

SPECIAL TOWN COUNCIL
9 JANUARY 2025MINUTES of the SPECIAL TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 9 JANUARY 2025 at 7.35pm

PRESENT: Councillor Ann Duke – Town Mayor
Councillor Dawn Johnston – Deputy Town Mayor
Councillor Emma Ben Moussa
Councillor Lorna Cross
Councillor Peter Harris
Councillor Lesley Howes
Councillor Richard Lees
Councillor Paul Parsons
Councillor Graham Taylor
Councillor Elizabeth Wickham

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – ATC/Responsible Financial Officer
Rev. Charlie Lloyd-Evans
x11 Members of the public

ABSENT: Councillor Alan Reach.

340/24-25. 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.

341/24-25. REVD. CHARLIE LLOYD-EVANS, PRIEST IN CHARGE AT ST MARY GREENHITHE & ST PETER AND ST PAUL SWANSCOMBE.

The Town Mayor welcomed Revd. Charlie Lloyd-Evans to the meeting, Revd. Lloyd-Evans thanked the Town Council for the invitation and led the Council in prayer.

342/24-25. 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 Hazel Stephens due to other commitments.

RESOLVED:

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

343/24-25. 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.

A resident raised a question on the rationale behind putting a café unit onto Broomfield Park in the proposed Plan C option. It was confirmed that this would not be an additional café, but the relocation of the existing Old Fire Station Community Café provision.

Various points were raised regarding different funding routes that could be taken, including private funding, and the use of outside professionals for bid writing and project management. The points raised were acknowledged and the Chairman thanked the residents for their attendance and input to the meeting.

344/24-25. TO RECEIVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 5 DECEMBER 2024.

RESOLVED:

That the Minutes of the Town Council Meeting held on 5 December 2024 be confirmed as a true record and be signed.

345/24-25. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

346/24-25. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND ENVIRONMENT COMMITTEE MEETINGS HELD ON 18 DECEMBER 2024

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation and Environment Committee Meeting held on 18 December 2024 be confirmed and the recommendations made therein be adopted.

347/24-25. MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 4 DECEMBER 2024

RESOLVED:

That the Minutes of the Community Safety Committee Meeting held on 4 December 2024 be confirmed and the recommendations made therein be adopted.

348/24-25. MINUTES OF THE LEASES & LEGAL SUB-COMMITTEE MEETING HELD ON 11 DECEMBER 2024.

RESOLVED:

That the Minutes of the Leases & Legal Sub-Committee Meeting held on 11 December 2024 be confirmed and the recommendations made therein be adopted.

349/24-25. MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 28 NOVEMBER 2024.

RESOLVED:

That the Minutes of the Personnel Committee Meeting held on 28 November 2024 be confirmed and the recommendations made therein be adopted.

350/24-25. ANNUAL ESTIMATES 2025 – 2026

Further to minute 299/24-25 (*full Council 5 December 2024*) and minute 339/24-25 (*Finance & General Purposes 9 January 2025*) members were advised of the proposed Annual Estimates for the 2025 - 2026 financial year (*Annual Estimates provided with the preceding Finance & General Purposes Committee meeting paperwork*).

Members acknowledged that whilst the Town Council did not want to increase the Council Tax for residents, it understood that the financial pressures it was currently experiencing made this decision a necessity.

MOVED BY Councillor Richard Lees, seconded by Councillor Peter Harris, and unanimously agreed.

RESOLVED:

That the proposed Annual Estimates for 2025 – 2026, and subsequent proposed Tax Base (Band D) be approved.

351/24-25. COUNCIL TAX BASE & PRECEPT 2025 – 2026.

To set the Council Tax Base for Band D properties and the precept figure for 2025 – 2026.

MOVED BY Councillor Richard Lees, seconded by Councillor Lesley Howes, and unanimously agreed.

RESOLVED:

That the Council Tax Base for Band D properties 2025 – 2026 be set and the precept figure be set at £470,622 for 2025 - 2026.

352/24-25. PAVILION WORKING GROUP

Members considered the report on the outcome of the bid for the Community Ownership Fund.

After Members had discussed the information supplied, including the timeline for the bid process, it was confirmed that a request had been made to the local MP, who had a meeting scheduled with the Minister responsible for the fund for Monday 13 January 2025, to ask for further detailed feedback on the bid itself.

A proposal was duly discussed, considered and it was agreed to formulate an approach to Dartford Borough Council (DBC) for support with the project. It was agreed that a meeting of the Pavilion Working Group be convened at the earliest convenience to confirm the manner and detail of the approach to DBC, which would subsequently be made.

