

TOWN COUNCIL  
8 FEBRUARY 2024

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 8 FEBRUARY 2024 at 7.00pm

**PRESENT:**

Councillor Peter Harman – Town Mayor  
Councillor Ann Duke – Deputy Town Mayor  
Councillor Anita Barham  
Councillor Emma Ben Moussa  
Councillor Peter Harris  
Councillor Lesley Howes  
Councillor Richard Lees  
Councillor Alan Reach  
Councillor Hazel Stephens  
Councillor Elizabeth Wickham

**ALSO PRESENT:**

Graham Blew – Town Clerk  
Martin Harding – ATC/RFO  
Councillor Carol Gale – Dartford Borough Council  
Greenhithe

**ABSENT:**

There were none

**402/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Deputy Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

**403/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Claire Pearce, due to other commitments.

An apology for absence was received from Councillor Dawn Johnston, due to other commitments.

An apology for absence was received from Greenhithe Dartford Borough Councillor David Mote, due to other commitments.

An apology for absence was received from Revd. Charlie Lloyd-Evans, due to other commitments.

**RESOLVED:**

That the reason/s for absence, for the above Town Councillor(s), be formally accepted and approved.

**404/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

*As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.*

**405/23-24. TO RECEIVE THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING ON 17 JANUARY 2024**

**RESOLVED:**

That the Minutes of the Special Town Council Meeting held on 17 January 2024 be confirmed as a true record and be signed.

**406/23-24. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**407/23-24. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 17 JANUARY 2024**

**RESOLVED:**

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 17 January 2024 be confirmed and the recommendations made therein be adopted.

**408/23-24. BUDGET STATEMENT**

Further to minute 412/22-23 Members were asked to agree the draft Budget Statement 2023 – 2024 which will be produced digitally, in the same way as in 2022 - 2023, with hard copies made available to members for distribution and placed at the Community Café and at Swanscombe Surgery.

**RESOLVED:**

That the draft Budget Statement 2023 – 2024 be agreed.



**409/23-24. BRITISH HEART FOUNDATION – DEFIBRILATOR.**

Further to minute 377/23-24 (RLA 17 January 2024) on behalf of the community groups the Town Council had successfully applied to the British Heart Foundation Defibrillator Scheme and a new defibrillator (in an unlocked heated external cabinet), had been delivered, and will shortly be installed in Swanscombe Park.

**RESOLVED:**

That the item be noted.

**410/23-24. GANG MOWING.**

Further to minutes 460/22-23 and 377/23-24 and in accordance with Financial Regulation 11.1 (iv) (and in consultation with the Chairman of Finance and General Purposes Committee) a continuation contract for gang mowing in 2024 had been signed.

**RESOLVED:**

That in accordance with Financial Regulation 11.1 (iv), the action in agreeing the contract for gang mowing of the Town Councils areas for 2024 be endorsed.

**411/23-24. TREE SURVEY 2024 – SPRING VALE.**

As members were aware, the Town Council are currently arranging for our periodic tree survey to be undertaken. Further to minute 381/23-24 the survey for Spring Vale was arranged to be completed as a priority.

Quotes are currently being sought to have the works undertaken and members were asked to delegate authority to the Town Clerk to have all the highlighted works undertaken using the best value quote received (subject to this being within the budget available).

**RESOLVED:**

1. That the results of the periodic tree survey 2024 for Spring Vale be noted.
2. That, in accordance with Financial Regulation 4.1, the Town Clerk be delegated authority to have all the highlighted works undertaken using the best value quote received subject to this being within the budget available from the Financial Risk Assessments allocated to the periodic tree survey.
3. That the Recreation, Leisure and Amenities Committee be asked to consider the level of risk of the areas included in the periodic tree survey.

**412/23-24. EXTERNAL FUNDING – SUCCESSFUL APPLICATION.**

The Town Council had successfully applied to the Parish Council Winter Support Grant which is funded by Kent County Council (KCC) and administered by the Kent Association of Local Councils (KALC). The scheme is designed to support a diverse range of low-income households, including families with children, older individuals, unpaid caregivers, and those living with a disability.

Once the payment had been received by the Town Council these funds would be donated equally between the Mary Child Kent, Swanscombe Food Cellar, CAS Community Solutions (for their Warm Hub) and the Swanscombe Senior Lunch Club.

**RESOLVED:**

That the item be noted.

**413/23-24. PAVILION PROJECT - UPDATE.**

Further to minute 392/23-24 Members were provided with an update report which informed them that, following the Youth Investment Fund (YIF) panel meeting on 6 February 2024, YIF had made the decision to withdraw the offer of funding as the panel felt that the project was at too greater risk of not being able to deliver the building by the absolute deadline of March 2025.

After a lengthy discussion in which members expressed their shock and anger at the YIF panel decision it was proposed, duly seconded, and agreed:

**RESOLVED:**

1. The attached statement be released to inform the public.
2. The Town Mayor and Deputy Town Mayor contact Gareth Johnson MP to arrange to discuss this issue.
3. A Special Town Council meeting be held at 7.00pm on Thursday 15 February 2024 to begin formulating the strategy for the building going forward.



**414/23-24. 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.

London Resort Company Holdings Ltd Community Liaison Group (LRCHCLG).  
Councillor Peter Harman is the Town Councils representative on the LRCHCLG. Councillor Harman had submitted his apologies for absence, and no update had been provided.

NB. In response to an enquiry, LRCHCLG have confirmed that they are happy to accept a substitute representative, if the current cannot attend, but this must be done in advance, with the substitute members contact details being provided.

Ingress Park (Greenhithe) Management Limited (IPGM).  
Councillors' Peter Harman and Peter Harris are the Council's representatives on IPGM. IPGM had indicated that, although unable to provide documentation, they would like to submit verbal updates to the Town Council.

Councillor Peter Harris reported that the AGM had been held on 7 February 2024 where it had been agreed, for financial reasons, to suspend the repairs on 2 of the 14 follies with minimal repairs being made to adhere to Health and Safety issues. Sandbags had also been installed as flood defence until it was possible to extend the flood defence wall.

Dartford Young People's Partnership Conversation (DYPPC)  
Councillor Lesley Howes is the Town Councils representative on the DYPPC. The last meeting had been held via Zoom on 24 January 2024.

Bluewater Forum (BF)  
The Town Mayor is the Town Councils representative on the BF. The last meeting had been held on 25 January 2024 with the main focus being volunteers.

Whitecliffe Community Liaison Group (WCLG).  
Councillor Peter Harman is the Town Councils representative on the WCLG. As previously agreed, the Agenda and Planning and Progress Report from the 17 January meeting were available for inspection.

Dartford Children's Partnership Conversation (DCPC)  
Councillor Emma Ben-Moussa is the Town Councils representative on the DCPC. As previously agreed, the minutes from the meeting on the 30 January 2024 were available for inspection.

**415/23-24. REPORT FROM KENT COUNTY COUNCILLOR.**

Kent County Councillor Mr Peter M Harman gave an update which included:

The last planning meeting had been cancelled due to a lack of business.  
The budget meeting was scheduled to be held on 20 February 2024.

**RESOLVED:**

That the item be noted.

**416/23-24. REPORT FROM DARTFORD BOROUGH COUNCILLORS.**

The Dartford Borough Councillors updated members which included:

A Cabinet Advisory Panel (CAP) meeting had been held and had included a Domestic Abuse Strategy and a Homeless and Rough Sleepers Strategy.

Work had taken place with PC Bayley – Cook to try and get increased traffic enforcement from DBC at the High Street and Manor Road, Swanscombe.

The new DBC properties due for construction at Gilbert Close were still pending archaeological reports.

The recent plaque unveiling at The Sir John Franklin PH had provided the opportunity to arrange for veterans to have a day at the Maritime Museum.

A Budget Consultation had/was been undertaken and a 2% increase was being proposed for this year.

Disabled Access swings were being installed at Buccaneer Bay in Central Park as well as other sites.

The Corporate Plan was currently out for consultation.

Citizens Advice had begun operating their Digital Hubs / Video Kiosks.

Lovers Lane, Greenhithe had had a chalk fall.

DBC Councillor Cally Gale had been appointed to the new Cabinet Portfolio role covering Climate Change, Planet Dartford, Net Zero

A Charity Fashion Show was being arranged with details to follow.

**RESOLVED:**

That the item be noted.



**417/23-24. SEALING OF DOCUMENTS.**

Members were advised that the following document had been received from the Solicitors acting for the Town Council for signing and sealing:

- Deed of Easement – Land at rear of No.4 Orchard Road, Swanscombe.

**RESOLVED:**

1. That, in accordance with Standing Order 21 a) and b), the Town Mayor and Town Clerk be authorised to sign and seal the document.
2. That the remaining Deeds of Easement for this project can be signed in accordance with Standing Order 21, a) and b) as and when they are received.

**418/23-24. TOWN MAYORS ANNOUNCEMENTS.**

The Town Mayor advised the meeting that the date for Civic Night had been set as Saturday 20 April 2024.

**419/23-24. EXCLUSION OF THE PRESS AND PUBLIC.**

MOVED BY Councillor Richard Lees and seconded by Councillor Peter Harris.

**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 items of business.

420/23-24. **REQUEST REGARDING CHURCH ROAD HALL.**

Members considered the confidential report and after discussion it was agreed.

