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## SWANSCOMBE & GREENHITHE TOWN COUNCIL

# SUMMONS & AGENDA

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

**Thursday 23 October 2025 at 7.00pm**

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



**Graham Blew  
Town Clerk**

Dated: 17 October 2025

**Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 17 onwards.**

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.  
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## A G E N D A

### 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 Meeting held on 24 July 2025 and the Special Town Council Meeting held on 24 September 2025 (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 – 3 September 2025 and 24 September 2025
- Finance and General Purposes Committee – 11 September 2025
- Recreation, Leisure and Amenities Committee – 18 September 2025
- Executive & Emergency Committee – 23 September 2025
- Heritage Sub-Committee – 23 September 2025
- Community Safety Committee – 1 October 2025

## 6. PAVILION PROJECT UPDATE (p).

A report is attached updating on the current situation / position regarding the Pavilion Project.

### **Recommended:**

1. To note, and endorse, the work undertaken to date on sourcing funding for the project.
2. To agree the submission of the bid to DBC for a contribution to the site as a strategic project.
3. To agree to the continued liaison with both EDC and Kent FA regarding other funding sources.
4. To agree to an application being made to the Public Works Lending Board for a loan to cover the shortfall in the project cost, up to a maximum of 15% of the total projects cost. This would only be implemented if it was required / essential to the project proceeding.
5. To agree that the project continue with the attached designs focusing on Phase 1 of the project.

## 7. EXTERNAL AUDITOR REPORT AND CERTIFICATE 2024 – 2025 (p).

To comply with statute full Council are required to consider (and minute their consideration) the external auditors annual letter / report (as attached).

### **Recommended:**

That the external auditors report and certificate 2024 – 2025 be noted, as required by statute.

## 8. LORRY PARK WORKING GROUP – UPDATE (p).

Further to minutes 466/24-25 and 139/25-26 the attached notes are from the Working Group meeting held on 16 September 2026.

### **Recommended:**

That the update be noted.

## 9. INGRESS PARK COMMUNITY CENTRE – UPDATE (p).

Further to the previous update, minute 80/25-26, the Technical Director & Deputy Managing Director – Eastern, Crest Nicholson has provided the attached information/update.

**Recommended:** That the update, and current position, be noted.

## 10. STAFF / MEMBER TRAINING – UPDATE.

The following training has been scheduled / undertaken: -

Town Clerk	KCC Highways & transportation Parish Seminar – 2 October 2025.	KCC Online
Town Clerk ATC/RFO	Beyond the Precept: exploring alternative income sources – 24 September 2025	KALC - Online

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

## 11. REPORTS OF OUTSIDE REPRESENTATIVES.

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

### 11.1 Ingress Park (Greenhithe) Management Limited (IPGM).

Councillors' Peter Harris and Dawn Johnston are the Council's 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.

### 11.2 Whitecliffe Community Liaison Group (WCLG).

Councillor Dawn Johnston is the Town Council's representative on the WCLG. As previously agreed, the agenda and minutes from the 23 September 2025 meeting are available for inspection. The next scheduled meeting is due to take place on 18 November 2025.

### 11.3 Elders Forum (EF).

Councillor Lesley Howes is the Town Council's representative on the EF and the next scheduled meeting is due to take place on 18 November 2025.

### 11.4 Young Peoples Partnership / Youth Network (YPP).

Councillor Lesley Howes is the Town Council's representative on the YPP. As previously agreed, the agenda for the 29 September 2025 meeting is available for inspection.

**12. REPORT FROM KENT COUNTY COUNCILLOR.**

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

**13. 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.

**14. SEALING OF DOCUMENTS.**

There are none.

