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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Heritage Sub-Committee.

Councillor Lesley Howes - Chairman
Councillor Elizabeth Wickham - Vice-Chairman
Councillor Ann Duke
Councillor Richard Lees
Councillor Claire Pearce
Councillor Graham Taylor

To all other Councillors: For information only.

A Meeting of the above Sub-Committee will be held on

Tuesday 23 September 2025 at 10.30am

(or on the rising of the Executive & Emergency Committee who are meeting at 10.00am)

at The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA.

Graham Blew
Town Clerk

Dated: 18 September 2025

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.

AGENDA

The Quorum for Sub-Committees is one half of its Membership. If a Councillor is unable to attend, that Councillor can arrange for a substitute to attend in their place.

1. To receive apologies for absence (*Local Government Act 1972, s.85*).
2. Substitutes.
3. 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.**

4. Items as Deemed Urgent by the Chairman / matters arising from previous minutes, and their position on the Agenda (*for information only, not for decision making*).
5. To confirm and sign the Minutes of the Meeting held 3 July 2025 (Full Council 24 July 2025) (*Local Government Act 1972, Sch 12, Para 41(1)*).

6. ADOPTION OF RED PHONE KIOSK – PC01 PIER ROAD, GREENHITHE, DA9 9NS (p).

At its meeting on 3 July 2025 the Sub-Committee agreed for the Town Council to adopt the important heritage asset (Grade II Listed) Red Phone Kiosk in Pier Road, Greenhithe, from BT (*minute 110/25-26*).

The contract was signed and returned, and the Town Council took ownership of the kiosk following the receipt of a completion notice on the 17 August 2025. As per the agreement for adoption the Town Council secured the kiosk (photos attached) pending work to improve its condition and pending a decision on its future use.

The Town Councils insurance company have added the kiosk to our policy at a cost of £53 per year.

Recommended: To note the completion of the adoption process, addition to the insurance liability, and the securing of the heritage asset.

7. FUNDING FOR REPAIRS TO THE RED PHONE KIOSK – PC01 PIER ROAD, GREENHITHE, DA9 9NS.

At its meeting on 3 July 2025 the Sub-Committee were made aware of the cost of materials to repair the (Grade II Listed) Red Phone Kiosk in Pier Road, Greenhithe (minute 110/25-26).

It was agreed that funding would be sought including a request to the Local History Group for financial assistance.

Following the request to the Local History Group donations were received from the group itself and personal donations from local residents.

The combined total of the donations has covered the cost of the materials which have since been ordered, delivered and are pending a schedule being agreed for the works to be undertaken.

Once the works have been undertaken the people / groups who donated to the works will be invited to attend an official unveiling.

Recommended: To note the donations received for the project and thank those who donated as part of the publicity campaign for the opening of the asset.

8. FUTURE USE OF THE RED PHONE KIOSK – PC01 PIER ROAD, GREENHITHE, DA9 9NS (p).

At its meeting on 3 July 2025 the Sub-Committee agreed for the Town Council to release a public consultation to gather opinions on the future use of the (Grade II Listed) Red Phone Kiosk in Pier Road, Greenhithe, as well as gather the details for those interested in volunteering to help maintain it (minute 110/25-26).

Attached for members consideration is the combined results of both the online survey released through the Town Councils website and social media feeds, as well as paper surveys distributed by Councillors among interested parties.

The final section gathered the details of interested volunteers, which we received 20 responses.

Recommended:

1. To consider what the future use of the kiosk should be.
2. To agree on the formation of a volunteer list for the maintenance of the kiosk and set out how this would be operated, including volunteer involvement in the initial repairs.

9. HERITAGE PARK IMPROVEMENTS (p).

At its meeting on 6 September 2023 the Sub-Committee were made aware of the funding that had been received from the Lower Thames Crossing, in partnership with North West Kent Countryside Partnership (NWKCP), along with a schedule of the proposed improvements to the site (minute 137/23-24).

Over the last two years regular work has been undertaken to try and improve the site for both its biodiversity and visitor needs.

Attached for members information is the end of project report from NWKCP.

Outstanding works:

Pond	<p>Whilst the installation of a puddling clay liner initially held water, this did not retain through the first summer.</p> <p>A further additional liner is planned to be installed just under the surface of the clay and funding is currently being sought to have this work undertaken. The total cost of the works are £3,000 with a public donation of £200, and a corporate donation of £1,000 already secured.</p>
Interpretation	<p>Most of the new signage has been installed on site as per the end of project report.</p> <p>The remaining panels are for the pond, which will be installed once water retention is secured.</p>
Kestrel Box	<p>A small pocket of funding remained from another part of the project which enabled the agreement for a kestrel box to be installed in the meadow area to help provide a habitat for this species of bird.</p> <p>The box has been made and delivered and we await a contractor to install the pole and fit the box to it.</p>
Management Plan	<p>NWKCP have completed the draft Management Plan for the site, and this will sit alongside the plan that already exists from Natural England that covers the management of the SSSI.</p> <p>A copy is attached for members consideration. Once considered by members this will be further reviewed by officers in consultation with the Senior Groundsman Gardener before finalising.</p>

Recommended:

1. To note the completion of the works by NWKCP.
2. To note the outstanding works and the points raised as to how they will be completed.
3. To consider and raise any comments on the draft management plan before it is finalised.



You can follow us on Social Media and via our website.

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