**RESOLVED:**

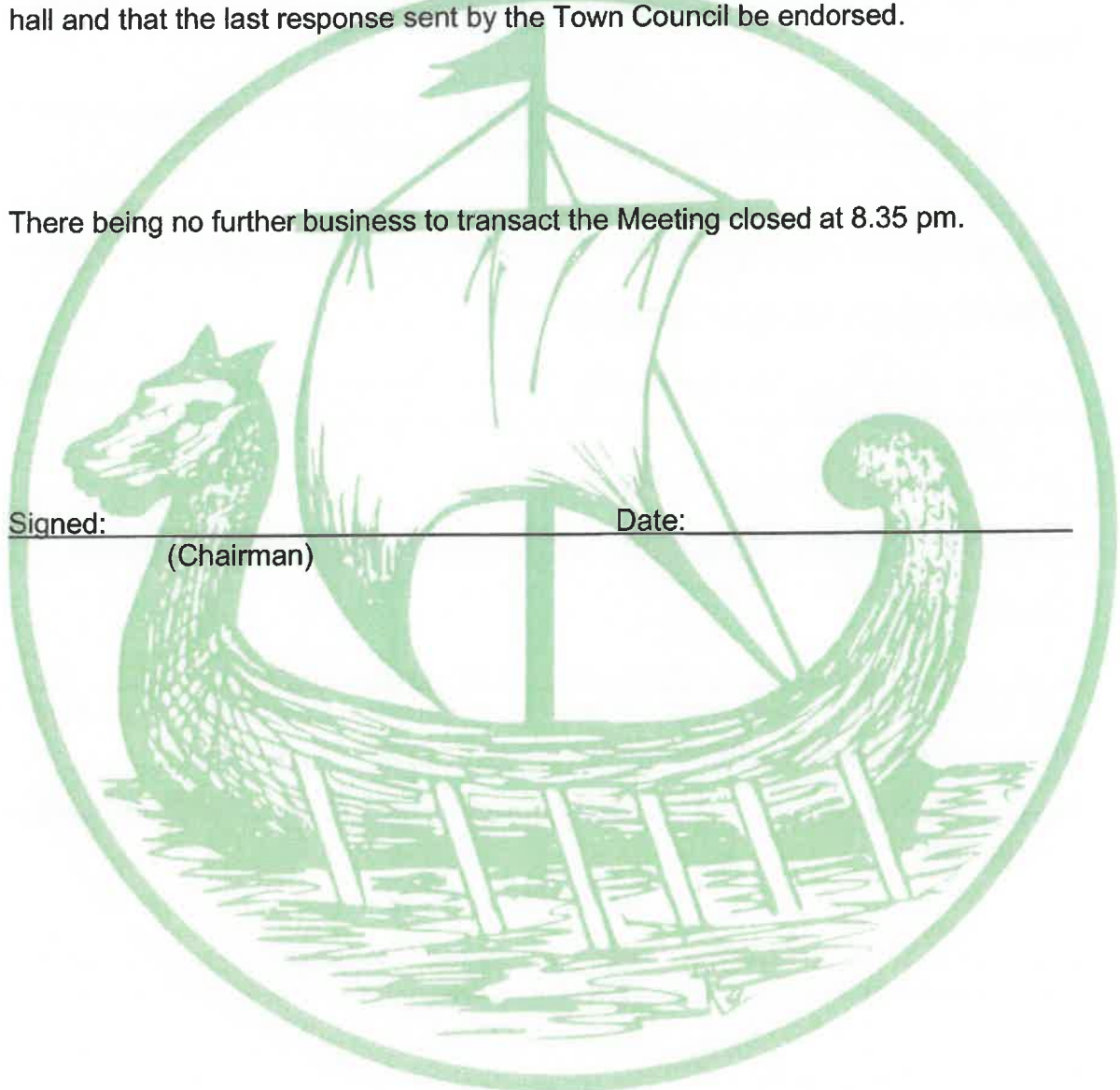
That the Town Council would be better serving the community with the current use of the hall and that the last response sent by the Town Council be endorsed.

There being no further business to transact the Meeting closed at 8.35 pm.

Signed: \_\_\_\_\_

(Chairman)

Date: \_\_\_\_\_





MINUTES of the SPECIAL TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 15 FEBRUARY 2024 at 7.00pm

**PRESENT:** Councillor Peter Harman – Town Mayor  
Councillor Ann Duke – Deputy Town Mayor  
Councillor Anita Barham  
Councillor Emma Ben Moussa  
Councillor Lorna Cross  
Councillor Lesley Howes  
Councillor Dawn Johnston  
Councillor Richard Lees  
Councillor Hazel Stephens

**ALSO PRESENT:** Graham Blew – Town Clerk  
Martin Harding – ATC/Responsible Financial Officer (RFO)  
x11 Members of the public  
x1 Press

**ABSENT:** Councillor Elizabeth Wickham.

**421/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

**422/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Peter Harris, due to other commitments.

An apology for absence was received from Councillor Claire Pearce, due to other commitments.

An apology for absence was received from Councillor Alan Reach, due to other commitments.

**RESOLVED:**

That the reason/s for absence, for the above Town Councillors, be formally accepted and approved.

**423/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

After the Chairman had welcomed everyone to the meeting the RFO gave a detailed overview of the project from early 2021 to date. There then followed a question-and-answer session with the public which included the tender and procurement process and the decision/action timeline.

During the discussion Members confirmed their commitment to providing a new community hub on the site.

**424/23-24. PAVILION PROJECT.**

Further to the Town Council meeting on 8 February 2024 where members had been informed that the Relationship Manager from the Youth Investment Fund (YIF) had advised that, following the YIF panel meeting on Tuesday 6 February 2024, a decision had been made to withdraw the offer of funding it was resolved to hold this meeting for members to begin formulating the strategy for the building going forward.

Members discussed various options for the building, including the service provision for the sports hirers, the overall condition of the building, and the possibility of utilising a Public Works Loan Board (PWLB) loan.

It was then proposed, duly seconded, and agreed unanimously:

**Recommended:**

**1. Short Term**

In terms of service provision for sports hirers the Town Council continues as planned.

The Town Council investigates the possibility of a PWLB loan and to agree a financial plan from the point of the loan (how much would be required, when would the best time to take out a loan etc.).

Whilst the PWLB loan is being investigated the Town Council consider the possibility of demolishing the building and readying the site for future use.

**2. Long Term**

That the Town Council plan for a modular building until sufficient funding is obtained/available.

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

Signed: \_\_\_\_\_

(Chairman)

Date: \_\_\_\_\_



MINUTES of the SPECIAL TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 14 MARCH 2024 at 7.00pm

**PRESENT:** Councillor Peter Harman – Town Mayor  
Councillor Ann Duke – Deputy Town Mayor  
Councillor Anita Barham  
Councillor Emma Ben Moussa  
Councillor Lorna Cross  
Councillor Richard Lees  
Councillor Hazel Stephens

**ALSO PRESENT:** Graham Blew – Town Clerk  
Martin Harding – ATC/Responsible Financial Officer (RFO)  
x5 Members of the public

**ABSENT:** Councillor Alan Reach

**454/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

**455/23-24. PASSING OF MR TOM MADDISON.**

The Town Mayor informed the meeting of the recent passing of long serving Dartford Borough and Kent County Councillor, Mr Tom Maddison.

As a mark of respect, the meeting stood for a minutes silence.

**456/23-34. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Peter Harris, due to other commitments.

An apology for absence was received from Councillor Lesley Howes, due to other commitments.

An apology for absence was received from Councillor Dawn Johnston, due to other commitments.

An apology for absence was received from Councillor Claire Pearce, due to other commitments.

An apology for absence was received from Councillor Elizabeth Wickham, due to other commitments.

**RESOLVED:**

That the reason/s for absence, for the above Town Councillors, be formally accepted and approved.

**456/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

*As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.*

**457/23-24. TO RECEIVE THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING ON 15 FEBRUARY 2024**

**RESOLVED:**

That the Minutes of the Special Town Council Meeting held on 15 February 2024 be confirmed as a true record and be signed.

**458/23-24. PAVILION PROJECT.**

Members considered the update report on the pavilion project.

After lengthy discussion it was unanimously agreed that a Working Group be formed with the following Terms of reference:

The membership of the Working Group would be made up of the following:

1. Councillor Anita Barham
  2. Councillor Emma Ben Moussa
  3. Councillor Lorna Cross
  4. Councillor Ann Duke
  5. Councillor Peter Harman
- That the Working Group formulates costed ideas for the building, including the option of a phased build approach, for consideration by full Council.
  - That the Working Group gives the opportunity to members of the community, that had expressed interest in offering support to rejuvenate the building, to put forward ideas/suggestions.



Further to the first meeting the Working Group, invitations would be extended to the Leader of Dartford Borough Council and to Mr Gareth Johnson MP to discuss any support they could offer for progressing the project.

Members then discussed the financial implications of the existing building and after being proposed, duly seconded it was unanimously agreed that the steel sheeting in place securing the site (currently on hire) be purchased, as detailed in the report, with this expenditure being taken from the Community Infrastructure Levy (CIL) funds previously allocated to this project.

**RESOLVED:**

1. That the outcome of the appeal meeting from YIF be noted.
2. That the work undertaken on securing other funding sources and the current position of borrowing from the PWLB be noted.
3. That the work undertaken as part of the initial feasibility works regarding the Town Councils short-term strategy be noted.
4. That the work undertaken as part of the initial feasibility works regarding the Town Councils long-term strategy be noted.
5. That the current financial implications of the building to the Town Council be noted, and that the steel sheeting, currently on hire, be purchased from the contractor.
6. That a Working Group be created to formulate options for the building, with terms of reference and membership as detailed.

There being no further business to transact the Meeting closed at 8.00pm.

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 7 FEBRUARY 2024 AT 7.00PM

**PRESENT:** Councillor Ann Duke – Vice-Chairman in the Chair  
Councillor Lorna Cross  
Councillor Lesley Howes  
Councillor Dawn Johnston  
Councillor Richard Lees  
Councillor Elizabeth Wickham

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

**ABSENT:** There were none

**393/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

**394/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Peter Harman, due to other commitments.

An apology for absence was received from Councillor Hazel Stephens, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

**395/23-24. SUBSTITUTES.**

There were none.

**396/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**397/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**398/23-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 13 DECEMBER 2023.**

**Recommended:** The Minutes of the meeting held on 13 December 2023 were confirmed and signed.

**399/23-24. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation/ Kent County Council / Gravesham Borough Council for Members observations (full details of these applications can be viewed via the Town Council, DBC, EDC, GBC and the KCC websites).**

DA/23/01456/FUL	Installation of a heat pump in the garden area.  2 Robinson Way, Northfleet.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
EDC/24/0005	Detailed planning application for temporary use of land north of Tiltman Avenue as a vehicle car park and temporary storage for construction materials.  Land North of Tiltman Avenue, Swanscombe.
OBSERVATIONS:	Although not objecting to this application the Town Council have serious concerns regarding what appears to be a retrospective application.  The storage of building materials on this site could be a hazard to reptiles and the Town Council request that the applicant provide a detailed Reptile Mitigation Strategy for this site and one that is strictly adhered to.  The Development Control Board should be made aware that the applicant is failing to comply with Reptile Mitigation Strategy that was a condition for the permission for their site opposite this one.
DA/24/00068/VCON	Site clearance, building operations and other operational works to the existing cliffs to enable the erection of an adventure centre comprising a reception building, aerial trekking course, 360 vertigo swings, skydiving machine, zip wire, zip wire start tower and landing platform, 'giant swing', adventure platform and external rock climbing wall, with associated hard and soft landscaping (Variation of condition 2 on Ref 22/00827/VCON (approved plans) and condition 6 (opening hours)).  Hangloose Adventure, Bluewater Parkway, Greenhithe.
OBSERVATIONS:	No observations.