RESOLVED:

1. That the outcome of the bid to the Community Ownership Fund be noted.
2. That the Pavilion Working Group meet to formulate an approach to DBC for support with the Pavilion Project.

353/24-25. VACANCIES ON COMMITTEES, SUB-COMMITTEES, WORKING GROUPS, BANK SIGNATORIES AND SWANSCOMBE AND GREENHITHE RECOGNITION AWARD PANEL.

Further to minute 214/24-25 and following the co-option of x2 new members to the Town Council Members considered the vacancies and, after discussion the highlighted vacancies, as proposed, for the following were agreed:

- Committees
- Sub-Committees
- Working Groups
- Bank Signatories
- Swanscombe & Greenhithe Recognition Award Panel

RESOLVED:

That the highlighted vacancies be filled as detailed.

354/24-25. **SEALING OF DOCUMENTS.**

Further to minute 317/24-25, the following document had been received from Dartford Borough Council and required signing and sealing:

- Renewal Management and Operational Agreement in reference to – The Grove Car Park, The Grove, Swanscombe, DA10 0AD

RESOLVED:

That the above document be signed and sealed in accordance with Standing Order 21, a) and b).

There being no further business to transact the Meeting closed at 8.25 pm.

Signed: _____ Date: _____
(Chairman)

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MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 9 JANUARY 2025 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Emma Ben-Moussa
Councillor Ann Duke – (ex-officio)
Councillor Peter Harris
Councillor Dawn Johnston
Councillor Richard Lees

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO
Councillor Paul Parsons
Councillor Graham Taylor
Councillor Elizabeth Wickham
Revd Charlie Lloyd-Evans
x 11 Members of the public

ABSENT: There were none

328/24-25. 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.

329/24-25. APOLOGIES FOR ABSENCE.

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

Recommended: That the reason for absence, for the Councillor listed, be formally accepted, and approved.

330/24-25. SUBSTITUTES.

There were none.

331/24-25. 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.

332/24-25. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

333/24-25. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2024

Recommended: That the Minutes of the meeting held on 7 November 2024 be confirmed and signed as a true record.

334/24-25. 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 Dawn Johnston was appointed (minute 30/24-25).

Recommended: That the bank reconciliations for December 2024 be noted.

335/24-25. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken from October, November & December 2024

Recommended: That the bank transfers undertaken for October, November and December 2024 be approved.

336/24-25. 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 October, November and December 2024.

Recommended: That the receipts and payments for October, November and December 2024, as per the annexed list, be approved.

337/24-25. SUMMARY OF ACCOUNTS.

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

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

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

338/24-25. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL

Members considered the application, and, after discussion, it was agreed that the following funding be awarded from the 2024 - 25 budget:

- Gateway Salvation Church - £500.00

Further to minute 239/24-25 (Finance & General Purposes Committee 7 November 2024) where Oasis Domestic Abuse Service were awarded £200, they had informed the Town Council that they were unable to comply with the terms of the funding regarding publicity.

They had offered to undertake a remote publicity picture due to distance and safety concerns.

Recommended:

1. That the funding, as detailed above, be awarded.
2. That the request from Oasis Domestic Abuse Service regarding the publicity photograph be agreed.

339/24-25. ANNUAL ESTIMATES FOR 2025 – 2026.

Further to minute 299/24-25 (full Council 9 December 2024) Members considered the report and Annual Estimates for 2025 – 2026.

Following discussion of the options it was proposed, duly seconded and agreed:

Recommended: That option 1, to increase the Town Councils portion of the Council Tax bill by 5%, be put to the Special Town Council, proceeding this meeting, for endorsement.

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

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 15 JANUARY 2025 AT 7.00PM

PRESENT: Councillor Dawn Johnston - Chairman
Councillor Lorna Cross
Councillor Ann Duke
Councillor Richard Lees
Councillor Graham Taylor
Councillor Elizabeth Wickham

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

ABSENT: There were none

35524-25. 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.

356/24-25. APOLOGIES FOR ABSENCE.

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

An apology for absence was received from Councillor Hazel Stephens, due to medical reasons.

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

357/24-25. SUBSTITUTES.

There were none.

358/24-25. 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.

359/24-25. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

360/24-25. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 18 DECEMBER 2024.

Recommended: The Minutes of the meeting held on 18 December 2024 were confirmed and signed.

361/24-25. TEMPORARY CLOSURE OF A226 GALLEY HILL ROAD.