**15. TOWN MAYOR'S ANNOUNCEMENTS.**

**16. 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.

**17. PAVILION PROJECT UPDATE (p).**

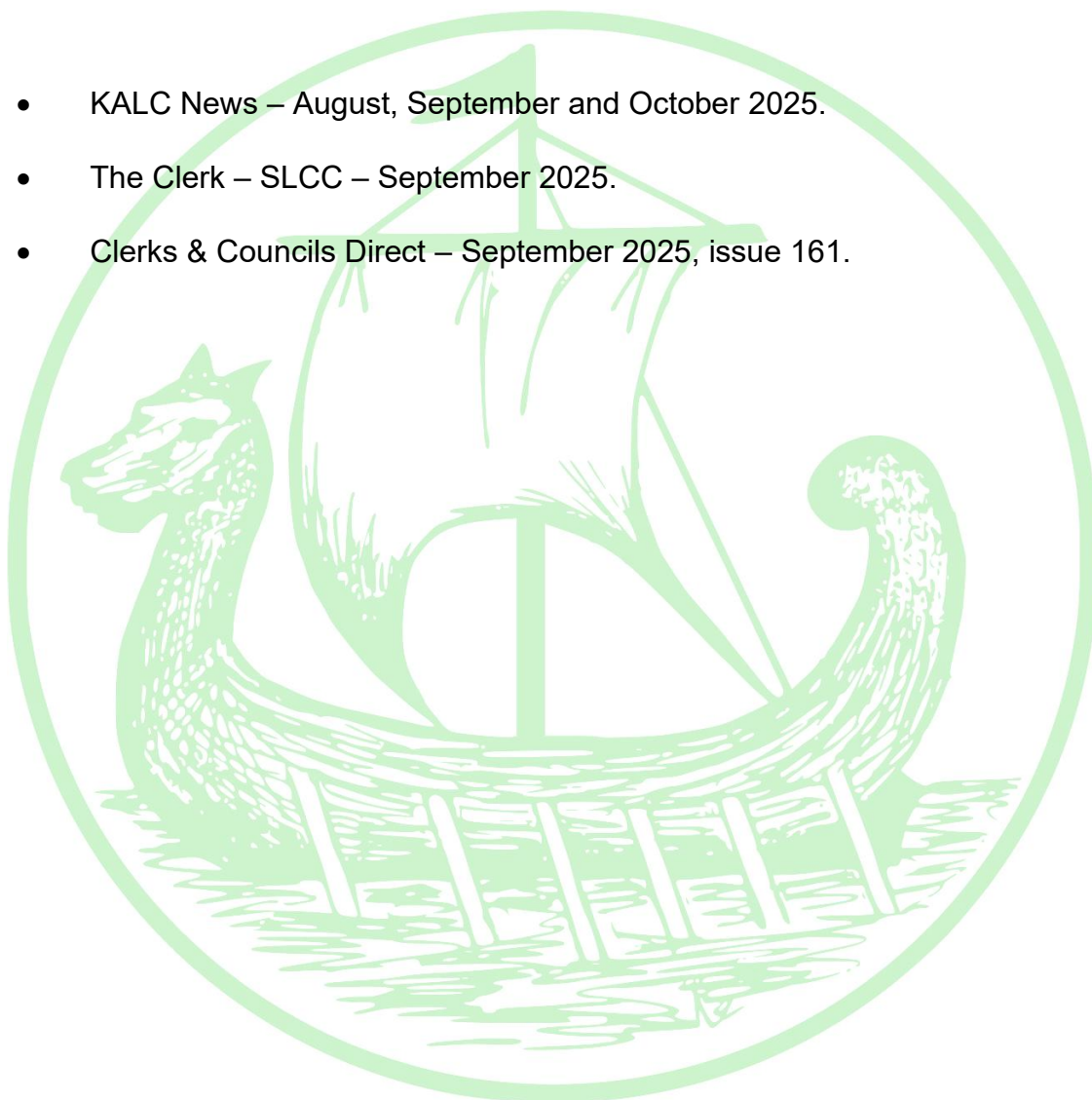
A confidential report is attached for members consideration. This information has been kept confidential at this stage to secure the commercially sensitive nature of the figures should the project continue through to tender stage.

**Recommended:**

1. To note the costing provided by the Quantity Surveyor.
2. To agree to the figure being included in the CIL Bid to DBC.

### INFORMATION IN THE OFFICE.

- KALC News – August, September and October 2025.
- The Clerk – SLCC – September 2025.
- Clerks & Councils Direct – September 2025, issue 161.



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