<p>DA/24/00107/FUL</p>	<p>Conversion of an existing garage to office/gym and associated external works including the replacement of yard facing metal garage door with French doors (retrospective application)</p> <p>3 College Place, Greenhithe.</p>
<p>OBSERVATIONS:</p>	<p>The Town Council object to this application on the grounds that it does not meet the requirements of the Dartford Local Plan Policy M11 – Extensions, New Dwellings and Garden Land, paragraph 3.</p> <p>The proposal would result in the access into the development creating an undue disruption to the character and appearance of the existing road frontage and would result in an unacceptable disturbance to adjacent properties.</p> <p>It would also materially harm the existing residential amenity through visual impact, noise and increased level of activity and disturbance (it would obstruct refuse lorries, delivery vehicles and the emergency services).</p> <p>There is already very limited parking on Ingress Park and the removal of the garage would take away the choice of any future tenants from using it as an off-road parking space.</p>
<p>DA/23/01352/COU</p>	<p>Change of use from house under use Class C3 to a House in Multiple Occupation (HMO) with 9 bedrooms (14 person) (use class Sui Generis) with associated internal alterations</p> <p>1 The Orchard, Mounts Road, Greenhithe.</p>
<p>OBSERVATIONS:</p>	<p>The Town Council are concerned that the property is not designed for 9 units/14 people and that there is not adequate capacity for this amount.</p> <p>An increase in the number of units/occupiers will result in an increase in required parking facilities, waste, and noise etc. which all need to be considered.</p> <p>The Town Council strongly urge that the applicant must take into account, and include mitigating provisions regarding the environmental impact on, and the needs of, the community for their development and, where possible, include the provision of EVCP's.</p>

400/23-24. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/23/00819/FUL	Erection of a first-floor side extension (over existing attached garage), single storey rear extension, provision of dormer window with Juliette balcony in rear elevation and roof lights in front roof slope in connection with providing additional rooms in the roof space.  10 Bevans Close, Greenhithe.
DA/23/01207/FUL	Demolition of single storey rear section and erection of single storey rear extension  1 Stonely Crescent, Greenhithe.
EDC/22/0110/R3 &4	Details of a contaminated land remediation strategy (condition 3) and a site drainage scheme (condition 4) pursuant to planning permission EDC/22/0110 for a new waste management facility.  Unit 6, Rod End Estate, Northfleet Industrial Estate, Lower Road, Northfleet
DA/23/01071/FUL	Shop front alterations and refurbishment and re-configuration of the existing commercial unit.  43 High St, Swanscombe
DA/23/01427/FUL	Demolition of existing rear extension and erection of a single storey rear extension.  26 Leonard Ave, Swanscombe.
DA/23/00728/FUL	Changes to existing front and rear elevations to provide front entrance to flat over and new shop front to ground floor retail unit. (Retrospective Application)  123 & 123A Milton Road, Swanscombe.
DA/23/00729/ FUL	Changes to existing front and rear elevations to provide front entrance to flat over and new shop front to ground floor retail unit. (Retrospective Application)  125 & 125A Milton Road, Swanscombe.
DA/19/00270/VCON	Application for variation of condition 2 (approved drawings) and removal of condition 9 (materials to match existing building) of planning permission DA/16/01698/FUL in respect of change of external materials to be used: Render system to be changed to a Plastisol Pre-finished steel



	external cladding system. Colours to match the existing application New Red and Ivory (retrospective application) Knockhall Academy, Eynsford Road, Greenhithe.
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401/23-24. **The following Refused Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/22/01192/FUL	Provision of a dormer window with Juliette balcony to the rear roof slope and roof lights to the front roof slope in connection with providing additional rooms in the roof space. 3 Beaton Close, Greenhithe.
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There being no further business to transact, the Meeting closed at 7.35 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 28 FEBRUARY 2024 AT 7.00PM

**PRESENT:** Councillor Ann Duke – Vice-Chairman in the Chair  
Councillor Lorna Cross  
Councillor Lesley Howes  
Councillor Dawn Johnston  
Councillor Elizabeth Wickham

**ALSO PRESENT:** Martin Harding – Assistant Town Clerk/RFO

**ABSENT:** There were none

**435/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

**436/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Peter Harman, due to other commitments.

An apology for absence was received from Councillor Hazel Stephens, due to other commitments.

An apology for absence was received from Councillor Richard Lees, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

**437/23-24. SUBSTITUTES.**

There were none.

**438/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**439/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

The Assistant Town Clerk advised members that Kent Highways Service had advised that the proposal to install bolt down bollards on the High Street, Swanscombe, would not be considered until the construction works at the former Wheatsheaf Public House was completed.

**440/23-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2024.**

**Recommended:** The Minutes of the meeting held on 7 February 2024 were confirmed and signed.

**441/23-24. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation/ Kent County Council / Gravesham Borough Council for Members observations (full details of these applications can be viewed via the Town Council, DBC, EDC, GBC and the KCC websites).**

DA/24/00158/FUL	Erection of a single storey rear extension.  2 Palladian Circus, Greenhithe.
OBSERVATIONS:	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.
DA/24/00157/FUL	Erection of a detached building to provide garden office, gym space.  14 Pacific Close, Swanscombe.
OBSERVATIONS:	The Town Council does not object to this application but ask that sufficient noise insulation is utilised within the building to lesson the impact on neighbouring properties.
DA/24/00174/VCON	Demolition of the existing Public House (Sui Generis) and erection of a 3 storey building to provide cafe (Use Class E) at ground floor and 7 x residential units (Use Class C3) at part ground and upper floors. As well as private and communal amenity space provision and cycle and refuse storage provision (variation of condition 15 of 21/01893/FUL in respect of M4 (3) and M4(2) accessibility standards for the dwellings such that the dwelling on the ground floor is built to M4(3), but the dwellings on upper floors are not built to M4(2) or M4(3))  Former Wheatsheaf PH, 60 High Street, Swanscombe.



OBSERVATIONS:	<p>The Town Council object to this application on the grounds that applying a standard for wheelchair accessibility to a property, whilst not offering any suitable parking provision on site may hinder the viability of the unit in question.</p> <p>The Town Council also ask that suitable fire escape regulations are utilised for the wider building if the required standards regarding accessibility are being lowered.</p>
DA/24/00201/TPO	<p>Application for a single tree (among a group of mainly Sycamore trees) which overhangs the rear garden of 21 Watermans Way- to crown raise the tree up to 6m in height overhanging the property subject to Tree Preservation Order No.11 1990</p> <p>Communal Area Between 19 and 21 Watermans Way, Greenhithe.</p>
OBSERVATIONS:	No observations.
DA/24/00026/COU	<p>Change of use from residential dwelling (use class C3) to a care home (use class C2) to provide supported accommodation for either Children or Mothers and Babies</p> <p>110 Milton Street, Swanscombe.</p>
OBSERVATIONS:	<p>Whilst the Town Council support the need for a facility of this type, it objects to the proposed property being utilised for this purpose.</p> <p>The building itself has limited space and facilities for shared use, and with the supporting statement outlining up to 10 members of staff coming to site the current parking provision is insufficient.</p> <p>The supporting statement is also felt to have insufficient detail to fully understand the client base this property will serve, including the definition of a child regarding age and maximum capacity for the building.</p>



442/23-24. The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.

GR/23/376	<p>Development of an enclosed electronic waste (E-Scrap) transfer facility, involving shredding, sampling, sorting, and bulking up of electronic waste streams for onward transportation to recycling/management facilities, including demolition of existing buildings, construction of a new steel framed waste transfer building, firewater storage tank and associated plant, dust extraction unit, office and staff welfare building, new areas of concrete hard standing and footways, upgrade to site drainage, construction of a realigned access point off Manor Way and retention of vehicular access to the adjacent wharf, referred to within the application for permission for development dated 29 March 2023, received on 30 March 2023, as amplified and amended by details referred to in the attached Schedule 1.</p> <p>Britannia Refined Metals (BRM) Ltd, Lower Road, Northfleet.</p>
DA/23/00514/FUL	<p>Erection of 3no single storey 1-bed social housing units with associated landscaping and parking spaces.</p> <p>Rear of 119-133 Milton Street, Swanscombe.</p>

There being no further business to transact, the Meeting closed at 7.25 pm.

Signed: \_\_\_\_\_  
(Chairman)

Date: \_\_\_\_\_

MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE HELD AT THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE ON WEDNESDAY 20 MARCH 2024 AT 7.00PM

**PRESENT:** Councillor Peter Harman - Chairman  
Councillor Ann Duke – Vice-Chairman  
Councillor Dawn Johnston  
Councillor Richard Lees  
Councillor Hazel Stephens  
Councillor Elizabeth Wickham

**ALSO PRESENT:** Graham Blew - Town Clerk

**ABSENT:** There were none

**460/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

**461/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Lorna Cross, due to other commitments.

An apology for absence was received from Councillor Lesley Howes, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillor(s) listed, be formally accepted, and approved.

**462/23-24. SUBSTITUTES.**

There were none.

**463/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**464/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**465/23-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 28 FEBRUARY 2024.**

**Recommended:** The Minutes of the meeting held on 28 February 2024 were confirmed and signed.

**466/23-24. The following planning applications have been received from Dartford Borough Council / Ebbsfleet Development Corporation/ Kent County Council / Gravesham Borough Council for Members observations** *(full details of these applications can be viewed via the Town Council, DBC, EDC, GBC and the KCC websites).*

<p>DA/24/00260/OBB (20221064)</p>	<p>Outline planning application with all matters reserved, except for the primary means of access and road layout, for a phased mixed-use redevelopment involving the demolition of existing buildings and structures including site preparation / remediation works, and the development of residential units (Use Class C3), Class E uses including floorspace for retail Class E(a)), food/beverage and drinking establishments (Use Class E(b)), local services (Use Class E(c)), indoor sport/recreation/fitness (use Class E(d)), healthcare space (Use Class E(e)), creche/nursery uses (Use Class E(f)), office floorspace (Use Class E(g)(i)), a new multi-use stadium with associated business and leisure facilities (sui generis), hotel (Use Class C1), community uses floorspace (Use Class F2). The phased redevelopment will include other sui generis uses, delivery of open space and significant realignment of the road network including the A226 Galley Hill Road / Stonebridge Road / Lower Road with hard / soft landscaping, car and cycle parking provisions, infrastructure works, ancillary and associated works.</p> <p>Northfleet Harbourside - Land Surrounding Ebbsfleet United Football Club, Stonebridge Road, Northfleet.</p>
<p><b>OBSERVATIONS:</b></p>	<p>The Town Council objects to this application.</p> <p>The Town Council have concerns that the information supplied inadequately addresses the impact that this development will have on local infrastructure including the roads and public travel network along with ecology, especially local wildlife. The uncertainty of the current Galley Hill Road closure adds to the concerns of the viability of this proposal regarding the traffic and infrastructure issues and makes it genuinely difficult for the applicants Transport Strategy.</p> <p>The planning assumption is flawed, and the proposed parking provision is sub-standard and does not meet any of the required parking standards. Any property with less than</p>