Further to minute 324/24-25 Members were sent the response that had been received from the Cabinet Member for Highways & Transportation, Kent County Council (KCC).

As agreed, a letter had also been sent to Councillor Lesley Howes in her role as parish representative on the Joint Transportation Board (JTB).

After discussion it was proposed, duly seconded and agreed that a reply be sent to the KCC Cabinet Member for Highways & Transport requesting further detail and clarification on the points raised in the original letter regarding additional traffic surveys / modelling and the release of information from the recent reports on geotechnical data and repair options.

It was also requested that the reply include that any update to local councillors, mentioned within the letter, should include Town Councillors.

Recommended: That a Town Council response, as detailed above, be sent.

362/24-25 The following planning applications had 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/24/01421/FUL	Erection of a single storey extension to existing garage/store with a car port and vehicular access, gates and alterations to fencing. 41 Valley View, Greenhithe.
OBSERVATIONS	<p>The Town Council object to this application on the grounds that the proposed vehicular access is limited and with the close proximity to the junction, would constitute safety concerns.</p> <p>The proposed construction, whilst single storey, appears to be the first steps in creating a separate living space as it is disjointed from the existing dwelling and has no direct links with the outside space it is replacing.</p> <p>This development, with its loss of outside space, is contrary to both paragraph 75 of the National Planning Policy Framework and section M1 of the Dartford Local Plan in relation to inappropriate development of a garden space.</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</p>

	their development and, where possible, include the provision of EVCP's.
DA/24/01395/FUL	Erection of a single storey rear extension including demolition of existing garage to side of property and erection of new detached dwelling. 19 Eagles Road, Greenhithe.
OBSERVATIONS	The Town Council object to this application on the grounds that the creation of a separate dwelling within the boundary constitutes an overdevelopment of the site, with the scale of the new property not in-keeping with the rest of the properties in the area. The Town Council would also point out the property's close proximity to a known site of geological instability, and hope that this is reflected in any conditions set, should the application be approved. 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.
DA/25/00001/FUL	Erection of a single storey rear/side extension with wraparound to side, two storey side extension and front porch. 19 Woodland Way, Greenhithe.
OBSERVATIONS	No observations, please ensure all neighbouring properties are consulted prior to the decision of the application.

24-25. **The following Granted Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.**

DA/24/01358/NONMAT	Non-material amendment following grant of planning permission DA/23/00654/FUL for adjustments to internal room layouts and windows on eastern elevation. Veterinary Practice, 41-43 Swanscombe Street, Swanscombe.
DA/24/00961/FUL	Erection of a part two/part single storey rear extension. 9 Worcester Close, Greenhithe, DA9 9NU.
DA/24/01259/FUL	Erection of a single storey rear extension (retrospective application). 18 Stanley Road, Swanscombe, DA10 0HY.

EDC/24/187 KCC/DA/0186/2024	New External canopy of 24m2. Ebbsfleet Green Primary School, Ackers Drive, Weldon, Ebbsfleet Valley.
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364/24-25. The following Refused Decision Notices have been submitted by Dartford Borough Council / Ebbsfleet Development Corporation for Members information.

DA/24/00862/VCON	Variation of condition (22)(operating hours) of planning permission DA/21/00923/VCON [Provision of a new drive thru lane, ground floor extension to building with new drive thru booths, new site access/egress, with the re-arrangement of the car park, a new patio area, bin store and substation (variation of conditions 2 and 20 of planning permission 20/00140/FUL to change the type and specification of external plant to be installed to the rear of the building)] to enable the restaurant to operate 24 hours a day, seven days a week. McDonalds, Bean Road, Greenhithe.
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There being no further business to transact, the Meeting closed at 7.50 pm.

Signed: _____ Date: _____
(Chairman)

Graham Blew

From: Charmaine Keatley <chief.executive@kentalc.gov.uk>
Sent: 18 November 2024 12:36
Subject: KALC Community Awards Scheme 2025
Attachments: 2025 KALC COMMUNITY AWARDS SCHEME - outline
COMMUNITY AWARDS SCHEME - nomination form for member Councils
AWARDS SCHEME - nomination form for residents

Importance: High

[WARNING] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.



Dear Member Councils

We are delighted to announce that we have now launched the 2025 KALC Community Awards Scheme, with support from Kent County Council, the High Sheriff of Kent, and the Mayor of Medway. This follows a very successful 2024 Awards Scheme, which was adopted by 85 member Councils.

