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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## SUMMONS & AGENDA

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

**Thursday 5 December 2024 at  
7.00pm**

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

*Graham Blew*

**Graham Blew  
Town Clerk**

Dated: 29 November 2024

**Due to the confidential nature of the business to be transacted the Press and Public will be excluded from the meeting for item 15.**

Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.

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

## AGENDA

### A MEETING OF THE SWANSCOMBE & GREENHITHE TOWN COUNCIL.

1. To receive and accept apologies for absence (*Local Government Act 1972, s.85*).
2. Declarations of interest in items on the Agenda (*Localism Act 2011, s.31*).
- \* ***As per Standing Order 34 c), and at the Chairman's discretion, the meeting will be adjourned at this point to allow any members of the public to address the meeting in relation to the business to be transacted at the meeting. Members of the public are allowed to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.***
3. To approve the Minutes of the Town Council Meeting held on 24 October 2024 (p) (*Local Government Act 1972, Sch 12, Para 41(1)*).
4. Items as Deemed Urgent by the Town Mayor / matters arising from previous minutes and their position on the Agenda (*for discussion/information only, not for decision*).
5. **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND SUB-COMMITTEES AND PASS RESOLUTIONS AS DEEMED ADVISABLE (p)**  
(*Local Government Act 1972, Sch 12, Para 41(1)*):
  - Planning, Major Developments, Transportation and Environment Committee – 20 November 2024.
  - Recreation, Leisure, and Amenities Committee – 14 November 2024.
  - Finance and General Purposes Committee – 7 November 2024.
  - Allotments & Cemeteries Sub - Committee – 25 October 2024.

## 6. PAVILION WORKING GROUP (p).

The Pavilion Working Group met on the 7 November 2024, and the notes from that meeting are attached.

The notes include the following recommendations for members to consider, and in line with this a draft publicity statement is also attached for members information.

### Recommended:

1. That work continued to actively pursue funding for either the rebuild in line with the planning consent or refurbishment of the existing structure.
2. That specifications / quotations be sought for the installation of container style units to provide changing facilities and potentially a café. This would include business plans for how they would operate.
3. That should funding not be in place for either a rebuild/ refurb by January 2026, then an item be placed on the agenda to endorse the decision to pursue the demolition of the existing building and installation of container units, subject to funding.
4. That a draft publicity document be approved, to be released via the Town Councils website and social media feeds following the meeting, to update the public on the decisions made.

## 7. COMMUNITY EVENT WORKING GROUP (p).

The Community Event Working Group met on the 7 November 2024, and the notes from that meeting are attached.

### Recommended:

1. To note the actions undertaken to date by the Working Group in relation to the 2025 Summer Fair.
2. To consider the recommendation from the Working Group regarding the Town Council hosting an event on the 26 May 2025 to honour St Augustine's Day.



## 8. ESTIMATES 2025 – 2026 (p).

Further to minute 228/24-25 (Town Council 24 October 2024) attached for members information is a summary report of key points along with the draft Estimates for 2025 – 2026.

**Recommended:** To note the draft estimates 2025 - 2026 in line with minute 228/24-25.

## 9. REPORTS OF OUTSIDE REPRESENTATIVES.

This provides an opportunity for Members appointed as representatives on outside bodies to provide a report at the Meeting.

- 9.1 London Resort Company Holdings Ltd. Community Liaison Group (LRCHCLG)  
Councillor Elizabeth Wickham is the Town Councils representative on the LRCHCLG.
- 9.2 Ingress Park (Greenhithe) Management Limited (IPGM).  
Councillor Peter Harris and Councillor Dawn Johnston are the Town Councils representatives on IPGM. IPGM have indicated that, although unable to supply any documentation, they would like a verbal update to be submitted to the Council.
- 9.3 Kent Association of Local Councils Dartford Area Committee (KALCDAC).  
The Town Mayor and Town Clerk are the Town Councils representatives on the KALCDAC). As previously agreed, the draft minutes from the 7 October 2024 meeting are available for inspection.
- 9.4 Dartford Elders Forum (DEF).  
Councillor Lesley Howes is the Town Council representative on the DEF. The last meeting was held on 4 November 2024.
- 19.5 Bluewater Forum (BF)  
The Town Mayor is the Town Councils representatives on the BF. The last meeting was scheduled to take place on 28 November 2024.
- 9.6 Whitecliffe Community Liaison Group (WCLG).  
Councillor Peter Harris was the Town Councils representative on the WCLG but, due to the meetings being held via Teams he has asked to step down from this role and Councillor Dawn Johnston has been substituting for him in the interim.
- ❖ Members are asked to agree to Councillor Dawn Johnston being the Town Councils representative on the WCLG.
- As previously agreed, the Agenda and Minutes from the 19 November 2024 meeting are available for inspection.
- 9.7 Kent Association of Local Councils (KALC) County Area Committee (KALCCAC).  
Councillor Lorna Cross and Councillor Lesley Howes are the the Town Councils representatives on KALCCAC and the AGM was held on 30 November 2024.