	<p>x4 bedrooms has only one parking space allocated which is inadequate.</p> <p>The stated parking aspiration for the development must fall short of parking standards given the expected numbers of both residents and visitors to the retail and commercial areas who will use it.</p> <p>There are significant concerns on the direct and indirect impact on the SSSI area (Swanscombe Peninsular) along with concerns that the current archaeological significance of the site is not being taken into account.</p> <p>The wharfs in the area covered by the application are supposed to be safe guarded but this proposal would shut them down.</p> <p>The application is based on the proposed Fastrack routes which are not certain at this time due to the current closure of Galley Hill Road which means they cannot be relied upon.</p> <p>The development proposes an insufficient level of open space given the number of residents who will wish to use it, when compared with both the existing and other emerging communities.</p> <p>This application does not adequately address the concerns previously submitted by consultees.</p>
EDC/24/0022	<p>Change of use from public house (sui generis) to pizza delivery and takeaway (sui generis) and installation of ancillary equipment including extraction duct.</p> <p>The Former George and Dragon, London Road, Swanscombe.</p>
OBSERVATIONS	<p>As this application had been received just prior to the meeting it was agreed that members would submit their comments to the Town Clerk by Wednesday 27 March 2024 and that the Town Clerk, in consultation with the Chairman, be delegated to construct and submit a response.</p>
DA/24/00246/ADV	<p>Display of 4 x free standing, non-illuminated fascia advertising boards.</p> <p>Roundabout at junction of London Road and St Clements Way, Greenhithe.</p>
OBSERVATIONS:	<p>The Town Council objects to this application as the proposed signs appear to be larger than the previously refused application (Appeal Ref: APP/T2215/H/08/1203319).</p>

	<p>The proposed non-illuminated signs would affect the character and appearance of the site and its surroundings: and the signs would result in an unacceptable increase in visual clutter detrimental to the visual amenities of the surrounding area.</p> <p>This key junction has been the subject of many accidents, and the proposed signs would pose a hazard to public safety.</p>
DA/24/00269/FUL	<p>Provision of external insulation and applying render finish to all sides of the property; changing windows and increasing an existing window opening to a pair of patio doors at rear.</p> <p>3 Alma Road, Swanscombe.</p>
OBSERVATIONS:	<p>No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.</p>

467/23-24. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/23/00970/FUL	<p>Conversion from a retail shop (Class E) to 2 bedrooms and incorporate these bedrooms to the existing 3-bedroom HMO to create a 5-bedroom HMO (Class C4), Alterations to front elevation, provision of refuse and bike storage and use of rear curtilage for parking</p> <p>125 &amp; 125A Milton Road, Swanscombe.</p>
DA/23/00983/FUL	<p>Conversion of 123 and 123A Milton Road to create 5-bedroom HMO (House in Multiple Occupation, Class C4), extension and alterations to front elevations and provision of refuse and cycle storage.</p> <p>123 &amp; 123A Milton Road, Swanscombe.</p>

There being no further business to transact, the Meeting closed at 7.50 pm.

Signed: \_\_\_\_\_  
(Chairman)

Date: \_\_\_\_\_

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 21 MARCH 2024 at 7.00PM

**PRESENT:** Councillor Peter Harman – Chairman  
Councillor Emma Ben Moussa – Vice – Chairman  
Councillor Lorna Cross  
Councillor Ann Duke  
Councillor Peter Harris  
Councillor Elizabeth Wickham

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

**ABSENT:** Councillor Dawn Johnston

468/23-24. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The arrangements and constraints relating to the filming or recording of the meeting were explained.

469/23-24. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Lesley Howes due to other commitments.

**RESOLVED:**

That the reason for absence, for the above Town Councillor/s, be formally accepted and approved.

470/23-24. **SUBSTITUTES.**

There were none.

471/23-24. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

472/23-24. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

The Town Clerk informed members that the Junior Park Run had begun in the Heritage Park on 10 March 2024 and the organisers would be displaying a promotional banner on the metal fencing in front of The Swanscombe Centre for a period of 4 weeks and it would then, unless members had any objection, be re-located to the fencing at the front of the Heritage Park.



Members were informed that x1 of the x3 replacement trees recently planted at Manor Park had been snapped on 17 March 2024. This had been reported to the Police in the usual manner.

**473/23-24. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 17 JANUARY 2024.**

**Recommended:** That the Minutes of the Meeting held on 17 January 2024 were approved and signed as a true record.

**474/23-24. SENIOR GROUNDSMAN /GARDENER'S REPORT.**

Members were provided with a copy of the report which updated members on the work undertaken, by the Parks Department and the work planned which included:

Broomfield Park, Eagles Road, Heritage Park, Knockhall Park, Manor Park, Swanscombe Park, Saxon Court, Valley View, Equipment/ Staffing and Miscellaneous.

The Senior Groundsman/Gardener highlighted the issues that were being experienced by foxes damaging the bowls green and the resources this was taking up.

At this point the Chairman informed the Committee that the Senior Groundsman/Gardener had begun his employment with the Town Council on 22 March 1999 (25 years) and presented him with some tokens of appreciation in recognition of this.

**Recommended:** That the report be noted.

**TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.**

**475/23-24. TREE IN BROOMFIELD RECREATION GROUND (NEXT TO DARTFORD BOROUGH COUNCIL HOUSING - O'DELL PLACE).**

Members considered the item, placed on the agenda at the request of the Vice-Chairman.

Members were provided with the following:

- Request from Vice-Chairman
- Photographs taken on the day after high winds.
- Extract of the last tree survey
- Diagram showing location of the tree.
- Copy of the Town Councils Tree Management/Planting Policy

Members discussed the contents of the report and the Town Clerk informed members that the 5-year periodic tree survey was currently being undertaken. It was then proposed, duly seconded, and agreed:

**Recommended:** To take no action until the outcome of the 5-year Periodic Tree Survey was available.

**476/23-24. PERIODIC TREE SURVEY.**

Further to the 8 February 2024 full Council meeting (minute 411/23-24) members considered the level of risk of the areas included in the periodic tree survey undertaken by the Town Council (every 5 years).

Advice had been sought from a tree consultant as well as the Town Councils insurers and had been provided to members along with a list of the site locations.

Members were advised that x2 of the Parks Department staff had attended a Lantra Basic Tree Survey and Inspection course (this would also be arranged for the remaining Parks Department Staff)

<https://www.lantra.co.uk/about/about-lantra>

The financial implications of the current tree survey were advised to members, in that it incurred a cost of £3,200.00 to undertake the survey, and that any works highlighted would result in further expenditure.

After discussing the contents of the report it was proposed, duly seconded, and agreed:

**Recommended:** That the Town Council continues with a 5-year periodic tree survey of its sites.

**477/23-24. NORTH WEST KENT CITIZENS ADVICE BUREAU (NWKAB) – VIDEO ADVICE KIOSKS**

Further to minute 416/23-24 members were updated that contact had been made with the Operations Manager (NWKAB) regarding the possibility/suitability of having a Video Kiosk operating from The Old Fire Station Community Café.

Members were informed that whilst the Video Kiosks are free (they had been funded by UK Power Networks), once the kiosk is deemed working well and demand is established NWKAB would request a contribution, from the Town Council, towards the cost of providing the advisers (approximately £1000 for a year).

**Recommended:** That the CAB be advised that the Town Council would be happy to accommodate a Video Advice Kiosk but that the cost of providing the advisers should be covered by the grant given to the CAB by Dartford Borough Council.



**478/23-24. INGRESS PARK COMMUNITY CENTRE – UPDATE.**

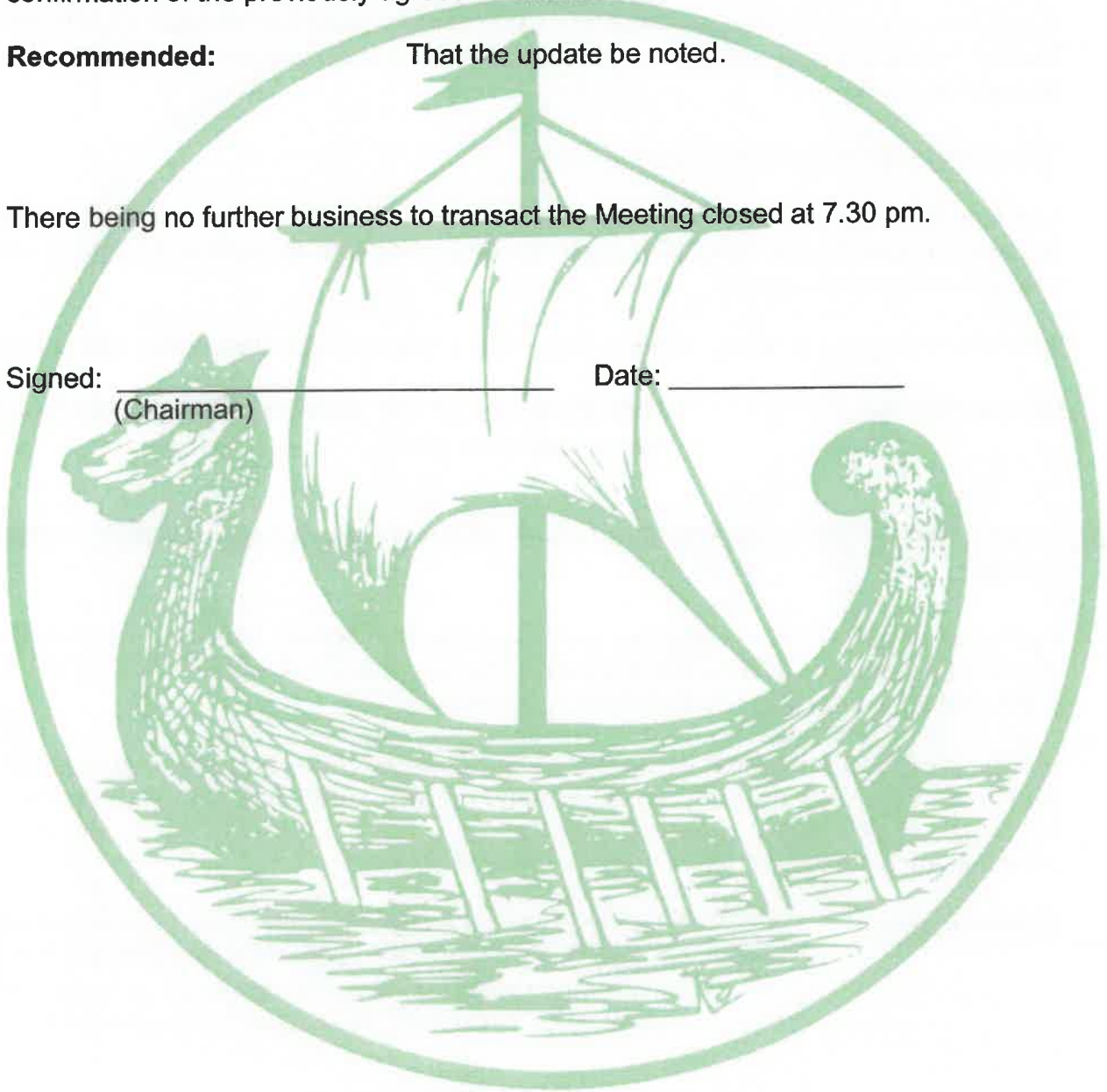
Further to the update provided at the 17 January 2024 Recreation, Leisure and Amenities Committee meeting (minute 384/23-24), the Technical Director & Deputy Managing Director, Crest Nicholson Eastern had provided further information in an email dated 13 February 2024, which had been provided to members.