The Award Winners receive a Framed Certificate. The Council can decide whether to present something extra to their winner.

Please find attached the following documents:

- An outline of the 2025 Awards Scheme.
- A Nomination Form for member Councils to complete and send to KALC.
- A Nomination Form for residents to send to the Council, if the Council decides to seek nominations from the local community.

The first step is for the Council to agree to adopt the Scheme. The Council would then need to submit its Nomination to manager@kentalc.gov.uk by **Friday 7th February 2025**. All the attached documents will be placed in the Members Area of the KALC website (www.kentalc.gov.uk).

If you have any questions, please do not hesitate to contact either myself or Laura.

Kind Regards

Charmaine Keatley
Chief Executive
Kent Association of Local Councils
White Cliffs Business Park
Whitfield
Dover

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KALC COMMUNITY AWARDS SCHEME 2025

(SUPPORTED BY KENT COUNTY COUNCIL, THE HIGH SHERIFF OF KENT
and MAYOR OF MEDWAY)

OUTLINE

Aim of the Scheme: To acknowledge and give recognition to those that have made a significant contribution to their local community.

Implementation: The closing date for nominations will be **Friday 7th February 2025**, so that the presentation of the awards can take place at the 2025 Parish, Town and Community Council or Parish Meeting (Local Council) Annual Meetings, which take place between March and June 2025. It is recognised that some Local Councils already have their own well-established Community Awards Schemes in place. Where that is the case the KALC Scheme could be presented as an additional award.

It is also recognised that some principal authorities have their own Awards Scheme for their area. The KALC Awards Scheme will operate on a more local level and should therefore avoid duplication or overlap with the principal authority.

Who can be nominated for an Award?

Anyone that the Local Council/public think merits an Award for having made a significant contribution to their local community. The person/group must live or work within the Local Council boundary. We are unable to accept nominations for campaign groups.

What is the nomination process?

The Local Council would make their own decision as to how they want to identify those that have made a significant contribution to the local community. For example, the Local Council might already know who that person might be, or they might decide to formally invite nominations from their local community with the winner being the one with the most nominations.

What is the criteria for making an Award?

There will be no pre-determined criteria on what a "significant contribution to the local community" might be, although as above we are unable to accept nominations for campaign groups. These criteria would be determined by the Local Council taking into account what was important to them locally. However, some examples of criteria that Local Councils might want to consider are set out in Annex A.

What does the winner receive?

This will be a Certificate signed by those supporting the Scheme, including the Kent County Chairman/Mayor of Medway, the High Sheriff of Kent and the KALC Chairman. The Local Council will provide no more than 30 (thirty) words that they would like inserted on the Certificate to explain the reason for the Award. The Local Council can decide whether it wants to also present something to the winner or to all nominees.

Who presents the Award?

The Award should be presented by the Local Council Chairman/Mayor at their 2025 Annual Meeting. If the Council would like one of the Supporters of the Scheme to participate in the presentation, then please let KALC know so that we can see who would be available to attend. The Awards would provide an opportunity to promote the Local Council and the Award winner in the local media.

Is there any funding available to support the Award?

The Award Scheme has been designed to avoid creating undue time or financial burdens on the Local Council. The cost of the Certificates and frames will be met by Kent County Council.

ANNEX A

Examples of possible criteria

A significant contribution to the local community could be any or all of the following:

- a) Long and sustained service to the community or part of it.
- b) Achievements or actions of an inspiring nature to the local community.
- c) Such other activities which have reflected credit on or brought benefits to the village/town or its people.

In reaching its decision, the Council might want to take into account any or all of the following:

- The level of commitment shown.
- Any obstacles that had to be overcome.
- The amount of benefit derived by the community.
- The number of people benefited or affected.
- The length of service.
- Such other matters that in the opinion of the Council promote the purpose of the Award.

KALC COMMUNITY AWARDS SCHEME 2025

supported by Kent County Council, the High Sheriff of Kent, and the Mayor of Medway

The KALC Community Awards Scheme is to acknowledge and give recognition to those that have made a significant contribution to their local community.

Anyone that the Local Council thinks merits an Award can be nominated, although we are unable to accept nominations for campaign groups. The person/group must live or work within the Local Council boundary. The Local Council would make their own decision as to how they want to identify those that have made a significant contribution to the local community. For example, you might already know who that person/group might be, or you might decide to formally invite nominations from your local community with the winner being the one with the most nominations. There is no pre-determined criteria on what a significant contribution to the community might be.

