 April 2017.

The Town Clerk then advised members that, as a result of the Annual Appraisal Scheme, and in light of their efforts and diligence over the previous 12 months, he would like to recommend Spinal Point increases for employee 7 and employee 58.

Members agreed with the reasoning behind the Town Clerks proposals, the Committee then unanimously agreed that they also felt that the level of employee 34s performance also warranted a Spinal Point increase.

Recommended:

- 1 That a 2.0% pay increase be awarded to all the Town Council staff with effect from 1 April 2017.
- 2 That employees 7, 58 and 34 be awarded a Spinal Point Increase with effect from 1 April 2017.

520/16-17. POLICY FOR AWARDING SPINAL POINT INCREASES.

The Town Clerk discussed the content of the report with the Committee who agreed that the proposed Policy was the most appropriate way for Spinal Point increases to be awarded. Members highlighted that the Personnel Committee would be responsible for consideration of the any increases/awards for the Town Clerk.

Recommended:

That the Policy be adopted and it be noted that the Personnel Committee be responsible for consideration of any increases/awards for the Town Clerk.

There being no further business, the Meeting closed at 11.45am.

Signed: _____ Date: _____

(CHAIRMAN)

MINUTES of the MEETING of the REGENERATION & QUALITY SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on FRIDAY 10 FEBRUARY 2017 at 11.00am

PRESENT: Councillor B E Read (Chairman)
Councillor R J Lees (Vice-Chairman)
Councillor Mrs S P Butterfill
Councillor Ms L M Cross (substituting for Councillor B R Parry)
Councillor P M Harman

ALSO PRESENT: Tanya Smith, Infrastructure Planner (DBC)
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO

ABSENT: Councillor D J Mote

431/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' J A Hayes, Ms L C Howes and B R Parry.

432/16-17. SUBSTITUTES.

Councillor Ms L M Cross substituted for Councillor B R Parry.

433/16-17. 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.

434/16-17. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

435/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 30 NOVEMBER 2016.

Recommended: The Minutes of the meeting held on 30 November 2016 were confirmed and signed as a true record.

436/16-17. **FUTURE DEVELOPMENTS / DEVELOPERS (LEGACY).**

The Chairman welcomed Mrs Smith and thanked her for attending the meeting.

Members discussed the way Section 106 Agreements were administered and it was confirmed that the Ebbsfleet Development Corporation (EDC) were responsible for the delivery of Section 106 Agreements within the boundaries of the area/s they covered

It was also confirmed that small developments would be liable for CiL payments as well as the large scale developments.

After further discussions which included: who to approach regarding the deterioration of bus services; the (approximate) amount of CiL that was expected from the areas already developed within Swanscombe and Greenhithe; any future plans for discussions on how CiL will be distributed in the future.

It was agreed that it was essential for members to familiarise themselves with the Section 106 Agreement for Eastern Quarry and with that in mind Mrs Smith would provide details of the Section 106 Agreement and the Sub-Committee would meet again to consider these when they had been received.

Recommended: That once details of the Section 106 Agreement for Eastern Quarry had been received from Mrs Smith the Sub-Committee would meet to consider these.

There being no further business, the Meeting closed at 11.50 am.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the REGENERATION & QUALITY SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on FRIDAY 7 APRIL 2017 at 11.00am

PRESENT: Councillor B E Read (Chairman)
Councillor R J Lees (Vice-Chairman)
Councillor Mrs S P Butterfill
Councillor J A Hayes
Councillor Ms L C Howes
Councillor B R Parry

ALSO PRESENT: Martin Harding – Assistant Town Clerk/RFO

ABSENT: None

554/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' P M Harman and D J Mote.

An apology for lateness was received from Councillor J A Hayes

555/16-17. SUBSTITUTES.

There were none.

556/16-17. 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.

557/16-17. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

558/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 10 FEBRUARY 2017.

Recommended: The Minutes of the meeting held on 10 February 2017 were confirmed and signed as a true record.

559/16-17. SECTION 106 AGREEMENT – EASTERN QUARRY.

Members wished to thank Tania Smith from Dartford Borough Council (DBC) Planning for providing the information. Members discussed the content including the development triggers for both defined areas of the site.

Section 11.4 of the agreement, which focused on public transport, was discussed and members felt that this had not been implemented for the link between Eastern Quarry and the High Street.

Members asked that the ATC/RFO correspond with Ebbsfleet Development Corporation (EDC) to ascertain at what stage they were at in relation to the developmental triggers and what plans they had for upcoming triggers.

Members also requested that the ATC/RFO invite Sonia Bunn DBC Planning to attend the next Sub-Committee meeting to discuss the public transport clause of the Section 106 agreement and the enforcement arrangements for this agreement.

Recommended:

1. The ATC/RFO to correspond with EDC regarding the development triggers and the plans for upcoming triggers.
2. The ATC/RFO to invite Sonia Bunn DBC to discuss the S106 agreement, including the public transport clause at section 11.4.

560/16-17. COMMUNITY INFRASTRUCTURE LEVY – DBC

The ATC/RFO provided members with an extract from the guidance on CIL expenditure for Parish and Town Councils from the SLCC. The ATC/RFO also provided members with a summary of sites that could become CIL applicable both within and outside of the EDC boundary.

Members discussed the guidance released from DBC on CIL including the use of the Borough & Parish Forum as a portal for which DBC wanted to feed information to Parishes and Towns. Members felt that it was important for the Town Council to have its own strategy in place for what it felt the area required and what it would spend any CIL contributions on.

The Vice-Chairman offered to undertake research on what other Parishes and Towns had put together in relation to a CIL strategy and would report this to the Sub-Committee at a later meeting.

Members felt that the Town Councils response in relation to the use of the Borough and Parish Forum for CIL updates would be that the Town Council were happy to discuss CIL at these meetings, including what joint infrastructure projects DBC were proposing.

Members confirmed that the Town Council would be reporting back on its CIL expenditure to the Borough Council annually alongside the existing accounting reporting that it currently undertakes.

Recommended:

That the Vice-Chairman undertakes research into other CIL strategies in place and report this back to the next meeting of the Sub-Committee.

There being no further business, the Meeting closed at 11.50 am.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the HERITAGE PARK / SKULL SITE SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE, on TUESDAY 7 MARCH 2017 at 10.00 AM

PRESENT: Councillor B E Read - Chairman
Councillor Mrs S P Butterfill
Councillor Ms L M Hall
Councillor R J Lees

ALSO PRESENT: Martin Harding, Assistant Town Clerk & RFO

ABSENT: Councillor D J Mote

468/16-17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ms L C Howes.

469/16-17. SUBSTITUTES

There were none.

470/16-17. TO DECLARE INTERESTS 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.

471/16-17. URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

472/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 17 JANUARY 2017.

Recommended: That the Minutes of the meeting held on 17 January 2017 be confirmed and signed as a true record.

473/16-17. HLF BID – PROGRESS TO DATE.

The ATC/RFO confirmed that the bid had been unsuccessful and at present only verbal feedback had been received, but the Town Council were awaiting a formal letter which would be circulated.

The ATC/RFO went through the feedback from the bid refusal and confirmed that although the bid had been refused HLF had indicated that some of their other funding streams may be more suitable for elements of the original bid.

Members discussed the possibility to deliver the key elements of the HLF bid through a series of smaller lower risk bids. It was acknowledged that this would generate additional work for the officers of the Town Council.

Initially the ATC/RFO would meet with the Programme Management Board and review the bid to break it down into the core elements. This list would then come back before the Sub-Committee to enable a strategy and timeline to be collated.

The ATC/RFO confirmed that he was scheduled to attend a meeting with Historic England on 22 March to discuss the History Watch group for the Town.

Recommended: That the item be noted.

474/16-17. **ANY OTHER ITEMS RELATED TO THE HERITAGE PARK / SKULL SITE.**

Members expressed their disappointment at the recent heavy graffiti that has appeared throughout the Heritage Park.

475/16-17. **DATE OF NEXT MEETING.**

Recommended: That the next meeting be scheduled at the discretion of the ATC/RFO following feedback from both the Programme Management Board and History Watch meetings.