The Town Council had also received an email from him, dated 5 March 2024 indicating confirmation of the previously agreed commuted sum.

**Recommended:** That the update be noted.

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chairman)





MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 7 MARCH 2024 at 7.00PM

**PRESENT:** Councillor Lesley Howes – Chairman  
Councillor Lorna Cross – Vice-Chairman  
Councillor Ann Duke  
Councillor Peter Harman  
Councillor Dawn Johnston (substituting for Councillor Hazel Stephens)  
Councillor Richard Lees

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

**ABSENT:** Councillor Anita Barham

443/23-24. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

444/23-24. **APOLOGIES FOR ABSENCE.**

An apology for absence was submitted by Councillor Emma Ben Moussa, due to other commitments.

An apology for lateness was submitted by Councillor Richard Lees.

An apology for absence was submitted by Councillor Hazel Stephens, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

445/23-24. **SUBSTITUTES.**

Councillor Dawn Johnston substituted for Councillor Hazel Stephens.

446/23-24. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**447/23-24. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.**

There were none.

**448/23-24. 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 Ann Duke was appointed (minute 30/23-24).

**Recommended:** That the bank reconciliations for January 2024 be noted.

**449/23-24. BANK TRANSFERS.**

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken for January 2024

**Recommended:** That the bank transfers undertaken for January 2024 be approved.

**450/23-24. 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 2024.

**Recommended:** That the receipts and payments for January 2024, as per the annexed list, be approved.

**451/23-24. SUMMARY OF ACCOUNTS.**

Members were provided with details of the Flex-Budget Report balanced to 31 January 2024.

**Recommended:** That the summary of accounts to 31 January 2024 be noted.



**TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S (RFO) REPORT.**

**452/23-24. EXCLUSION OF THE PRESS AND PUBLIC.**

MOVED BY Councillor Peter Harman and seconded by Councillor Ann Duke.

**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 items of business.

**453/23-24. TOWN COUNCIL OFFICES & COMMUNITY HALL – BUILDING ALARM.**

Members considered the contents of the confidential report and, after discussion it was proposed, duly seconded, and agreed:

**Recommended:**

1. That the proposed changes to building security, as detailed in the confidential report, be agreed.
2. That a review be undertaken of the buildings fire control systems and this information be reported back to the next meeting of this committee.

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

Signed: \_\_\_\_\_

(Chairman)

Date: \_\_\_\_\_



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MINUTES of the MEETING of the COMMUNITY SAFETY COMMITTEE held at THE COUNCIL CHAMBERS, THE GROVE, SWANSCOMBE on WEDNESDAY 21 FEBRUARY 2024 at 7.00 PM

**PRESENT:** Councillor Peter Harris - Chairman  
Councillor Peter Harman - Vice-Chairman  
Councillor Lorna Cross  
Councillor Ann Duke  
Councillor Dawn Johnston  
Councillor Elizabeth Wickham

**ALSO PRESENT:** Graham Blew – Town Clerk  
PCSO – Alan Mitchell

**ABSENT:** Councillor Anita Barham

**125/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Vice-Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

**426/23-24. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Lesley Howes, due to other commitments.

An apology for lateness was submitted by Councillor Elizabeth Wickham.

An apology for absence was submitted by PC Bayley – Cook, due to other commitments.

An apology for absence was submitted by Joanne Appleton – Kent County Council Community Warden, due to other commitments.

**Recommended:** That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

**427/23-24. SUBSTITUTES.**

There were none.

**428/23-24. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**429/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**43023-24. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 6 DECEMBER 2023**

**Recommended:** That the Minutes of the Meeting held on 6 December 2023 be confirmed and signed as a true record.

**431/23-24. KENT POLICE REPORT.**

The Chairman introduced and welcomed PCSO Alan Mitchell to the meeting.

PCSO Alan Mitchell outlined the current crime statistics and cases of note within the Town over the last few months which included:

A serious incident on the A2 on 17 February 2024 which had resulted in severe traffic congestion throughout Swanscombe and Greenhithe.

A foreign lorry had been stopped going through Swanscombe on 19 February 2024 and a Traffic Officer had been called who then issued a Fixed Roadside Penalty which had to be paid on the spot. PC Bayley – Cook would be contacting the company that owned / operated the lorry to advise them that their drivers were ignoring the signage and diversions.

Nuisance vehicles at Crossways – Dartford Borough Council had re-instated the ANPR camera and the Police were still carrying out patrols.

During a lengthy discussion Members expressed their deep concerns regarding the traffic congestion experienced on 17 February 2024 during the major incident on the A2. The roads had been gridlocked in Swanscombe and this had been made infinitely worse with the Galley Hill Road closure.

It was proposed, duly seconded and agreed unanimously that the Town Council should write a letter expressing their concerns and asking to be provided with a what plans or procedures the Police have in place (what if) for major incidents as currently it would not be possible for emergency services to get to anyone within Swanscombe and Greenhithe during an incident such as that on 17 February 2024. Members asked that the letter be sent to the Chief of Police and copied into the Leader of Kent County Council, Gareth Johnson MP and the local press.



**Recommended:**

1. That the report be noted, and PCSO Alan Mitchell be thanked for his attendance.
2. That a letter, as detailed above, be sent to the recipients listed.

**432/23-24. KENT COUNTY COUNCIL (KCC) COMMUNITY WARDENS REPORT.**

Unfortunately, the KCC Community Warden was unable to attend but, a written update had been submitted which included:

The area of Swanscombe and Greenhithe, currently is being covered by the Dartford and Gravesham Team, the area dissemination between the team members is to allow us, as a service, to continue in providing continuity to the community and our working partners.

- Adult Social Care and Partner referrals are undertaken by the Team leader.
- Groups/clubs, and food banks are attended by a KCC Community Warden Jo Appleton.
- Visual Presence / community engagement is undertaken by the team.

**Recommended:** That the report be noted.

**433/23-24. COMMUNITY SAFETY LIAISON.**

Kent Fire Service – A budget meeting had been held on 20 February 2025<sup>4</sup> where a 4.99% tax increase had been agreed. There were concerns regarding lithium batteries being charged, for vehicles/scooters etc., and combusting.

Neighbourhood Watch – The Chairman confirmed that they were continuing to hold meetings and that crime seemed to be decreasing.

Community Speed Watch – The next session was scheduled to be held in March 2024.

Lorry Watch - Lead Member, Councillor Elizabeth Wickham, advised the meeting that they had been going out twice a week, weather permitting. There were currently 1x10 volunteers and 1 resident had recently supplied photos of a lorry which had then been passed onto the Police. The Police had set up a portal which allowed residents to report lorries online, including any photographs they may have.

**Recommended:** That those who provided reports be thanked and the information be noted.

434/23-24. **DETAILED ANALYSIS OF CRIME STATISTICS FOR SWANSCOMBE AND GREENHITHE.**

Members were provided with, and discussed, the up-to-date detailed analysis of crime figures for Swanscombe and Greenhithe.

Members were pleased to see that the stats for Swanscombe and for Greenhithe seemed to indicate a decline in crime.

Councillor Dawn Johnson advised that she had recently met the Police Community Liaison Officer, PSE Karen Sandland, who was more than happy to attend a future meeting to give details on her role.

**Recommended:**

1. That the information be noted.
2. That PSE Karen Sandland be contacted and invited to attend a future meeting.

There were no confidential items to be discussed.

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

Signed \_\_\_\_\_  
Chairman Date

<b>Meeting</b>	Swanscombe and Greenhithe Town Council	Item No.	
<b>Report Title</b>	Homework Heroes and Other Stuff - Interim Report		
<b>Report Of</b>	Susan Hart – Director CAS Community Solutions CIC		
<b>Class</b>	Information	<b>Date</b>	April 2024

**1. Purpose of the Report**

- 1.1 To provide end-of-project impact information on Homework Heroes and Other Stuff funding for 2023/24

**2. Background of the Report**

- 2.1 CAS Community Solutions have been granted additional funding to deliver Homework Heroes and Other stuff for 23/24.
- 2.2 One of the funding conditions is for CAS to produce regular monitoring reports for the Town Council.

**3. Statistics**

- 3.1 We now have 51 registered children from the following locations
  - Swanscombe 78%
  - Greenhithe 11%
  - Out of borough 11%
- 3.2 A complete breakdown of attendance by each session can be found in **Appendix A**.
- 3.3 Homework Heroes was suspended in May as our application for funding missed the original deadline. We will extend the provision to April 2024 to ensure a full 12 months of service is delivered.

**4. Programme**

- 4.1 Each term the team continues to work on a programme to include literacy, numeracy and STEM activities.
- 4.2 We continue to incorporate national days, well-being and outdoor activities into our curriculum.
- 4.3 A child presenter has been selected from the Homework Heroes cohort to work on the next ITVX production of Generation Genome.
- 4.4 We are supporting one child with her Duke of Edinburgh Award.
- 4.5 The Coop Member Pioneer delivered a Chinese New Year Activity.
- 4.6 Members of our Community Hub provide ad hoc craft activities throughout the year.



4.7 Indoor planting has started in preparation for the growing space allocated by Cllr Cross.

## 5. Staff

5.1 All DBS checks are now complete

5.2 We have one volunteer vacancy.

5.3 We have funding for our Project Lead to complete the Level 3 Education and Training Qualification which will start after the Easter Holidays.

## 6. Other funding/donations

6.1 CAS are as Coop Cause for 12 months commencing November 2023, to date we have received £1038.72

6.2 The Coop Member Pioneer continues to support Homework Heroes throughout the year by providing healthy snacks drinks and lunches for the school holidays.

6.3 The ASDA Community Team donated outdoor equipment including footballs, hula hoops, skipping ropes and frisbees.

## 7. Next steps

7.1 There was some discussion on whether CAS would reapply for funding to continue with Homework Heroes for another year and at the point of our discussions the numbers attending had dropped.

7.2 In addition, the funding available doesn't cover the costs of running the project.

7.3 However, since these discussions, number have begun to pick up, including two siblings of existing Homework Heroes who reached their seventh birthday. We are now seeing regular attendance of approximately 12 children per session (maximum capacity is 15).

7.4 Therefore we would like to reapply for funding for the 2024/25 financial year but make some changes to the service.

7.5 We would ask the Town Council to consider funding to deliver Homework Heroes for May 2024 – December 2024 during term time only.