The winner will receive a framed certificate signed by the Chairman of Kent County Council/Mayor of Medway, the High Sheriff of Kent, and the KALC Chairman. Your Local Council can decide whether it wants to also present something to the winner or to all nominees. The Award should be presented by the Local Council Chairman/Mayor at the Council's Annual Meeting in 2025. You may decide to invite the KCC Chairman/Mayor of Medway, the High Sheriff of Kent, or the KALC Chairman who could participate in the presentation of the Award, provided they are available on that date.

A nomination form for the Local Council is printed below. In order for KALC to produce the Certificate and have it signed by the Chairman of Kent County Council/ Mayor of Medway and the KALC Chairman, we will require the name of the person and the reason for their Award by **FRIDAY 7th FEBRUARY 2025 to: manager@kentalc.gov.uk** so that we can return the completed certificate to the Council in time for your 2025 Annual Meeting.

KALC COMMUNITY AWARDS SCHEME 2025 – LOCAL COUNCIL NOMINATION FORM

Local Council would like to nominate

.....(print name) for a KALC Community Award.

REASON (no more than 30 words which will appear on the Certificate):

.....
.....
.....
.....

SIGNED:

Date of the Council's 2025 Annual Meeting:

Address to return framed certificate to:

KENT ASSOCIATION OF LOCAL COUNCILS COMMUNITY AWARDS SCHEME 2025

supported by Kent County Council, the High Sheriff of Kent, and the Mayor of Medway

The KALC Community Awards is to acknowledge and give recognition to a resident/group of(Parish/Town) who has/have made a significant contribution to this community over a period of years. If you know of someone who has given this sort of service and merits an Award, then please do nominate them. The person must live or work within the Parish/Town/Community Council boundary.

The winner will receive a certificate signed by the Chairman of Kent County Council/Mayor of Medway, the High Sheriff of Kent and the KALC Chairman. The Award will be presented by the Local Council Chairman/Mayor at its Annual Parish Meeting on A nomination form is printed below. Only **ONE** nomination per resident but all adult members of a family may submit a nomination form. Just photocopy the form or phone the Clerk,

..... onfor extra forms.

Completed forms in a sealed envelope should be sent to:

*(Local Council Address)

The closing date for receiving nomination forms will be

KALC COMMUNITY AWARDS SCHEME 2025 - NOMINATION FORM

I would like to nominate(print name) for a Community Award.

REASON (no more than 30 words):

.....
.....
.....
.....
.....

SIGNED: Print Name:

only one vote per resident. For details of returning this form see above.

CONFIRMATION FROM KALC

From: Laura Dyer
Sent: 23 January 2025 11:32
Subject: RE: KALC Community Awards Scheme 2025

Dear Graham,

Thank you for your email to Charmaine.

Currently, we are still only accepting one nomination per Council. This can be a group, or couple as well. If a group or a couple, we can print an additional certificate, but you would only get one framed one.

Kind Regards

Laura

*Laura Dyer
Finance and Administration Manager
Kent Association of Local Councils*

From: Graham Blew >
Sent: 22 January 2025 16:14
To: chief.executive@kentalc.gov.uk
Subject: KALC Community Awards Scheme 2025
Importance: High

Dear Charmaine

Is each council only allowed to submit one nomination or can they submit more than one ?

Thanks.

Graham

From: Lesley Howes <cllrlesley.howes@swanscombeandgreenhithetowncouncil.gov.uk>
Sent: 22 January 2025 16:06

A Graham I would like to nominate **Sue Cherry and Maureen Plume** who, twice a week, for most weeks of the year, cook two course lunches for senior residents of our community at the Swanscombe Lunch Club which is held at the Church Centre Swanscombe. Wednesday sees up to 50 clients while on a Friday it is around 30. They also allow for cooked lunches for around 6 volunteers. Their day in the kitchen starts around 8.30 am and finishes around 2pm.

I would like to add that these two ladies are older than a number of their clients.

A very small remuneration is paid to one of them for each session.

I am lucky enough to volunteer alongside them on a Friday and can vouch for their dedication, hard work and kindness.

From: Lorna Cross <cllrLorna.cross@swanscombeandgreenhithetowncouncil.gov.uk>
Sent: 22 January 2025 13:57

B Graham, I will also like to nominate Historian **Christoph Bull** please.

Christoph has done a lot for our communities.

He has certainly assisted in making the general public more aware of Swanscombe and Greenhithe and the great history that we possess.