There being no further business to transact, the meeting closed at 10.35 am.

Signed: _____ Date: _____
(Chairman)

MINUTES of the MEETING of the ALLOTMENTS & CEMETERIES SUB-COMMITTEE held at
THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on THURSDAY 9 MARCH 2017
at 7.30 PM

PRESENT: Councillor B E Read – Chairman
Councillor Mrs S P Butterfill - Vice-Chairman
Councillor R J Lees
Councillor Mrs L Manchester
Councillor B R Parry

ALSO PRESENT: Councillor Mrs I A Read
Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/ RFO

ABSENT: There were none.

489/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor J A Hayes.

490/16-17. SUBSTITUTES.

There were none.

491/16-17. 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.

492/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

493/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 25 NOVEMBER 2015.

Recommended: That the Minutes of the Meeting held on 25 November 2015 be confirmed and signed as a true record.

494/16-17. ANNUAL ALLOTMENT SITE INSPECTION.

Members considered the information from the site visit undertaken on 16 February 2017 by the ATC/RFO, Councillor R J Lees and the Chairman of the Allotment Association. (Mr B Morrison).

Members noted the disappointing levels of unworked plots which appeared to have increased under the management of the Allotment Association.

Recommended: That the contents of the report be noted.

495/16-17. **THE SWANSCOMBE AND GREENHITHE ALLOTMENT AND GARDENS ASSOCIATION – UPDATE.**

Members considered the notes from the meeting held between the Chairman of the Allotment Association, the Town Clerk and the ATC/RFO on 28 February 2017.

Members agreed that, during the transitional period within the Associations membership and management, the Town Council needed to be resolute regarding the terms and conditions that the Association had agreed, and signed, to manage the allotments.

The ATC/RFO confirmed that he would be seeking feedback from the Association meeting scheduled for next week and an update on the letters sent to plot holders.

Recommended: That the contents of the report be noted.

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

Signed _____
Chairman Date

MINUTES of the MEETING of the ANTI-SOCIAL BEHAVIOUR & CRIME SUB-COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 5 APRIL 2017 at 7.00 PM

PRESENT: Councillor B E Read - Chairman
Councillor Ms L M Cross - Vice-Chairman
Councillor Mrs A E D Barham
Councillor P C Harris
Councillor K M Kelly (substituting for Councillor Mrs M B Kelly)
Councillor B R Parry
Councillor A S Reach

ALSO PRESENT: Martin Harding, ATC/RFO
Billy Unsworth, KCC Community Warden
Sergeant Dave Crompton, Kent Police

ABSENT: There were none.

536/16-17. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors' P M Harman and Mrs M B Kelly.

Apologies for absence were also received from David Edie, DBC Housing.

537/16-17. SUBSTITUTES.

Councillor K M Kelly substituted for Councillor Mrs M B Kelly.

538/16-17. 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.

539/16-17. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

540/16-17. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 11 JANUARY 2017.

Recommended: That the Minutes of the Meeting held on 11 January 2017 be confirmed and signed as a true record.

541/16-17. TOWN COUNCIL'S PROBLEM 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 problem log. The ATC/RFO advised that the problem log was emailed monthly to the CSU at DBC and also to the Police.

Recommended: That the problem log be noted.

542/16-17. BEAT OFFICER AND POLICE COMMUNITY SUPPORT OFFICERS (PCSO) REPORT.

Sergeant Crompton gave a brief summary of current and future operations in the area along with continued work with both Environmental Health and Local Authority on organised fly tipping.

Recommended: That the report be noted and thanked for their attendance.

543/16-17. DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.

Members were provided with the up to date detailed analysis of crime figures for Swanscombe and Greenhithe. Members were briefed on the inaccuracy of January 2017 statistics, highlighted by a later item on the agenda.

Sergeant Crompton provided further background to the figures including changes to the way Kent Police were recording information.

Recommended: That the item be noted.

544/16-17. ANTI-SOCIAL BEHAVIOUR VIA DARTFORD BOROUGH COUNCIL, DARTFORD HOUSING SERVICES (DHS).

David Edie from DBC Housing had submitted his apologies and was also unable to provide a report.

Recommended: That the item be noted.

545/16-17. KCC COMMUNITY WARDENS REPORT.

KCC Warden Unsworth gave an update on cases he had been involved with in the area, including issues of ASB, fly tipping, drugs and neighbour disputes. In addition members were updated on the recruitment of volunteer wardens.

Recommended: That the report be noted and KCC Warden Unsworth be thanked for his attendance.

546/16-17. UPDATE ON SAFETY MEASURES – BLUEWATER.

Members were provided with images of additional CCTV vans that had been placed within the car parks at Bluewater Shopping Centre. This update followed the verbal summary from Bluewater's security team at the last Sub-Committee meeting (minute 361/16-17).

Recommended: That the update be noted.

547/16-17. ATTEMPTED BURGLARY & ANTI-SOCIAL BEHAVIOUR – VALLEY VIEW, GREENHITHE.

Members were asked to note the recent extract from Social Media and emails provided by Kent County Councillor Mr P M Harman. These related to reports of an attempted burglary and anti-social behaviour within the Valley View area.

Recommended: That the item be noted.

548/16-17. GRAFFITI – SWANSCOMBE HERITAGE PARK.

Members were asked to note pictures of a large amount of graffiti on the interpretation stones within the Heritage Park removed by a specialist team from Dartford Borough Council (DBC).

Recommended: That the item be noted along with the Town Councils thanks to DBC for arranging the cleaning.

549/16-17. THEFT – MILTON ROAD,

Members were asked to note the recent extract from Social Media provided by Kent County Councillor Mr P M Harman. These related to a report of a theft from a house in Milton Road.

Recommended: That the item be noted.

550/16-17. CRIME STATISTICS FOR JANUARY 2017 & POLICE INFORMATION.

Members were asked to note correspondence from Wilmington Parish Council regarding the crime statistics for January 2017 and published information on the Police website.

Recommended: That the item be noted.

551/16-17. DATE OF THE NEXT MEETING.

Recommended: That the next meeting be held in 3 months with the date to be set by the ATC/RFO

552/16-17. EXCLUSION OF THE PRESS AND PUBLIC.

It was proposed by Councillor B E Read and seconded by Councillor B R Parry

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

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

553/16-17. CONFIDENTIAL AGENDA ITEMS.

Members briefly discussed specific incidents of fly tipping within the Town.

There being no further business to transact, the Meeting closed at 7.55 pm.

Signed _____

Chairman

Date

The
Local Government
Boundary Commission
for England

Dartford Borough Council

DARTFORD
BOROUGH COUNCIL

Electoral review briefing for Borough and Parish Council
Forum

4 April 2017

Website: www.lgbce.org.uk
Have your say: consultation.lgbce.org.uk
Follow us: @lgbce
Contact us: reviews@lgbce.org.uk