7.6 We would use this period to look at other funding opportunities, including Comic Relief funding and an Awards for All Application to continue and expand the service thus removing our dependence on the Town Council,

7.7 A breakdown of our funding request can be found at **Appendix B**.

7.8 Whatever the outcome we would like to extend our thanks to the Town Council for the support over the years. Not just for the invaluable funding but for championing our services and making us feel part of the Swanscombe and Greenhithe community.

**If you require further information on this report, please contact  
Susan Hart on 01322 389144 or email [susan.hart@cas-community.org](mailto:susan.hart@cas-community.org)**

Appendix A

		August 2023												Total							
Date	04/08/23	07/08/23	11/08/23	14/08/23	18/08/23	21/08/23	25/08/23	28/08/23	31/08/23	03/09/23	06/09/23	10/09/23	13/09/23	16/09/23	19/09/23	22/09/23	25/09/23	28/09/23	30/09/23	115	
No. attending	15	14	15	15	19	18	19	8	7	12	8	7	8	8	5	7	8	7	8	67	
September 2023																					
Date	06/09/23	07/09/23	13/09/23	14/09/23	20/09/23	21/09/23	27/09/23	28/09/23	29/09/23	30/09/23	01/10/23	02/10/23	03/10/23	04/10/23	05/10/23	06/10/23	07/10/23	08/10/23	09/10/23	10/10/23	58
No. attending	7	6	10	9	12	8	8	7	7	7	9	5	12	12	5	7	7	7	7	7	61
October 2023																					
Date	04/10/23	05/10/23	11/10/23	12/10/23	18/10/23	19/10/23	25/10/23	26/10/23	27/10/23	28/10/23	29/10/23	30/10/23	31/10/23	01/11/23	02/11/23	03/11/23	04/11/23	05/11/23	06/11/23	07/11/23	61
No. attending	5	8	8	8	3	9	5	12	7	7	7	8	8	5	5	7	7	7	7	7	61
November 2023																					
Date	01/11/23	02/11/23	08/10/23	09/11/23	15/11/23	16/11/23	22/11/23	23/11/23	29/11/23	30/11/23	01/12/23	02/12/23	03/12/23	04/12/23	05/12/23	06/12/23	07/12/23	08/12/23	09/12/23	10/12/23	30
No. attending	7	8	7	8	8	7	7	7	7	7	8	7	7	7	8	8	7	7	7	7	30
December 2023																					
Date	06/12/23	07/12/23	13/12/23	14/12/23	17/12/23	18/12/23	24/12/23	25/12/23	26/12/23	27/12/23	28/12/23	29/12/23	30/12/23	01/01/24	02/01/24	03/01/24	04/01/24	05/01/24	06/01/24	07/01/24	72
No. attending	7	8	7	8	7	7	7	7	7	7	7	7	7	8	7	7	7	7	7	7	72
January 2024																					
Date	03/01/24	04/01/24	10/10/24	11/01/24	17/01/24	18/01/24	24/01/24	25/01/24	31/01/24	01/02/24	02/02/24	03/02/24	04/02/24	05/02/24	06/02/24	07/02/24	08/02/24	09/02/24	10/02/24	11/02/24	90
No. attending	7	7	9	9	8	9	7	9	9	10	10	10	10	10	10	10	10	10	10	10	90
February 2024																					
Date	01/02/24	07/02/24	08/02/24	12/02/24	16/02/24	21/02/24	22/02/24	28/02/24	29/02/24	01/03/24	02/03/24	03/03/24	04/03/24	05/03/24	06/03/24	07/03/24	08/03/24	09/03/24	10/03/24	11/03/24	90
No. attending	8	9	9	10	10	10	12	10	12	10	10	10	10	10	10	10	10	10	10	10	90
March 2024																					
Date	06/03/24	07/03/24	13/03/24	14/03/24	20/03/24	21/03/24	27/03/24	28/03/24	29/03/24	30/03/24	01/04/24	02/04/24	03/04/24	04/04/24	05/04/24	06/04/24	07/04/24	08/04/24	09/04/24	10/04/24	93
No. attending	13	12	12	11	11	11	10	13	13	13	11	11	11	11	11	11	11	11	11	11	93
April 2024																					
Date	03/04/24	05/04/24	10/04/24	12/04/24	17/04/24	18/04/24	24/04/24	25/04/24	26/04/24	27/04/24	28/04/24	29/04/24	30/04/24	01/05/24	02/05/24	03/05/24	04/05/24	05/05/24	06/05/24	07/05/24	
No. attending	13	12																			

Figures in blue depict school holiday provision.

Centre closed on 22nd November due to staff shortage.





<b>Meeting</b>	Swanscombe and Greenhithe Town Council	Item No.	
<b>Report Title</b>	Request for continuation funding - Homework Heroes and Other Stuff		
<b>Report Of</b>	Susan Hart – Director CAS Community Solutions CIC		
<b>Class</b>	Decision	<b>Date</b>	Apr 2023

**1. Purpose of the Report**

- 1.1 To ask Swanscombe and Greenhithe Town Council (S&GTC) to fund Homework Heroes and Other Stuff for an additional 12 months

**2. Background of the Report**

- 2.1 CAS Community Solutions have delivered after school and school holiday provision funded by Swanscombe and Greenhithe Town Council for the last 18 months
- 2.2 The sessions are aimed at young disadvantaged local children, to help them counter the impact of school closures and home-schooling as a consequence of Covid-19.
- 2.5 We have created a safe space at our centre in Swanscombe to deliver literacy, numeracy and STEM activities at key stages 2 and 3, embedded in a fun to learn way,
- 2.6 Our current S&GTC funding took us up to the end of March 2023

**3. Impact**

- 3.1 We now have 47 registered local children with an average attendance of 12 for the after-school club and 15 for the school holiday provision.
- 3.2 Homework Heroes has been running twice a week since August 2021, after school during term time and full days in the holidays. Over that time our diverse group of KS2 young people have grown in confidence and benefitted from the various different sessions we have on offer.
- 3.3 Homework Heroes' activities support national curriculum maths, English and science, as well as arts and crafts and well-being. We have also run our own fundraising campaign in support of Guide Dogs for the Blind. This raised about £300 and the group learnt a lot about training the dogs and what a difference this can make to people's lives.
- 3.4 Around 45-50% of our regular attendees have SEN. Homework Heroes offers them a safe space to chat to other children who they don't go to school with, or who aren't in their year. This allows them an opportunity to socialise away from some of the potential stigma of school.

We have around 35% BME representation, including foster families and refugees. The school experiences of the group ranges from Grammar to SEN to home education. This is a unique opportunity for children within the community to mix with other young people they would not usually encounter. Due the number of children with SEN, we are working with our Kent Adult Education partners for specific training to ensure we are providing the right support.

The feedback we've had from parents is very positive. All saying they have noticed improvements in their child's confidence and communication and one parent of an SEN child said that they never wanted to go back to any after school club apart from Homework Heroes!

- 3.5 Some of the topics we have covered include planting and harvesting, healthy snacks, positive body image, code cracking, rounders games and wellness jars. Some of the sessions are less structured and this experience allows our young people to create their own games and work together as a team. These sessions are really valuable for developing their imagination and communication skills. Mayor, Cllr Lorna Cross has kindly allocated a growing space for our young people, and we have tomatoes, peas and marigolds ready for planting
- 3.6 All staff involved in the planning and delivery of Homework Heroes have completed the AQA Youth Work Qualification
- 3.7 We continue to be a member of The Children's University.
- 3.8 We are working with Play Place to develop a transitional programme for young people moving from primary to secondary provision and a bike maintenance scheme for older youths.

#### **4. Other Funding**

- 4.1 We have been awarded £400 from the ASDA Green Tokens campaign which we will use to provide healthy snacks and lunches during the school holidays. (We currently ask that children are provided with a packed lunch).

#### **5 Costings**

- 5.1 These costs are based on a 12-month provision based on last 2021 rates.
- 5.2 Please note that our staff are all have an enhanced DBS check (available on request)
- 5.3 We have also reduced the staff to one with the support of a volunteer.
- 5.4 We understand that some funding has been ringfenced for our Homework Heroes and Other Stuff project (and is dependent on a decision by the Town Council). This may fall short of what we need to run the project for a full year, so we are of course happy to work with Town Council to adapt the proposed plan to meet the available funding.

#### **5.5 Funding Options**

- 5.5.1 **Option 1 £8291**  
Existing provision of two days a week after school during term time and two full days during the school holidays
- 5.5.2 **Option 2 £5817**  
Two days a week after school during term time only
- 5.5.3 **Option 3 £4998**  
One day a week after school during term time and one day a week during the school holidays
- 5.5.4 **Option 4 2950**  
Two full days a week during school holidays only

See appendix A for a breakdown of these costs.

**If you require further information on this report, please contact  
Susan Hart on 01322 389144 or email [susan.hart@cas-community.org](mailto:susan.hart@cas-community.org)**

## Appendix A

After School Provision (based on 39 weeks)		Option 1	Option 2	Option 3	Option 4
		Current Offer	Term Time Only	1 day per week & 1 day per school holiday	School holidays only
Staff x 1					
Volunteer x 1	39 weeks x 5 hours x £15ph	£2,925.00	£2,925.00	£1,462.50	£0.00
Refreshments	78 sessions x £10	£780.00	£780.00	£390.00	£0.00
<b>Subtotal</b>	78 sessions x £5	£390.00	£390.00	£195.00	£0.00
		<b>£4,095.00</b>	<b>£4,095.00</b>	<b>£2,047.50</b>	<b>£0.00</b>
<b>School Holiday Provision (based on 10 weeks)</b>					
Staff x 1					
Volunteer x 1	10 weeks x 11 hours x £15ph	£1,650.00	£0.00	£825.00	£1,650.00
Lunch	20 sessions x £10	£200.00	£0.00	£100.00	£200.00
<b>Subtotal</b>	20 sessions x 10 children x £5 per head	£1,000.00	£0.00	£500.00	£1,000.00
		<b>£2,850.00</b>	<b>£0.00</b>	<b>£1,425.00</b>	<b>£2,850.00</b>
<b>Management costs (1 year)</b>					
Admin / Data entry / publicity / end of project report					
<b>Sub total</b>	49 weeks x 2 hours x £12	£1,176.00	£936.00	£588.00	£240.00
		<b>£1,176.00</b>	<b>£936.00</b>	<b>£588.00</b>	<b>£240.00</b>
<b>Materials and resources</b>					
Art / Modelling / Teaching Resources					
Additional Children's University Passports	15 passports x £5	£500.00	£250.00	£250.00	£250.00
<b>Sub total</b>		£75.00	£0.00	£0.00	£0.00
		<b>£570.00</b>	<b>£250.00</b>	<b>£250.00</b>	<b>£250.00</b>
<b>Total</b>		<b>£8,691.00</b>	<b>£6,217.00</b>	<b>£4,998.50</b>	<b>£3,340.00</b>
	<b>Less Asda Donation</b>	<b>£400.00</b>	<b>£400.00</b>	<b>£400.00</b>	<b>£400.00</b>
	<b>Funding request</b>	<b>£8,291.00</b>	<b>£5,817.00</b>	<b>£4,498.50</b>	<b>£2,940.00</b>



ANNUAL GENERAL MEETING  
17 MAY 2023

34/23-24. **YOUTH SERVICES – CAS TRAINING REQUEST.**

Further to minute 514/21-22 (Town Council 21 April 2022) where the Town Council agreed the expenditure to recommission CAS Training for youth provision, members were asked to consider the detailed report for proposed Youth provision for 2023 - 2024.