From: Lorna Cross <cllrLorna.cross@swanscombeandgreenhithetowncouncil.gov.uk>
Sent: 22 January 2025 13:30

C Graham, I will like to nominate **Janet and Barry Errington** please.

COMMUNITY EVENT WORKING GROUP – NOTES FROM 15 JANUARY 2025 at 2.00pm

AGENDA ITEM 7
T/C 30/1/25

Present: Cllr Lorna Cross
Cllr Ann Duke
Cllr Lesley Howes
Graham Blew – Town Clerk
Martin Harding – ATC/RFO

Apologies for Absence: Cllr Emma Ben Moussa
Cllr Hazel Stephens

Absent: There were none

1. TO NOTE THE MINUTES FROM THE WORKING GROUP MEETING HELD ON THE 7 NOVEMBER 2024 (p).

Members noted the minutes from the Working Group meeting held on 7 November 2024.

2. UPDATE ON PROGRESS AND ALLOCATION OF ACTIONS.

Actions:	Update:
To speak to the Lions, Local History Group and St Marys Church regarding be involved at the event.	Cllr Lesley Howes confirmed she had spoken to all three organisations, and each were keen to have a stall and be involved.
To speak to the SEN Families group and the local MP about attending the event.	Cllr Lesley Howes confirmed that the SEN Families were keen to be involved, and officers had spoken to the MP who would also like to attend.
To speak to St Peter & St Pauls Church about attending the event.	Cllr Lorna Cross confirmed that the church would like to attend and have a stall.
To approach any organisations, clubs, groups who may want a stall or to perform at the event to advise of the proposed date.	Cllr Lesley Howes confirmed that she had spoken to EDC who would be interested in attending the event. Officers confirmed that they had spoken to GCLL, who would like to attend, but it was suggested they be approached regarding a tug-of-war rope.
To approach local schools about whether they would like to be involved and whether	Officers confirmed that they planned to email schools regarding the event.

COMMUNITY EVENT WORKING GROUP – NOTES FROM 15 JANUARY 2025 at 2.00pm

they could promote a 'design a bunting' competition.	
To approach the Allotment Association and Community Hub about being involved.	Officers confirmed that they had spoken to both organisations who were keen to be involved.
To contact Springhead Nurseries about whether they would donate prizes for competition and / or set up a flower stall.	Officers confirmed that this was still pending.
To contact Hartley Morris Dancers and some other local musical talent regarding performing at the event.	Cllr Ann Duke advised that the Morris Dancers would not be available and that she was still working on other acts. It was suggested that contact be made with the previous sea-shanty group (<i>Motley Crew?</i>) who had performed at a previous Town Council event to check availability.
To continue publicising the event on social media	Officers confirmed that the poster continued to be placed on social media and that members would be provided with some flyers to distribute to raise awareness.

3. DISCUSS AND AGREE A PLAN GOING FORWARD.

Actions Agreed:	Tasked to:
To speak to the Swanscombe Senior Lunch Club about attending the event.	LMC
To approach local shops about being involved with the event.	LMC
To find out whether Walk Tall would like to be involved with the event including the Catzout Community Choir.	AD / LMC
To contact the Cambia Sea Scouts regarding the drinks stall and whether they had a tug-of-war rope.	AD
To contact GCLL regarding whether they had a tug-of-war rope.	Officers
To approach the sea-shanty group (<i>Motley Crew?</i>) who had performed at a previous Town Council event to check availability.	Officers

4. ST AUGUSTINES DAY 2025.

Members discussed the potential details of an event on the 26 May 2025 to mark St Augustine's Day.

The following actions were identified before final details could be set.

Members were reminded that the event needed to operate at no cost to the Town Council.

Actions Agreed:	Tasked to:
To speak to Christoph Bull regarding his availability, and what he could deliver for the event, including whether a cost would be involved.	AD
To approach St Peter & St Pauls Church about whether a service could be held, with activities in the hall afterwards, as St Augustine was the first Archbishop of Canterbury.	LMC
To speak to local schools about St Augustine in general to raise awareness and to find out whether they could be involved in the event.	AD
To speak to EDC regarding potential involvement in either this or any future year's event, including publicity of St Augustine and the history.	LCH

Additional Discussions.

Members briefly discussed a proposal to host an event in May 2026 to commemorate the centenary of the formation of Swanscombe Urban District Council.

It was agreed that this would be placed on the agenda for the next meeting of the Town Council to discuss, with a recommendation that the Working Group consider preparing details once the work on both the St Augustine's Day and Summer Fair events had been completed.

Meeting closed at 11.50am

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