AGENDA ITEM

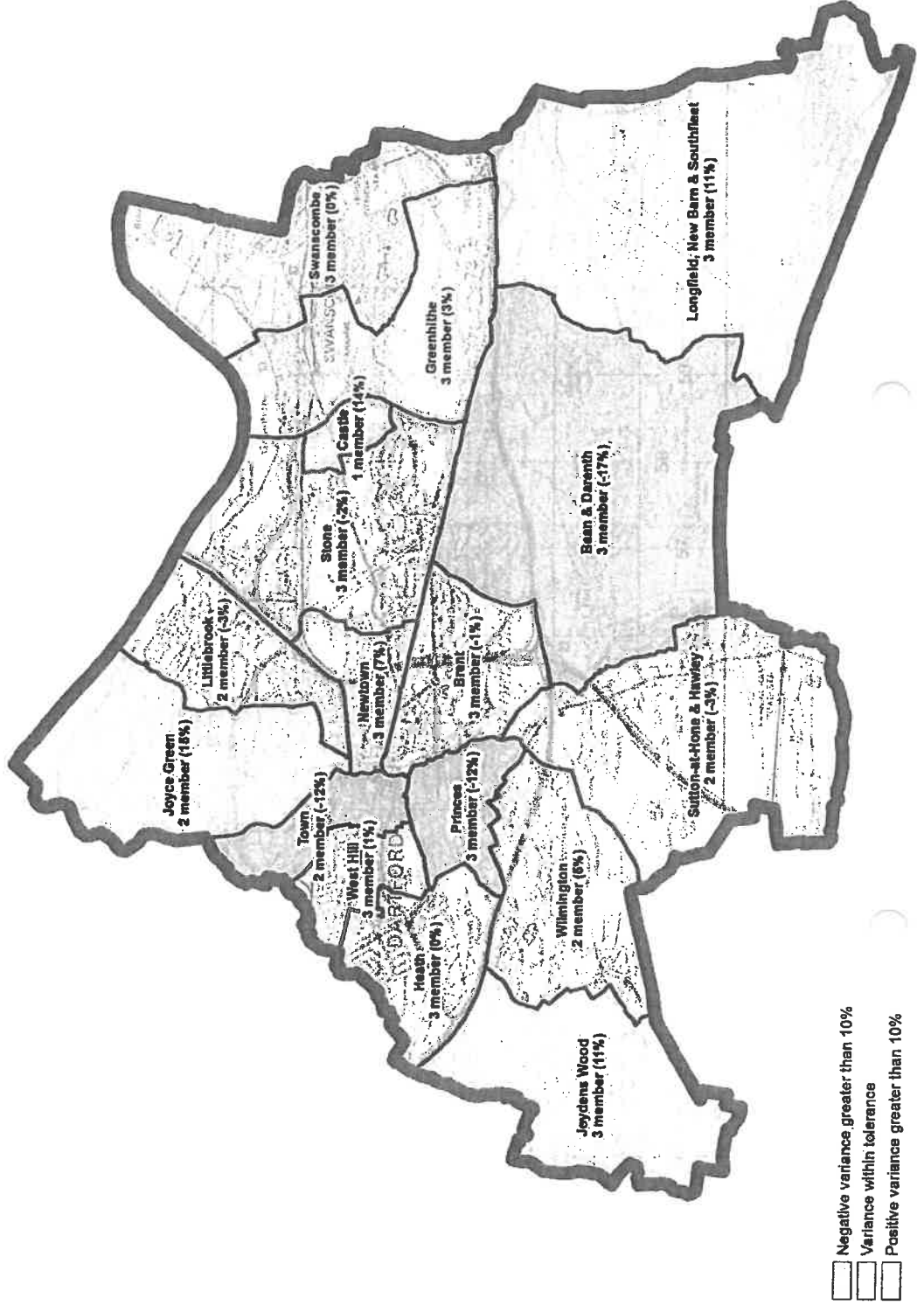
T/C 27/4/17

6

Why

- This is an intervention review. The district of Dartford triggers the interventions criteria.
- 7 of 17 wards (41%) have a variance +/- 10%

The Local Government Boundary Commission for England



- Negative variance greater than 10%
- Variance within tolerance
- Positive variance greater than 10%

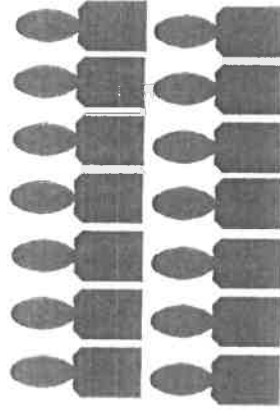
What

An electoral review determines the following 5 things:

- Total number of councillors
- Total number of wards
- Boundaries of each ward
- Number of councillors elected to each ward
- Names of each ward

HOW

PART 1 -
Number of councillors



PART 2 -
Warding patterns



PART 1

Number of councillors

Effective representations will address:

Decision making

Scrutiny and
partnerships

Representational
requirements

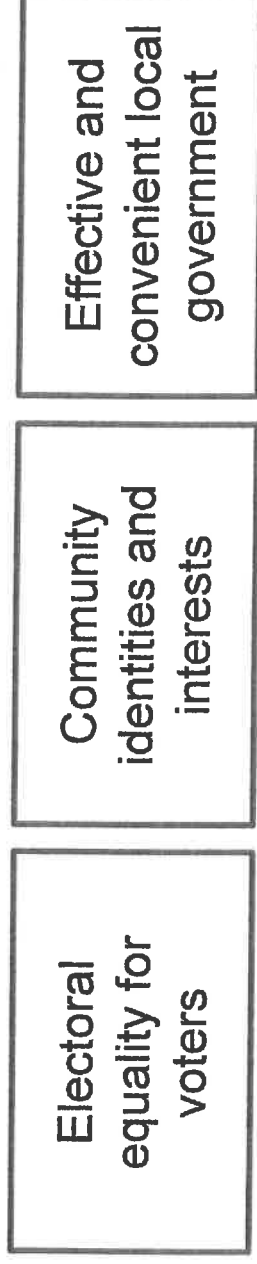
When

- Final submission – 1st August 2017

PART 2

Warding patterns

Effective representations will address:

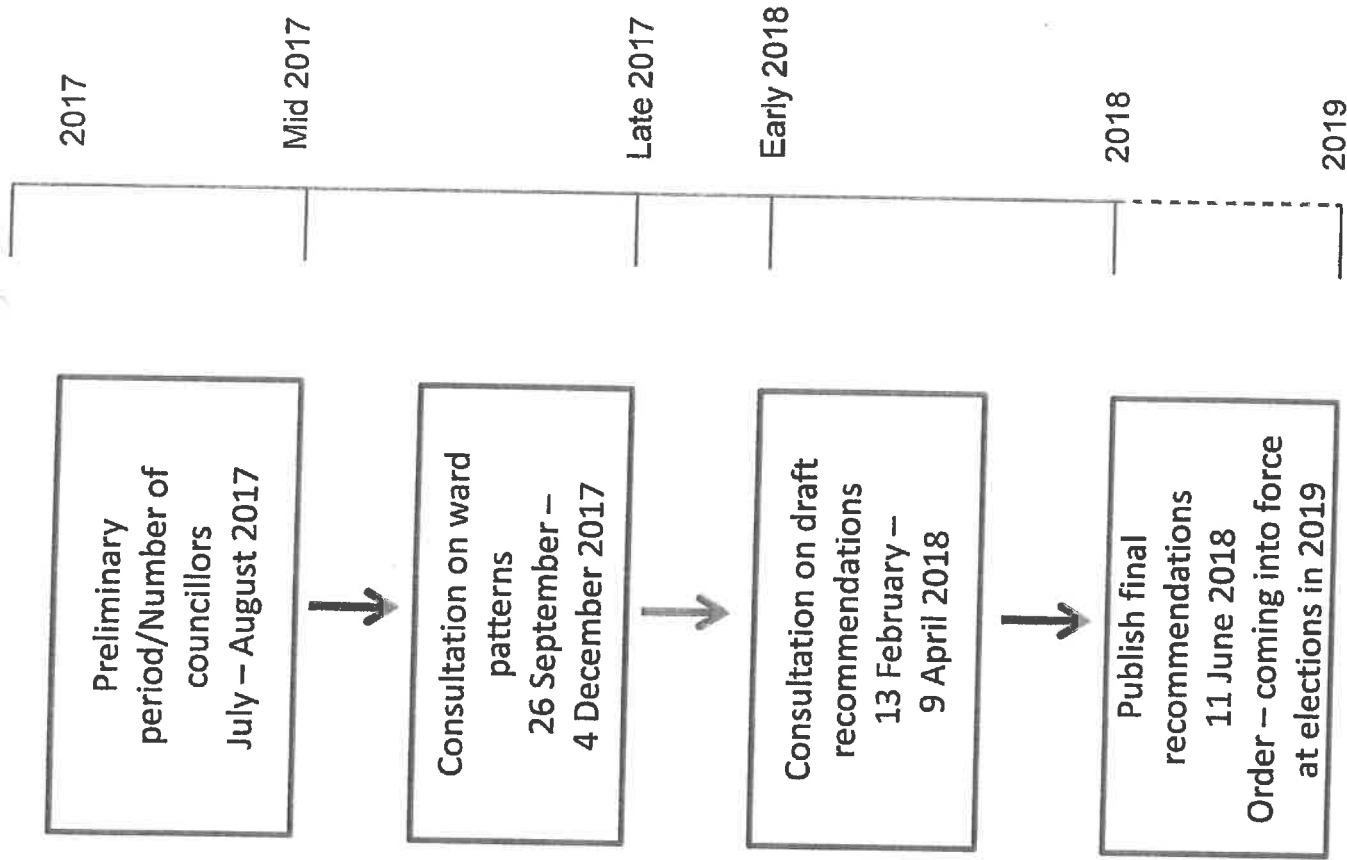


When

- Consultation on warding patterns
26 Sept 2017 – 4 Dec 2017
- Consultation on draft recommendations
13 Feb 2018 – 9 Apr 2018