Sue Hart from CAS Training gave a brief overview of the proposal and answered members questions in relation to demographics and publicity before leaving the chamber whilst the item was discussed.

Members were advised that a budget of £4,000 was put in place for the 2023 – 2024 financial year under Cost Centre 245 – Miscellaneous Expenditure. In addition, Members were directed to item 34 on the agenda where the Town Council had been allocated £2,862.94 in CIL funds, yet to be allocated to a project for the Town Council.

Members discussed the importance of ensuring this project was sustainably funded going forward and to ensure this a requirement of the contract for any funding must include that a written update report be provided to each full Town Council meeting during the next 12 months.

Councillor Peter Harman in his role as Kent County Council Member for Swanscombe and Greenhithe pledged £1,391 towards the project.

After discussion Members agreed that the Town Council would support the full package of youth provision proposed by CAS Training (Option 1), with the funding to be sourced from the donation by KCC Member Peter Harman, the £4,000 currently allocated, with the balance to be funded from the Town Councils CIL allocation.

MOVED by Councillor Emma Ben Moussa and seconded by Councillor Richard Lees

**RESOLVED:**

1. That the Town Council agree to commission CAS Training to provide youth services for the 2023 – 2024 year as detailed within Option 1 from the report.
2. That the youth services be funded as detailed above.
3. That the contract to provide these services include the stipulation that written update reports must be provided to each full Town Council meeting throughout the year.



**Kent  
Police**

Working to keep **Kent** safe

**AGENDA ITEM 7**

07 MAR 2024

T/C 18-4-24

Date: 29/02/2024

Ref: FDT97/2024

Graham Blew  
Town Clerk  
Council Offices  
The Grove  
Swanscombe  
DA10 0GA

Dear Mr Blew

I hope that you are well. Thank you for your letter to the Chief Constable. I am now the Inspector for Roads Policing for Kent, and so I will provide a response on behalf of Kent Police.

Kent Police work closely and collaboratively with National Highways and KCC highways to manage closures and diversions on the Strategic Road Network. This includes in response to spontaneous and serious incidents on the road network.

There are written 'Tactical Diversion Routes' planned and documented with each Highways Authority having responsibility for their 'assets' on the road network.

Whilst Kent Police will close roads, for investigative and safety reasons, the regulation of traffic is the responsibility of the Highways Authorities.

I have reviewed the existing Tactical Diversion Routes, and have requested that KCC review these plans for this specific area. I note that you have sent a copy of your letter to KCC, so I am hopeful that KCC are already aware and reviewing and will provide you a suitable response.

Please let me know if you need anything further from me.

Yours sincerely,



Dave Crompton

**Insp 10633 David CROMPTON**

Roads Policing Inspector

Tactical Operations Command

Coldharbour

ext: 142245

✉ | E mail [david.crompton@kent.police.uk](mailto:david.crompton@kent.police.uk)

✉ | Coldharbour Police Station, London Road, Aylesford

☎ | 01622 690690

This is available in  
large print on request

**This page is intentionally left blank.**





Mr Graham Blew

Sent via secure email.

[graham.blew@swanscombeandgreenhithetowncouncil.gov.uk](mailto:graham.blew@swanscombeandgreenhithetowncouncil.gov.uk)

**Cabinet Member for  
Highways & Transport**  
Sessions House  
County Hall  
Maidstone Kent  
ME14 1XQ

Date: 2 April 2024

Reference: 45642641

Dear Graham

Thank you for your letter dated 22nd February 2024, regarding diversion routes around Swanscombe and Greenhithe area during unexpected events.

It must be clarified that the location identified within the initial enquiry is maintained by National Highways (NH), not KCC. The A2 in Dartford and Dartford Crossing is managed by National Highways and, their traffic officers or Kent Police would attend any emergency situation. National Highways network do symbolise vehicles to use the next available route as part of their Diversion Routes for Unexpected Events (DRUE) system. These are generally black and yellow symbols which are permanently placed on existing traffic signs. At the time of incident, it is then required to divert road users via the relevant symbol to seek an alternative route. In any emergency situation, the initial priority will be to ensure any parties involved within such a situation are safe which may mean closing the road to protect those on the route.

It is also important to note that the only bodies able to direct traffic are the police, or trained traffic officers. KCC officers are not authorised to direct traffic and instead, will use traffic management to divert vehicles. In such emergency situations, it is noted that it is not an effective or simple task to request Kent's term maintenance contractor attend these locations to install signed diversion routes. This would be particularly time-consuming for operatives given some routes are particularly lengthy. Kent vehicles do not have any priority over other vehicles and so, cannot pass through traffic queues which significantly lowers the immediate effectiveness if unable to access the alternative route due to congestion. The assumption is made in line with legislation from the New Roads and Street Works Act 1991, that diverted traffic should use equal to, or greater than, road classifications. This is the guidance for planned works, and it is attempted to be followed during emergency procedures where a set route is not agreed with Kent Police.

I trust any response received from National Highways is able to allay your concerns with these specific areas and the above provides some clarity on KCC's stance.

Yours sincerely

**Neil Baker**  
**Cabinet Member for Highways and Transport**

**Member for Whitstable East and Herne Bay West**  
**Kent County Council**

For details on how we will use your information please click [here](#) for our privacy notice

# SWANSCOMBE AND GREENHITHE TOWN COUNCIL



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COUNCIL OFFICES  
THE GROVE  
SWANSCOMBE  
KENT, DA10 0GA

Tel: 01322 385513  
Fax: 01322 385849

Chief Constable  
Mr Tim Smith  
Kent Police Headquarters  
Sutton Road  
Maidstone  
Kent, ME15 9BZ

**COPY**

22 February 2024

Dear Chief Constable

## **TRAFFIC CONGESTION SWANSCOMBE AND GREENHITHE**

Members of the Town Council would like to register their grave concerns regarding the situation that Swanscombe and Greenhithe finds itself in every time there is a major incident on the A2 or the Dartford Crossing.

On Saturday 17 February 2024 there was a major incident on the A2 which resulted in Swanscombe and Greenhithe being brought to a standstill by vehicle congestion with apparently no attendance, or assistance, from the authorities to get traffic flowing or diverted and Members and the long-suffering residents have had enough. In the absence of any police attendance members of the public were putting themselves at risk by having to re-divert the traffic themselves which is obviously an unacceptable position to be in.

The current situation seems to involve diverting lorries and buses through the narrow residential roads of Swanscombe and we would like to request details of what plans, or contingency routes are in place to assist the flow of traffic through Swanscombe and Greenhithe should major incidents occur on the A2 or Dartford Crossing, both in case of closures or repairs. With the regularity of these occurrences there must be a special operations procedure in place (a what if scenario)?

The most serious of issues and biggest concern is how would anyone requiring the emergency services (medical, fire, police) be able to be reached if all the traffic in Swanscombe and Greenhithe is not moving?

This issue is made even more horrifying with the Galley Hill Road closure which has been in place since 10 April 2023 and seems like it will continue for some time.

Your earliest response would be most appreciated as Members are keen to offer residents some assurances for their safety.



Yours sincerely

Graham Blew  
Town Clerk

**COPY**

CC:  
Mr Gareth Johnson MP  
Mr Roger Gough, Leader of Kent County Council

# SWANSCOMBE AND GREENHITHE TOWN COUNCIL



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COUNCIL OFFICES  
THE GROVE  
SWANSCOMBE  
KENT, DA10 0GA

Tel: 01322 385513  
Fax: 01322 385849

Mr Roger Gough  
c/o Leaders Office  
Sessions House  
County Hall  
Maidstone  
ME14 1XQ

**COPY**

20 March 2024

Dear Mr Gough

## **TRAFFIC CONGESTION SWANSCOMBE AND GREENHITHE**

Please find enclosed a copy of my original letter, dated 22 February 2024 and a copy of letter received back from Inspector David Crompton, Roads Policing Inspector, dated 29 February 2024.

This is the second time I have forwarded these letters to you requesting that you respond to the Town Council but, unfortunately, I do not appear to have received any reply from you at all?

Could I please request that you now give this matter urgent consideration as the residents of Swanscombe and Greenhithe deserve to be informed of how KCC are going to deal with road diversions going through the streets when there are issues on the A2 or Dartford Crossing.

The Town Council would also appreciate an update from you on the current situation regarding the Galley Hill Road closure.

Your earliest response would be most appreciated as Members are keen to offer residents some assurances for their safety.

Yours sincerely

Graham Blew  
Town Clerk

431/23-24. **KENT POLICE REPORT.**

The Chairman introduced and welcomed PCSO Alan Mitchell to the meeting.

PCSO Alan Mitchell outlined the current crime statistics and cases of note within the Town over the last few months which included:

A serious incident on the A2 on 17 February 2024 which had resulted in severe traffic congestion throughout Swanscombe and Greenhithe.

A foreign lorry had been stopped going through Swanscombe on 19 February 2024 and a Traffic Officer had been called who then issued a Fixed Roadside Penalty which had to be paid on the spot. PC Bayley – Cook would be contacting the company that owned / operated the lorry to advise them that their drivers were ignoring the signage and diversions.

Nuisance vehicles at Crossways – Dartford Borough Council had re-instated the ANPR camera and the Police were still carrying out patrols.

During a lengthy discussion Members expressed their deep concerns regarding the traffic congestion experienced on 17 February 2024 during the major incident on the A2. The roads had been gridlocked in Swanscombe and this had been made infinitely worse with the Galley Hill Road closure.

It was proposed, duly seconded and agreed unanimously that the Town Council should write a letter expressing their concerns and asking to be provided with a what plans or procedures the Police have in place (what if) for major incidents as currently it would not be possible for emergency services to get to anyone within Swanscombe and Greenhithe during an incident such as that on 17 February 2024. Members asked that the letter be sent to the Chief of Police and copied into the Leader of Kent County Council, Gareth Johnson MP and the local press.

**Recommended:**

1. That the report be noted, and PCSO Alan Mitchell be thanked for his attendance.
2. That a letter, as detailed above, be sent to the recipients listed.