9.8 Joint Transportation Board, Dartford Borough Council (JTB).

Councillor Lesley Howes is one of the x2 Parish Representatives on the JTB. The last meeting was held on 3 December 2024.

9.9 Greenhithe Community Association (GCA).

Councillor Lesley Howes and Councillor Dawn Johnston are the Town Councils representatives on the GCA.

The last meeting was scheduled to take place on 15 November 2024.

**10. REPORT FROM KENT COUNTY COUNCILLOR.**

This item gives the Kent County Councillor for Swanscombe and Greenhithe the opportunity to submit a verbal report on relevant news or issues from Kent County Council.

- ❖ At the recent by election Mr Thomas Mallon was elected as the Kent County Councillor for the Swanscombe and Greenhithe Division.

**11. REPORT FROM DARTFORD BOROUGH COUNCILLORS.**

This item gives the x5 Dartford Borough Councillors representing Swanscombe and Greenhithe the opportunity to submit a verbal report on any relevant news or developments at Dartford Borough Council.

- ❖ At the recent by election Mr Michael Brown was elected as the Dartford Borough Councillor for Greenhithe and Knockhall Ward.

**12. SEALING OF DOCUMENTS.**

There are none.

**13. TOWN MAYOR'S ANNOUNCEMENTS.**

**14. EXCLUSION OF THE PRESS AND PUBLIC.**

TO RESOLVE: 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 press and public leave the meeting during consideration of the following item.

**15. COMPLAINT (p).**

This complaint is being dealt with in the confidential part of the agenda as it includes other organisations and their employees.

A formal complaint was received and has been processed under the Town Councils Complaint Handling Procedure.

Members are asked to consider the complaint and advise accordingly.

To assist members the following are attached.

A copy of the Complaint Handling Procedure.

- I. The complaint received.
- II. Initial response to the complaint.
- III. Further correspondence received from the Complainant.
- IV. Response to the complaint from person (1) complained of.
- V. Response to the complaint from person (2) complained of.

**Recommended:** To discuss and advise accordingly.

**16. CO-OPTION OF TOWN COUNCILLOR FOR THE SWANSCOMBE WARD (p).**

Further to minute 213/24-25 an Expression of Interest notice was displayed seeking submissions by 5pm on 20 November 2024.

x2 expression of interest were received and are attached for Members to consider.

- A. Mr M A Blandford
- B. Mr P Parsons

**Recommended:** To consider co-option to fill the vacancy on the Swanscombe Ward.

**17. CO-OPTION OF TOWN COUNCILLOR FOR THE GREENHITHE WARD (p).**

Further to minute 213/24-25 an Expression of Interest notice was displayed seeking submissions by 5pm on 20 November 2024.

x1 expression of interest was received and is attached for Members to consider.

1. Mr G R Taylor

**Recommended:** To consider co-option to fill the vacancy on the Greenhithe Ward.



**INFORMATION IN THE OFFICE.**

- KALC News – November 2024.
- The Clerk – November 2024.
- Clerks & Councils Direct – November 2024, issue 156.

**Members, and their spouses / partners, are cordially invited to join the Town Mayor for some light refreshments after the Meeting.**



You can follow us on Social Media and via our website

Swanscombe and Greenhithe Town Council Website  
<http://www.swanscombeandgreenhithe town council.gov>