When

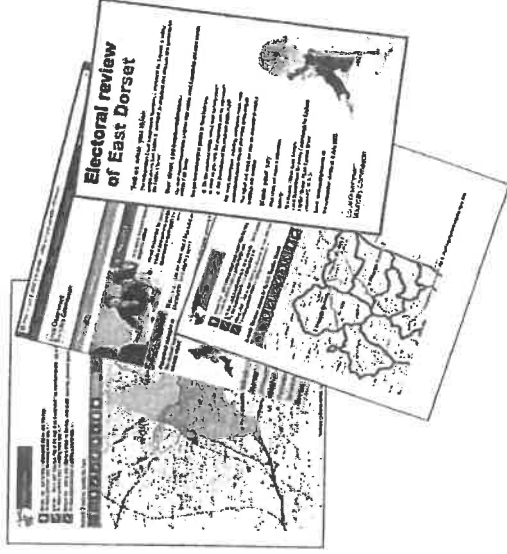
Town +
Parish
Councils *



Website: www.lgbce.org.uk
Have your say: consultation.lgbce.org.uk
Follow us: @lgbce
Contact us: reviews@lgbce.org.uk

How you can make a difference

- You know the local community
- Shaping the council for the long-term
- These will be your wards
- Transparent & consultative
- Influence & encourage



Effective representations

Do not consider:

- Political consequences
- It's not broke don't fix it
- Parliamentary boundaries
- Postcodes or addresses

What we want:

- Rationale not assertion
- What you do and don't like
- Put forward an alternative
- Practical community examples
- Reflect the statutory criteria *

- # Summary
- An intervention review
 - An electoral review determines the following 5 things:
 - Total number of councillors
 - Total number of wards
 - Boundaries of each ward
 - Number of councillors elected to each ward
 - Names of each ward
 - Local views will shape the outcome

AGENDA ITEM

7

T/C 27/4/17

From: Terry Martin [mailto:chief.executive@kentalc.gov.uk]
Sent: 19 April 2017 09:51
Subject: VOLUNTEER SUPPORT WARDEN SCHEME

Dear Councils

Many thanks for the responses to my previous e-mail on the recruitment campaign for Volunteer Support Wardens.

As highlighted in my previous e-mail, we met with KCC before Easter to review progress. There have been 5 applications received so far in 5 areas: Fordwich, Great Chart, Hythe, Snodland and Wittersham. As already mentioned, the recruitment campaign will operate on an ongoing basis and publicity material has been updated to remove the previous deadline. We will review progress with KCC at the next meeting on 4 July.

KCC has been actively promoting the recruitment campaign through many avenues, including: Twitter/Facebook, Countryside Access Warden Newsletter, KNET, GET Newsletter, KCC TV screens, KCC Media webpage, Do-It website, Public Protection Newsletter and delivering leaflets in the local area to: local shops; Doctors Surgeries; local pharmacies; primary schools; nurseries; local libraries; Community Cafes; Village Halls and Community Centres; Supermarkets; Railway Station; Churches; and local Post Offices. KCC are printing and distributing a further 20,000 leaflets.

As mentioned above, KCC will continue to actively promote the recruitment campaign in your area. Many of you have highlighted good examples of helping to publicise the campaign in their area through: their Parish Newsletter; on their Noticeboards; Parish/Town Council website; Facebook; to local community groups; at community events; and also directly approaching individuals and encouraging them to apply.

Your continued help and support in promoting and publicising the campaign would be much appreciated. We will keep you updated on progress.

Kind Regards

Terry

Terry Martin
Chief Executive
Kent Association of Local Councils
Tel 01304 820173
Website: www.kentalc.gov.uk

EXTRACT OF MINUTES

TOWN COUNCIL
15 DECEMBER 2016

321/16-17. PAVILION – REQUEST TO REPLACE FLOORING IN MAIN HALL.

After discussion Members agreed to the request and requested that the Tenant be asked if they could supply a Plan of Works for the facility.

RESOLVED:

That request be agreed.

322/16-17. KENT COUNTY COUNCIL COMMUNITY WARDEN VOLUNTEER SUPPORT WARDEN SCHEME.

Members debated the Scheme and after discussion agreed to participate in the scheme at the cost indicated (£1,660.00 for 2 years).

RESOLVED:

That Town Council participates in the Scheme at the cost indicated (£1,660.00 for 2 years).

323/16-17. SURPLUS LAND DECLARATION REQUEST FOR LAND AT STATION ROAD, GREENHITHE (ADJACENT TO 4 RIVERVIEW ROAD) – KENT COUNTY COUNCIL.

RESOLVED:

That the item be noted and no further action taken.

324/16-17. KALC COMMUNITY AWARDS SCHEME.

RESOLVED:

That the item be noted and no further action taken.

325/16-17. PAVILION - UPDATE.

Further to minutes 410/15-16 and 286/16-17 members endorsed the Short and Long Term Plans for the facility.

RESOLVED:

That the Short and Long Term Plans for the facility be endorsed.



THE PARISH NEWS

February 2017

Tel. 01304 820173 | E-mail: kaic@kentalc.gov.uk | Web: www.kentalc.gov.uk

What's Inside?

Front Page - Your New KALC Chairman

- Page 2 : Learning, Development and Event News
- Page 3: President' Piece
- Page 4: Came and Company Advertisement
- Page 5: Council Corner
- Page 6: Communication and Social Media Conference
- Pages 7 and 8: Bringing Your Council into 21st Century - Some tips on Social Media and Storage
- Page 9: Online Scams Awareness
- Page 10: Rural News
- Page 11: Consultations
- Page 12: Cleaner Kent Campaign Launch
- Page 13: Operation Kindle News - Kent' Forum on Transport Strategy
- Page 14: The Transparency Fund...Still Not Too Late To Apply For Funding
- Page 15:
- Back Page:

New KALC Chairman and New Vice Chairman



At the quarterly meeting held on Saturday 21 January 2017, the KALC Executive

Committee duly elected Cllr. Sarah Barker as its new Chairman. Sarah is our first lady Chair since the late 1990's and we are delighted to welcome her into her new role. Sarah has been a long standing Parish Councillor at Kings Hill Parish Council and is Vice Chair of the KALC Tonbridge and Malling Area Committee . She is also a Borough Councillor for Kings Hill Ward. She takes a very active part in the KALC Learning and Development Programme and is often seen promoting our courses, conferences and workshops at major events! The position of Chairman is an important and varied one which lasts for three years. We look forward to working with Sarah at the Association and we congratulate her heartily!

At the same meeting, a new Vice Chairman was also elected. We

welcome Cllr Christopher Woodley to the position and know he will bring the benefit of his



knowledge and former local government background to his role. A parish councillor at Brenchley

Parish Council since 2010, Chris has been Chairman of the KALC Tunbridge Wells Area Committee since 2012. He has chaired some of our major events, most recently at our successful "Communications and Social Media Conference" which was held on 19 January.

We would like to thank Cllr Ray Evison and Cllr Harry Rayner for all their hard work and support during their three year term of office as the previous KALC Chairman and Vice Chairman.