PAVILION WORKING GROUP MEETING – NOTES FROM 21 MARCH 2024 AT 2.00pm

Present: Cllr Anita Barham  
Cllr Emma Ben Moussa  
Cllr Lorna Cross  
Cllr Ann Duke  
Cllr Peter Harman

**AGENDA ITEM 8**  
T/C 18-4-24

Also Present: Graham Blew – Town Clerk  
Martin Harding - ATC/RFO

Apologies: None

Absent: None

The meeting began with a tour of the existing building for all members so they could better understand its current condition.

Members initially agreed that the any information relating to the discussions held within the Working Group would not be published until they are presented to full Town Council for consideration.

Officers advised that since the last full Town Council meeting:

- A meeting had been held with Swanscombe Tigers to discuss the current position of the project and to better understand the football club plans going forward.
- A meeting had been scheduled for Friday 22 March 2024 with Swanscombe & Greenhithe 1880 Cricket Club to review the current cricket pitch and discuss plans going forward.
- An expression of interest form had been submitted to the Community Ownership Fund for £1.8 million as a contribution towards any refurbishment works considered.
- A Microsoft Teams meeting had been scheduled for 8 April 2024 with Ebbsfleet Development Corporation to update them on the project and seek advice and support on funding options.

Members discussed the priority of services that the building previously provided that needed to be addressed.

1. It was agreed that the main priority was to establish the changing facilities to enable continued use of the sports teams at the recreation ground.
2. The second priority was to bring the café offer, currently provided from the Old Fire Station Community Café, around to this site to maximise income generation.
3. The last priority was the re-establishment of main hall as a space for the community to gather and club/groups to use.

PAVILION WORKING GROUP MEETING – NOTES FROM 21 MARCH 2024 AT 2.00pm

Members discussed, and agreed, that it would recommend that any building on site (newly constructed or existing refurbished) would be managed and operated by the Town Council directly.

It was agreed that the cost of refurbishing the building needed to be fully established to make an informed decision and to finalise any bid to the Community Ownership Fund. Officers would be tasked with securing a quotation against three options:

- A. To refurbish the changing rooms, shower area and toilets only.
- B. To refurbish all areas of the building except for the Squash Courts.
- C. To refurbish all areas of the building including demolishing the Squash Courts and utilising the space as part of the newly refurbished building.

All quotations are to breakdown costs on a room-by-room basis to enable effective planning of priorities and funding sources.

In addition, officers would put together a Business Plan for how the Town Council would operate, and income generate, from a refurbished building.

Members discussed inviting both DBC Leader Cllr Jeremy Kite and Gareth Johnson MP to future meetings. It was agreed that an initial approach would be made to Cllr Kite to ascertain whether he would be both willing, and available, to attend a future meeting to provide any advice and support.

**Actions agreed:**

1. That officers would continue to seek funding for the demolition of the existing building and construction of a modular community hub.
2. That a recommendation be made to the Town Council that any building, whether newly built or refurbished, be managed, and operated by the Town Council.
3. That officers seek an initial quotation for the refurbishment of the existing building as detailed and put together a Business Plan.
4. That an approach be made to DBC Leader Cllr Jeremy Kite to ascertain his willingness and availability to attend a future Working Group meeting.

The date for the next meeting of the Working Group was set for Tuesday 16 April 2024 at 11.00am.

Meeting closed: 3.40pm.

459/23-24. **PAVILION PROJECT.**

Members considered the update report on the pavilion project.

After lengthy discussion it was unanimously agreed that a Working Group be formed with the following Terms of reference:

The membership of the Working Group would be made up of the following:

1. Councillor Anita Barham
2. Councillor Emma Ben Moussa
3. Councillor Lorna Cross
4. Councillor Ann Duke
5. Councillor Peter Harman

- That the Working Group formulates costed ideas for the building, including the option of a phased build approach, for consideration by full Council.
- That the Working Group gives the opportunity to members of the community, that had expressed interest in offering support to rejuvenate the building, to put forward ideas/suggestions.

Further to the first meeting the Working Group, invitations would be extended to the Leader of Dartford Borough Council and to Mr Gareth Johnson MP to discuss any support they could offer for progressing the project.

Members then discussed the financial implications of the existing building and after being proposed, duly seconded it was unanimously agreed that the steel sheeting in place securing the site (currently on hire) be purchased, as detailed in the report, with this expenditure being taken from the Community Infrastructure Levy (CIL) funds previously allocated to this project.

**RESOLVED:**

1. That the outcome of the appeal meeting from YIF be noted.
2. That the work undertaken on securing other funding sources and the current position of borrowing from the PWLB be noted.
3. That the work undertaken as part of the initial feasibility works regarding the Town Councils short-term strategy be noted.
4. That the work undertaken as part of the initial feasibility works regarding the Town Councils long-term strategy be noted.



5. That the current financial implications of the building to the Town Council be noted, and that the steel sheeting, currently on hire, be purchased from the contractor.
6. That a Working Group be created to formulate options for the building, with terms of reference and membership as detailed.





# Certificate of Grateful Recognition 6th June 2024

With sincere thanks for your contribution to D-Day 80  
the international commemoration of the 80th anniversary of the D-Day landings  
on the five beaches in Normandy, France, on 6th June 1944.



Sailors



American GIs



British Soldiers



Canadian Soldiers



Airmen



Merchant Seamen



French Allies



Air Wardens



Fishermen



Women's Land Army



Doctors



Nurses

Despite the extraordinary courage displayed by so many on 6th June 1944, just one Victoria Cross was awarded. It went to Company Sergeant Major Stanley Hollis of the 6th Battalion, The Green Howards.



Chinese naval officer Huang Tingxin received the French Legion d'honneur, the highest order of military and civil honours that France bestows, 2006 in recognition of his bravery during D-Day.

THE LARGEST NAVAL, AIR AND LAND OPERATION IN HISTORY





# The D-Day 80 Proclamation

8am - 6th June 2024

## **Oyez, Oyez, Oyez**

Today we commemorate the 80th anniversary of the D-Day landings in Normandy, France - an incredible achievement in military planning and logistics uniting brave service personnel from air, sea and land forces at the beginning of Operation Overlord.

By the day's end, over one hundred and fifty thousand Allied troops had successfully stormed the now famous Gold, Juno, Sword, Utah and Omaha beaches to achieve a toehold in France.

In the weeks that followed, the Allies fought bitterly against a determined foe from the unforgiving countryside of Normandy to the liberation of Paris two months later.

We should all remember and never forget the selfless sacrifice and courage of all those involved and use this Commemoration to pay our tribute to those who gave so much to secure the freedom we all enjoy today.

God Save the King

**Christian Ashdown**  
Ex Household Cavalry





**From:** Louise Finch <Louise.Finch@salvationarmy.org.uk>  
**Sent:** Wednesday, April 10, 2024 1:16 PM  
**To:** Graham Blew <graham.blew@swanscombeandgreenhithetowncouncil.gov.uk>  
**Cc:** Hannah Borrett <Hannah.Borrett@salvationarmy.org.uk>  
**Subject:** FW: Landowner permission

Good afternoon Graham,

I hope you are well.

As per last year The Salvation Army in Ebbsfleet would like to host some pop-up youth events during the summer. These will be low key and involve some sporting activities e.g. frisbee golf, plus a chill out area with gazebo, bean bags and cushions etc for young people to chat together and enjoy soft drinks and snacks.

Our aim is to build on our relationships with young people, to provide a safe space for them to hang out, to offer activities for them to do and to further our research around youth engagement.

If possible we would like to use **Swanscombe Park on Wednesday 31<sup>st</sup> July '24 from 6 – 9pm** to include set up and pack down, we will advertise 6:30 - 8.30pm so we are sure to be finished by 9pm as we are aware there are residents nearby and that the park closes. We would also like to use the **Heritage Park on Wednesday 7<sup>th</sup> August '24** using the same timings.

I enclose as requested last year the completed Event Notification Forms for both events, our risk assessment and public liability insurance.

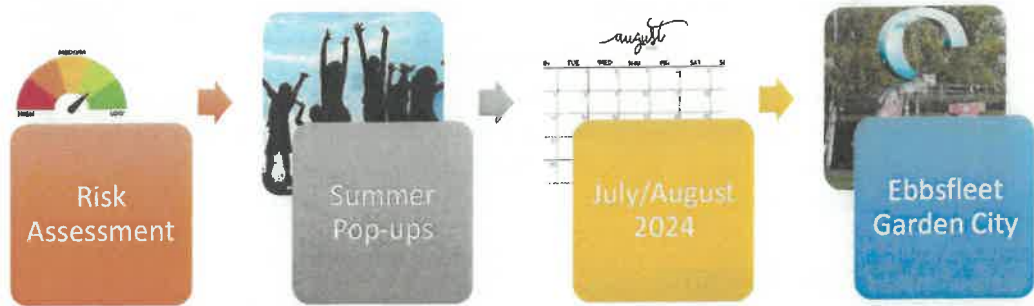
The event last year was a great success and we are hoping that we can at least replicate it again this year.

Thank you for all your help and consideration.

Warmest regards,

Louise

Louise Finch  
Community Pioneer Leader  
The Salvation Army  
Ebbsfleet Garden City



No.	Hazards	Who is affected	Control measures	Probability/Risk
<b>GENERAL:</b>				
1	Not knowing who are workers and who are visitors	Workers Visitors	<ul style="list-style-type: none"> <li>All workers to wear branded clothing or Hi Vis (provided)</li> </ul>	Medium probability Low risk
2	Negative interactions between visitors or towards workers	Workers Visitors	<ul style="list-style-type: none"> <li>Workers to remain calm and stay neutral</li> <li>Workers to encourage calm behaviour and language</li> <li>If necessary, ask visitors to leave</li> <li>If situation escalates call police</li> </ul>	Medium probability Medium risk
3	Physical violence between visitors or towards workers	Workers Visitors	<ul style="list-style-type: none"> <li>Workers to remain calm and stay neutral</li> <li>Other workers to assist</li> <li>Visitors to be asked leave</li> <li>If situation escalates call police</li> </ul>	Low probability High risk
4	Weather conditions - heat, rain, cold	Workers Visitors	<ul style="list-style-type: none"> <li>Workers to wear suitable clothing</li> <li>Use a gazebo to shelter from weather</li> </ul>	Low probability Low risk
5	Accident or injury	Workers Visitors	<ul style="list-style-type: none"> <li>First Aid kit available</li> <li>Trained first aider in attendance</li> <li>Public liability insurance provided by SAGIC</li> </ul>	Medium probability Medium risk
6	Safeguarding	Workers Visitors	<ul style="list-style-type: none"> <li>Workers to ensure they are visible to at least one other worker at all times</li> <li>Workers to inform Louise Finch/Hannah Borrett of any concerns</li> </ul>	Medium probability Medium risk