LEADING YOUR LEARNING

KALC Learning and Development

KALC is committed to providing our members with high quality, reasonably priced opportunities to help support and develop their Council.

Over the next few months, we are rolling out our popular **Dynamic Councillor events** throughout the county. Whilst they are primarily for the new councillor, they are equally relevant to those who have been councillors for a long time and might need to refresh their knowledge.

Likewise, we have listened to your views and feedback and have launched Conferences on different subjects that have not been covered before. Our first foray was our very popular Communications and Social Media Conference which took place on 19 January 2017 at The Orchards Venue East Malling. Feedback was extremely good and there is a special report on the event at page 6 of this

issue of the News for further details.

Our next big Conference is on Rural Affairs and takes place on 9 March 2017 -

also at the Orchards Venue in East Malling. We will be covering subjects that really matter to those Councils that aren't "urban" - and in Kent there are many of you. We have put together some fantastic speakers who have grass roots experience on crime, safety, community rights and funding opportunities.

Don't forget our Annual Planning Conference on 23 March 2017, which this year is being held at West Faversham Community Centre. Spaces are filling up quite rapidly on that one so you are advised to reserve your place as soon as possible!

Please see the KALC website for further details.

UPCOMING Events

- **Rural Affairs Conference**

- 9 March 2017, The Orchards Venue, East Malling

- **CILCA Qualification**

Workshops 17 March 2017 and two following sessions, Lenham Community Centre

- **Planning Conference - 23**

March 2017, West Faversham Community Centre

- **Preparing for Your Audit: A Best**

Practice Workshop - 30 March 2017, Lenham Community Centre

- **Preparing for Your**

Audit: A Best Practice Workshop - 1 April 2017, Ditton Community Centre

- **The Dynamic Councillor -**

22 April 2017, Capel (Tonbridge) Parish Council

- **The Dynamic Councillor -**

18 May 2017, Harrietsham Village Hall

- **The Dynamic Councillor -**

22 May 2017, West Faversham Community Centre.



President's Piece

John Rivers Writes for the News



As you would have read elsewhere in this publication, we now have a new Chairman: Cllr Sarah Barker. I would like to congratulate Sarah on her election as Chairman, which lasts for three years in the first instance, and, once again, thank Cllr Ray Evison for his time as Chairman beforehand. We will continue to have Ray's knowledge and expertise because he remains a member of our Executive Committee as 'Immediate *Past Chairman*' and Chairman of our Devolution Advisory Committee.

Similarly, I would like to congratulate Cllr Christopher Woodley, again for a three year term, on becoming our new Vice-Chairman and thank Cllr Harry Rayner for his work as Vice-Chairman beforehand. Once again, we will continue to benefit from Harry's knowledge and expertise as he remains a member of our Executive Committee and Chairman of our Planning Advisory Committee.

As I have said before, Parish and Town Councils are going through a period of change. This may last for several years. For example, some of our District Councils are looking at ways to evolve and work together: '*Super Councils*'. Kent County Council is also working with KALC to look at ways in which Parish and Town Councils could choose to have more involvement in local works and projects. For those of us who see this an exciting opportunity, then there is much to hope for, but for others it will be, perhaps, worrying and threatening. Either way, I think I can be certain in the knowledge that the '*status quo*', as we now know it to be, will not be the same in ten years. I am not sure how it will change, but change it will.

As an organisation, KALC does not rest on its laurels. We are keen to look forward and maintain high standards and to ensure our efforts benefit our members. One of the ways we measure this is through our Annual Membership Survey, where 2017's has just been launched for your completion. **We are very keen for both the Chairman and Clerk to complete this survey together.** The reason for this is simple ~ as both may have different viewpoints, having a combined response gives us a better overall understanding of how well we have done and what needs to be improved.

I would like to assure you all that every choice and comment made is carefully read. This is not a '*tick-box*' exercise! It is also anonymous. It does make a difference and we are very proud of the level of member councils that respond. If you haven't taken part in our Annual Survey before, then please can I ask you to do so this time around? Thank you.

The responses, discussed by your Executive Committee, help constitute our Core Strategic Plan. Your input really does count.

Until next time ...

John Rivers
President
KALC

COUNCIL CORNER



An occasional look at what might help you achieve best practice at your Council.

Here, the thorny subject of employing your clerk and your other paid members of staff is explored, along with some pointers for further guidance and advice on the matter. *Your Clerk/Caretaker/Groundsman has moved to pastures new. You need to recruit someone else. You know it could be a minefield but it has to be done...*

So what's the first step? An advert of some sort will do the trick...won't it?

EMPLOYING A NEW CLERK ...WHAT'S THE DEAL?

Obviously, your Council will need to advertise your vacant position. As part of your KALC membership, you can ask us to publicise your post on our website free of charge. Likewise, you may want to take advantage of your local press publications, and make sure that you use your Parish Notice Board to its full potential too. Whilst "word of mouth" may well be a tempting option, it isn't advisable, as it may be discriminatory. For further advice on avoiding such issues, you should consult the ACAS website. Their templates are free to use and will give you a good idea as to how you should proceed.

You should start your recruitment process by making sure you have a copy of the National Association of Local Councils (NALC) publication - "Being a Good Employer - A guide for parish and town councillors". Our office does keep some paper copies at £2 plus VAT each but you can also download the PDF version by following this link: File: T:\Parish News\ParishNews2017\GEG 2016.pdf

You should be particularly mindful that a "Job Description" is exactly that. It should look professional from the outset! You shouldn't forget that grammar is extremely important when drawing up your advertisement, and your Council should be in agreement with the wording of such a document. Likewise, a "Person Specification" should detail the skills and experience a person should have in

order to do the job - it is a different document to the "Job Description" and should be created once the *description* has been done.

Your application form should always look professional. Again, ACAS has a template which can be used, and it will serve the right purpose, without causing any kind of controversy. As a matter of course, you should ask whether the applicant has been convicted of a criminal offence and if so, to give details. Under the Rehabilitation of Offenders Act 1974 a conviction can become spent. If so, the applicant is not obliged to disclose it. The time required before the conviction is spent will depend on the nature and length of the sentence. Some convictions never become spent. See the Disclosure and Barring Service website for further details - <https://www.gov.uk/disclosurebarring-service-check>

You should also make sure that your form never asks for a date of birth - it is considered discriminatory under the Equal Opportunities Act.

When your Council makes a shortlist of applicants suitable for interview, it should assess each application carefully. It should take into account the person specification and their ability to carry out the job description.

When the interview takes place, you should advise of any practical tests in advance, as well as making sure that any special facilities or arrangements can be made available - for example wheelchair access. You can check what might be required by consulting www.equalityhumanrights.com for further advice. You should have, ideally, three people on your interview panel - as any more is not practical and can also be seen as intimidating to some! Make sure that all the questions you wish to ask have been agreed in advance by the rest of your panel and do not ask personal questions. This advice can be found by consulting the NALC Guide that has already been mentioned. Likewise, we do, at KALC, have access to a Human Resources advice service which may be helpful to Councils in their quest for new staff. This will require an additional fee and we can supply details on request.

Either way, the tools for you to employ new staff are there and should make the job of finding someone a little bit easier!



SOCIAL MEDIA AND COMMUNICATION CONFERENCE WERE YOU THERE?

Social Media, and modern communication, is here to stay. It has sneaked up behind us, and now plays a daily, if not hourly, part of most people's lives - whether we like it or not! In response to membership requests, we held our very first Conference on the subject in January at the Orchard Conference Venue in East Malling.

It was a very well attended event, and was arranged in such a way that there was plenty to listen to and also plenty to learn.

Jennie Thomas, from Stone Parish Council, spoke about branding, and how it affects the way communities are perceived by the public. The Mayor of New Romney, Patricia Rolfe, told our delegates about the efforts her Council has made in communicating and therefore engaging with its local community.

There was a contribution from Alan Jones, the Head of Communications at the National Association of Local Councils (NALC) who outlined the bigger picture of social media and its uses/advantages to our tier.

After an interactive session on Social Media with Murray Evans, Kent County Council's Press Officer, our President, John Rivers, took over the helm with his take on the different Social Media platforms.

We were delighted to have Dave Austin lead an excellent workshop on coaching, whilst Michael Thomson from HugoFox, showed some of our delegates how to set up a website for their Council.

All in all, it was a successful day, if our feedback is anything to go by.

Many of you who attended have indicated that you would like further tuition and advice on the subject, so we are hoping to devise a relevant workshop training module in the near future. In response to some of your queries, there are some short articles on the next couple of pages which should help those Councils who wish to set up their own Facebook page or Twitter feed.

Thank you for coming to such an interesting and innovative day!



BITS AND BYTES... AN OCCASIONAL LOOK AT INFORMATION TECHNOLOGY ISSUES



John Rivers looks at
"Best Practice" for Social Media use in your Council...

At the recent KALC Communication and Social Media Conference, I was asked what could be considered "Best Practice" when backing up your council's data. Likewise, some of you wanted to know how to make a Facebook Group Page 'write only'. I thought we would look at those two issues in more detail.

Facebook is a good vehicle for passing information around your community but, especially if it is new to your council, can have hidden pitfalls. Managing social media needs to be carefully planned beforehand with, at the very least, your council adopting a policy that satisfies governance, responsibility and what to do if something goes wrong. Assuming you have such a policy, then a good way to start is to make your Facebook Group Page outward facing only ~ i.e. readers cannot post onto your page.

To do this is quite straightforward, but let's start by setting up a Facebook Group Page:

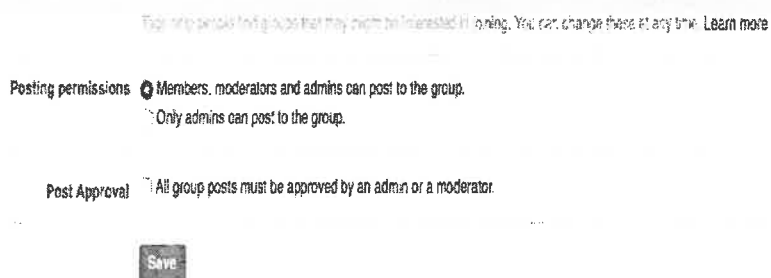
1. Go to Facebook & signup for a 'Council Account'
2. Click in the top right corner of Facebook and select Create Group
3. Select your group preferences, enter your group name, add at least one group member (somebody who already has a Facebook account) and then choose the privacy setting for your group ~ Public
4. Click Create
5. Once you have created your group, you should then personalise it by uploading a cover photo and adding a description
6. After this, go to the three dots towards the top right of your new Facebook Group page



down to Edit Settings and
7. A

open up ~ so you need to go down to the bottom:

Then go Group click on it ☺ new box will



1. Now choose 'Only admins can post to the group' and then Save

Job done! Whoever has posting rights for your council can now upload information without worrying about any comments having to be monitored and/or action taken.

BACK IT UP!

Make sure you back up your important work for the Council... there is nothing worse than losing your data!

Backing-up your data is very important, and you can never be too careful. Here is a quick overview of the major considerations:

1. Do not rely on USB sticks for your back-up : they are prone to 'fall over' at any time. They are susceptible to voltage spikes (*especially when placed in/out of a computer USB port*) and the chip inside has a finite life in any case.
2. Use an external hard drive for your backup (£40 for a traditional 1 Terabyte USB drive) in the first instance.
3. If you have data on your computer for more than one council, then backup each council's data to a separate external hard drive. That way, should you no longer require data on your computer for an additional council, a copy of all the data can simply be passed over to the council in question.
4. At the same time, it is important to back-up your data to the '*cloud*' ~ as this gives you resilience in case of the loss of a computer and/or external hard drive due to theft or fire, for example. There are several providers ~ Dropbox being quite common. If there is a demand, I will cover 'Cloud' providers next time.

To finish, it is important to ensure that your council's data is stored on a computer that is password protected. I am sure this is normal, but does more than one person have access to your password, in case of illness? Are any passwords written down and stored securely? Always a good idea!

I hope this helps to answer some of the questions I have been asked recently? Please let me know if this has been useful & if you would like to see any other IT topics covered.





DON'T BE NEXT!



THIS IMAGE HAS BEEN SUPPLIED BY

ONLINE SCAMS

**MORE MONEY WAS LOST TO ONLINE SCAMS
LAST YEAR THAN EVER BEFORE**

The criminal's aim is to obtain financial information to enable them to empty bank accounts through money transfers or the purchase of goods and services.

The most common scams arrive by email. Here's what to look out for...

- General greeting like 'dear customer'
- Sense of urgency, ie 'act now or your account will be closed'
- Prominent website links can be forged to look similar to the proper address. One different letter means a different website
- Request for personal information such as user name, password or bank details
- Poor spelling and grammar
- Text is contained within an image
- You weren't expecting an email from the company that appears to have sent it



WHAT TO DO IF YOU RECEIVE A SCAM EMAIL

- Do not reply or contact the sender
- Do not click on links or open attachments
- If you have already clicked on a link and opened a website, do not give out any personal information
- Delete it!

SOME OF THE MOST COMMON SCAMS

- Computer viruses
- Fake websites
- Online shopping
- Phishing emails
- Relationship scams

PROTECT YOURSELF

- Never give anyone access to your computer
- Microsoft or someone on their behalf will never call you
- If you need technical help, always call or email your internet service provider's support line or talk to a computer repair company locally
- Never share passwords or pin numbers
- If you provide personal information (login, sign up or register) check there's a padlock symbol in the browser window frame (next to the web address). Make sure the padlock is not only on the page itself.

Secure <https://www.google>

- Update your browser to the latest version
- Use up-to-date security software
- Roll your mouse over links to reveal the actual sender

IF YOU THINK YOU HAVE BEEN A VICTIM

- Contact your bank to stop any payments being taken
- If you have lost money, it is possible your Credit Card Company or contents insurance may cover the loss
- Get your computer checked for any malware or Trojans that may have been installed
- Report it to the Citizens Advice consumer service on 03454 04 05 06, or tell the Police.

kent.gov.uk/tradingstandards



**TRADING
STANDARDS**



KENT AND RURAL MATTERS...



LOTTERY FUNDED

healthwatch
Kent

The Rural Kent Coffee and Information Project

More and more villages are losing their Post Offices, shops and pubs. It can be difficult finding the information you need about services available in rural areas. It can also be a problem knowing who to turn to for the help you require, or even how to find out what is actually available to you. In villages that do not have a village hall or any other type of community building, the Rural Kent Coffee and Information Project can provide a much needed point of focus for bringing villagers together. The project will launch in April and will offer free refreshments and a wealth of information about the services available in your area. Our staff and volunteers can direct

residents to the information or help they need, or they can just come along for a chat, meet other villagers and get to know more about the things that are happening in their community.

We stay for two hours giving everyone plenty of time to make full use of the service we offer.

If you are lucky enough to live in a village with plenty going on, why not invite us to join you at one of your events? Our camper van is available all year round and can link in with your coffee morning or lunch club to bring you the same range of information.

Our visits are completely free but donations are very welcome to help support the service.

If you are interested in having us along, please get in touch to find out more on 01303 813790 or email me at kathy.bugden@ruralkent.org.uk

This is a Rural Kent project that has been funded initially by Kent County Council, Engaging Kent CIC and the National Lottery through the Big Lottery Fund.

With thanks,

Kathy Bugden
Project Officer
Rural Kent

CONSULTATION, CONSULTATION CONSULTATION!



ADDING YOUR VOICE ...

Kent is unique in its strategic location in the country as a gateway to mainland Europe. Despite the positive economic benefits road freight brings to the county and UK, the negative implications are felt across the county. The Freight Action Plan for Kent includes nationally and locally important priorities such as Operation Stack and the provision of overnight lorry parking as well as looking into HGV routing and the powers that Kent County Council can use to reduce the negative impacts of road freight. The plan incorporates a refresh of the original Freight Action Plan but brings it up to date with what the Council has already achieved and what they will plan and continue to do to mitigate the negative impacts of road freight in Kent.

The Freight Action Plan sets out what KCC has already achieved, the roles and responsibilities of the major stakeholders of freight traffic in Kent and outlines five key actions to help mitigate the negative impacts of road freight to the county which are as follows:

To tackle the problem of overnight lorry parking in Kent

To find a long term solution to Operation Stack

To effectively manage the routing of HGV traffic to ensure that such movements remain on the strategic road network for as much of its journey as possible
To take steps to address the problems caused by freight traffic to communities

To ensure that the Council continues to make effective use of planning and development control powers to reduce the impact of freight traffic

This consultation is an opportunity for people and organisations within Kent to express their views, including the extent to which they agree with our actions and approach to freight issues.

The deadline for comments to Kent County Council is 12 March 2017

Station Consultation

Kent County Council is promoting a new parkway station in Thanet on the existing rail line between Minster and Ramsgate just to the west of the village of Cliffsend.

In 2015, a consultation was run on the initial design for a new station. Your feedback helped to inform the outline design on which Kent County Council is now seeking your views. The proposed parkway station will be an unstaffed, two platform station with step-free access from ground level to both platforms and the capability to accept 12 car trains. A car park adjacent and a forecourt with bus stops, drop-off and pick-up zone, dedicated taxi area and an area for cycle storage. *The deadline for comments to Kent County Council is 19 March 2017.*

To contribute to any of the subjects for debate - go to this web page directly:

http://consultations.kent.gov.uk/consult.ti/system/findConsultations?DOSEARCH=Y&PAGEINFO NAME=listcurrentconsultations&ca_weblistcontrol=Main&type=0

News From Operation Kindle

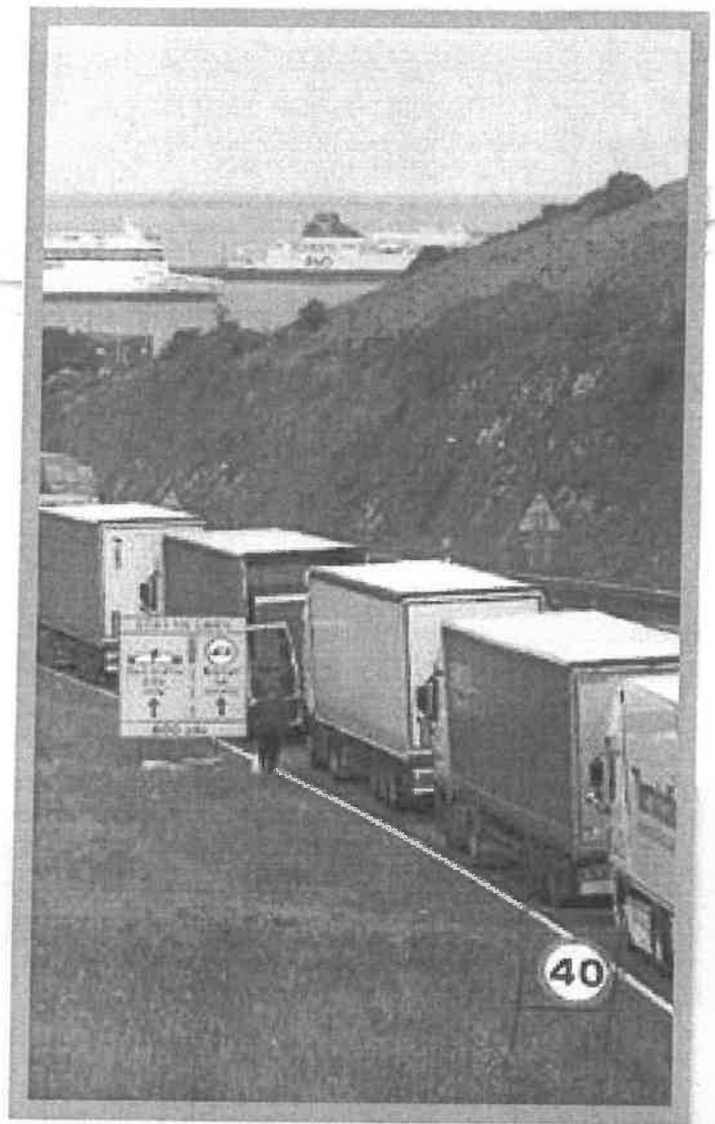
THE FORUM FOR KENT'S TRANSPORT INITIATIVE

More than 3,700 Heavy Goods Vehicles (HGV) have been dealt with by Police and Highways Officers at unsafe and illegal parking locations in Kent in just over a year.

Officers from Kent Police and Highways England have moved on, fined or immobilised a total of 3,703 lorries as part of joint enforcement operations to keep Kent's roads safe since December 2015.

In total, 3,098 vehicles have been moved on, and 579 long-distance drivers have been issued with Graduated Fixed Penalty Notices. Eleven HGVs have been moved on and subsequently immobilised for initially refusing to pay their fines while a further fifteen were dealt with for other traffic offences.

As part of their continuing patrols, officers visit key locations including the A2 near Cobham and Lydden, the M20 between Junction 9 at Ashford



and Dover plus the M2 at Farthing Corner. Chief Inspector Tony Dyer from the Roads Policing Unit said: 'Long-distance drivers need to take breaks both for their health and as a legal requirement but it is not acceptable to endanger other road users.'

'There are facilities, not just in Kent, where HGVs can stop to take breaks and we continue to urge drivers to plan their journeys and take into consideration where they can stop safely and legally.'

'We will continue to target those who disregard this simple message and park on hard shoulders and slip roads.'



WHAT'S NOT TO LIKE?

If your Council has a turnover not exceeding £25000, your Council should be compliant with the mandatory requirements of the Transparency Code for smaller authorities which requires certain information to be published online. Further details on the mandatory requirements of the Transparency Code, which came into force on 1 April 2015, can be accessed via the following link

<https://www.gov.uk/government/publications/transparency-code-for-smaller-authorities>.

All smaller authorities with a turnover not exceeding £25,000 must make sure they are compliant with the Code.

We wanted to remind all those Councils that have a turnover not exceeding £25,000 that the Government has set up a Transparency Fund to enable them to become compliant with the mandatory requirements of the Transparency Code. The Fund can be used to purchase a computer/laptop, software and a scanner if the Council does not already own them and staff costs for becoming and maintaining compliance with the mandatory Code. Further details on what can be claimed are set out in the updated guidance notes and new application form on the NALC website <http://www.nalc.gov.uk/our-work/the-transparency-fund>.

Thank you to those Councils that have already submitted applications. The national board has so far approved 70 applications from our county totalling just over £32,500 and payments have now been sent to all those councils.

We would encourage all councils that have a turnover not exceeding £25,000 to look closely at the new Guidance Notes and consider whether they are able to claim for costs associated with compliance with the Transparency Code for smaller authorities. Authorities with a spend of over £25,000 are not eligible to apply for funding from the Transparency Fund unless they can prove that their turnover has not been exceeding the £25,000 limit 3 years in a row.

Please note that those councils that made an application for funding in 2015/2016, can now apply for monthly staff costs for 2016/2017. See the Guidance Note for further details.

Should you have any questions, please call Terry Martin at KALC on 01304 820173 or alternatively email him at chief.executive@kentalc.gov.uk

KEEP IT LOCAL

Locality, the organisation that campaigns for more services to be kept, or introduced, in local communities, has recently launched their "Keep It Local" initiative. This calls for locally commissioned and delivered public services which provide substantially better outcomes and value than standardised, "one size fits all" services. They have produced a new booklet - How to Keep It Local: Five Step Guide for Councillors and Commissioners - which is available via this link: [http://locality.org.uk/wp-content/](http://locality.org.uk/wp-content/uploads/How-to-Keep-it-Local.pdf)

uploads/How-to-Keep-it-Local.pdf It may be useful to your Council, especially if you have some kind of specific project in mind. The crux of the initiative is to make sure that public services are indeed kept local with the choice of a local non profit organisation running a scheme rather than a big national company. There are plenty of tips to lead communities in the right direction, should they wish to begin setting up a service or project in their area. Further information on Locality and what it does can be found here www.locality.org.uk

The logo for the National Association of Local Councils (NALC). It features the letters 'NALC' in a bold, italicized, sans-serif font. To the left of the letters are four slanted parallel lines of varying lengths, creating a stylized graphic element.

Trees Anyone?

The Charter for Trees, Woods and People will launch on 6 November 2017

The National Association of Local Councils (NALC) is one of around fifty organisations that is supporting the campaign to celebrate the value of our trees and woods. Its launch date is not insignificant - it will be 800 years since Henry III signed the original Charter of the Forest. This influential document protected and restored rights to people to access and use the Royal Forests.

Nowadays, our nation's woods and trees are facing unprecedented pressures from development, pests, diseases and climate change. They risk being neglected and forgotten. So it is time to create a new charter - one that recognises the important part that trees and woods play in our culture and society. Not only providing the air that we breathe, of course, but a valuable space for play and recreation. Likewise we must not forget that trees and woods enhance our landscape. Recent research shows that having trees near a residential area encourages increased outdoor exercise.

So don't ignore your trees and woodland! Find out how your community can play its part in the charter. Further information is available via this link:

https://treecharter.uk/?utm_campaign=13174_Tree%20Charter%20%20Newsletter%20Welcome&utm_medium=email&utm_source=treecharter&utm_j=3KF2%2CA5Y%2C2UTK7C%2CIMS%2C1

BACK PAGE

FUNDRAISING IDEAS

Tesco's "Bags of Help" initiative continues to go from strength to strength, and it provides grants for local community schemes from the 5p bag charge. The grant can be used to improve local parks, hold community events and also to support sports groups, but there are other opportunities too. The grants are available up to a sum of £4000. The scheme is being managed by Groundwork, a leading community charity, and if you would like to apply for help, you should contact the organisation in the first place. Visit the following website for more details:

<http://www.groundwork.org.uk/Sites/tescocommunityscheme/pages/Category/boh-grant-for-projects>

The next deadline for the Kent Bia Society Fund closes on 10 March 2017. The Fund is a social finance fund which can provide investment for up to £100,000 for new and existing Kent based social businesses and enterprising charities. Follow this link for more details on the scheme:
<http://www.kentcf.org.uk/apply-for-a-loan/>

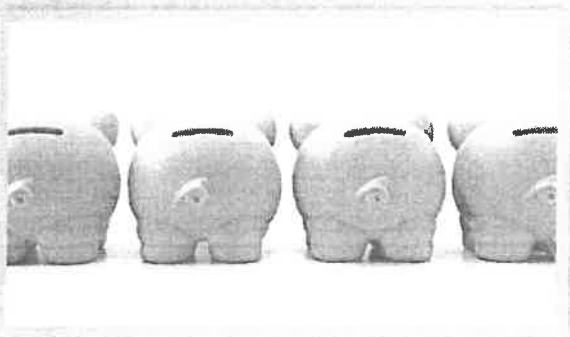
Don't forget that Kent County Council has a web page dedicated

to funding throughout the county. It is always worth taking the time to browse the details there, as there are often smaller charities and schemes that provide specialist funding for local projects.

Sport England has launched its new new fund dedicated to enhancing space in local communities.

Called the Community Asset Fund, it aims to have an impact on the the sporting activity of the local community. This may well be the installation of a traditional sports facility, but it doesn't necessarily have to be so. You may well have a specific idea that could be considered. If so, you should first consult the funding criteria, which can be found here:

<https://www.sportengland.org/funding/community-asset-fund/>



Clerks'
Conference
7 June 2017

Councillors'
Conference
8 July 2017



If you would like to advertise any vacancy for employment on our website, do be aware that this is a free service to our member Councils. We are happy to oblige! Send us an email with the employment description and so on and we will put the advertisement up as soon as we can for you.

T/K 27/4/17

Martin Harding

From: Simon Harrison <simon.harrison@ebbsfleetdc.org.uk>
Sent: 12 April 2017 10:43
To: Martin Harding
Subject: Water Management in Ebbsfleet
Attachments: May2017_Ebbsfleet_Summit_agenda.pdf

Morning Martin,

I hope you are well, and have some exciting plans for Easter. As promised, I have included you in communications on the water management group we have set up, and would welcome yourself or an appropriate member attending future sessions.



Firstly, the presentations from the first water management meeting are available to download from the Ebbsfleet Learning and Action Alliance webpage on the Urban Flood Resilience website (<http://www.urbanfloodresilience.ac.uk/learning-and-action-alliances/ebbsfleet-laa.aspx>).

Ebbsfleet Water Management 'Summit' on May 10th

The first alliance session revealed some key challenges for us in developing a comprehensive approach to water management across Ebbsfleet. With this in mind we would like to invite you to what we have entitled a 'summit' on Water Management on May 10th at the Eastgate Community Centre. The ambition for this session is to discuss current practice in the planning, design and delivery of water management and SuDS within Ebbsfleet, with a particular focus on the experience of current housing developers.

The summit will be hosted by the Urban Flood Resilience Research consortium, and supported by Ebbsfleet Development Corporation as part of the Ebbsfleet Action Learning Alliance, towards achieving integrated, innovative and efficient water management practice within stakeholder organisations across the Ebbsfleet area

Please find attached the current agenda for the event, which we will be confirming in the next week or so. In the meantime I would be grateful if you could confirm your attendance.

Warm regards,
Simon

Simon Harrison
Head of Design

Mobile: [REDACTED]
ebbsfleetdc.org.uk



Ebbsfleet
DEVELOPMENT CORPORATION

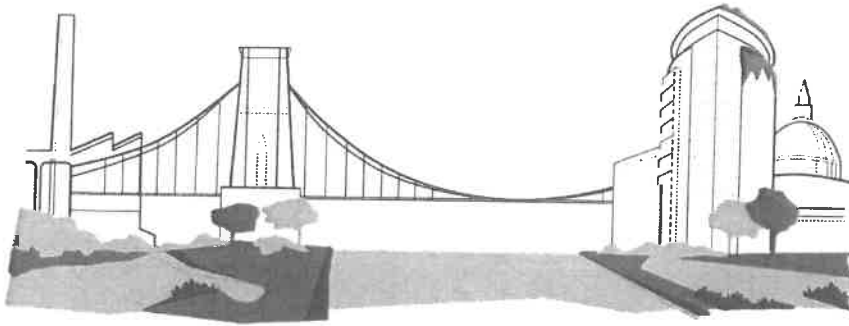


Ebbsfleet Development Corporation • North Kent Police Station • Thames Way • Gravesend • Kent • DA11 8BD

For all the latest news from Ebbsfleet Garden City visit ebbsfleetdc.org.uk



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Ebbsfleet Summit

Eastgate Community Centre 10 May 2017 09.30 – 15.15

9.30 Participant arrival and networking over coffee

Session 1. Setting the context

- 10.00 Welcome and introductions
Simon Harrison (Ebbsfleet Development Corporation)
- 10.05 Urban Flood Resilience in an Uncertain Future
Colin Thorne (University of Nottingham)
- 10.30 The Ebbsfleet Garden City
Simon Harrison (Ebbsfleet Development Corporation)
- 10.50 Kent County Council flood risk management strategies
Bronwyn Buntine (Kent County Council)

11.05 Q&A

11.30 Refreshments

Session 2. Opportunities and barriers in Ebbsfleet

- 11.45 Developer's vision for Ebbsfleet (TBC)
- 12.00 Rivers, nature and greenspace (TBC)
- 12.15 Group discussion: what are current barriers and opportunities in Ebbsfleet?

13.00 Lunch and networking

Session 3: Developing a collaborative vision for Ebbsfleet

- 13.45 Briefing on the Learning and Action Alliance and membership options
Emily O'Donnell (University of Nottingham)
- 14.05 Workshop exercise: developing a vision for a resilient, sustainable Ebbsfleet
- 14.55 Feedback to main group
- 15.15 Closing remarks and end of meeting**

Ebbsfleet Vision for The Garden Grid

