



## AGENDA

### SITTINGBOURNE AREA COMMITTEE MEETING

Date: Tuesday, 7 December 2021

Time: 7.00 pm

Venue: Kemsley Community Centre, The Square, Ridham Avenue, Sittingbourne ME10 2SF

#### Membership:

Councillors Derek Carnell (Vice-Chairman), Simon Clark, Steve Davey (Chairman), Mike Dendor, Tim Gibson, James Hall, Ann Hampshire, Ken Rowles, Roger Truelove, Ghlin Whelan and Tony Winckless.

Quorum = 4.

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	Pages
1. Emergency Evacuation Procedure	
<p>The Chair will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures. The Chair will inform the meeting that: there is no scheduled test of the fire alarm during this meeting. If the alarm does sound, please leave the building quickly without collecting any of your possessions, using the doors signed as fire escapes, and assemble outside where directed. Await instructions before re-entering the building. Should anyone require assistance in evacuating the building, please make the Swale Borough Council Democratic Services Officers aware of any special needs so that suitable arrangements may be made in the event of an emergency.</p>	
2. Apologies for absence	
3. Declarations of interest	
<p>Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships. The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:</p>	
<p>(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be</p>	

declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary Interests (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the meeting while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the meeting.

4. Minutes

To approve the [Minutes](#) of the Meeting held on 7 September 2021 (Minute Nos. 229 - 243) as a correct record.

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| 5. Matters arising from previous meetings                        | 5 - 14  |
| 6. High Street issues  |         |
| 7. Police Matters  |         |
| 8. Creekside Plan  |         |
| 9. Public Forum  |         |
| 10. Local issues to be raised                                    |         |
| 11. Update on work plan - to include funding allocations 2021-22 | 15 - 36 |
| 12. Matters referred to Committee by Cabinet                     |         |
| 13. Matters referred to Cabinet by Committee                     |         |

## **Issued on Monday, 29 November 2021**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Area Committees, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

**Chief Executive, Swale Borough Council,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**

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**Sittingbourne Area Committee meeting: 7 December 2021 – Matters arising**

No.	Item	Background	Progress on actions
1.	Sittingbourne town centre regeneration scheme	Implementation of this scheme has been regularly reviewed by the Council's Scrutiny Committee for many years. It was proposed that the Committee receive the same written report that the Scrutiny Committee receive.	As an update has not been to Scrutiny Committee since June 2021, there is no update report for this meeting.
2.	Entrance to skate park and Dolphin Barge Museum	At the September meeting the Chairman advised he met with Essential Land regarding the entrance to the skate park and Dolphin Barge Museum. He would chase up the outstanding issues including the fence, parking and littering.	The Chair will provide a verbal update.
3.	Heritage issues	The Sittingbourne High Street Conservation Area Review and Milton Regis Conservation Area Review	The Conservation & Design Manager has provided a written update (Appendix 1).
4.	Bomb shelter at Trotts Hall Gardens	At the September meeting the Chair advised he met with Richard Emmett regarding the bomb shelter at Trotts Hall Gardens and there could still be evidence of a shelter there. More investigations would take place.	There has been no further progress on this item.
5.	Improvements to lighting in Milton Regis area	It was noted that the clock had been reinstated in Milton Regis and the Chairman would be exploring how lighting in the area could be improved.	The Chair will provide a verbal update.

		The Chair will continue to explore this and will report back on Court Hall and the Library at a future meeting.	
<b>6.</b>	Swale Borough Council website	<p>A Member raised concerns about the difficulties residents and Councillors experienced when trying to navigate the Swale Borough Council website. Some items appeared to be 'buried' and took a number of steps to find. It was agreed that the Chairman would refer this matter to Cabinet.</p> <p>Officers explained the reason for the current design of the website and advised a survey took place to provide an opportunity for further feedback.</p>	The Communications Manager advised three surveys will be carried out, one each for councillors, officers and the public. Officers are currently checking the questions in the surveys before they go live to make sure they will provide valuable insight.
<b>7.</b>	Periwinkle Water Mill Site	At the September meeting an update was given on the current situation. The Conservation & Design Manager advised that the greenery that needed to be cleared was from neighbouring land.	The Conservation & Design Manager has provided a written update (Appendix 1).
<b>8.</b>	Options for Roman Square & Square opposite Swale House	At the September meeting the Chair advised that he spoke to the occupants of Roman Square and the Working Group about brightening up the area.	The Chair will provide a verbal update.
<b>9.</b>	Traffic flow outside the bus station	A member of the public talked about traffic flows outside Sittingbourne Railway	This matter was referred to the Cabinet who advised that officers do not

		Station. He asked if he could work with the Swale Borough Council Engineering Manager to produce some plans.	currently have the capacity to resource this request. It was suggested at the September meeting these proposals are taken to the Swale JTB.
10.	Sittingbourne Tennis Club	It was reported at the September meeting there were still ongoing issues regarding the legal agreement to be finalised. The Club would like to take on the toilets and facilities at Milton Recreation Ground, an SBC officer was looking into the lease arrangements and would report back.	Following the contribution from the Area Committee to get the electrics isolated, the floodlights have worked but only intermittently. Officers and contractors continue to try and find a solution but it may be necessary for full replacement. Funding options are being discussed and at this point LEDs would be used.  No update on the use of the toilets, officers will look to progress this for the next meeting.
11.	Sports facilities in the area	At the June meeting the Chair suggested reviewing sports facilities in the Sittingbourne area to see if any required work.  It was agreed to bring this back to a future meeting once Members had been able to look at facilities in the area.  This could also tie in with an SBC review that will be taking place of sports facilities and the Committee's input would be welcome.	Ongoing – please pass any comments to the Chair.  The sports facilities review has not commenced yet due to other workload pressures. It is hoped this start in the new year.

<b>12.</b>	Damaged bins not being replaced	A Member reported that bins in his ward (Roman) had been removed after being set alight and not replaced.  The Chairman agreed to take this up with officers.	Officers reported there is a delay in sourcing bins but sometimes the opportunity is taken to remove if litter is no longer issue.
<b>13.</b>	Local Heritage List	Following a presentation on the Sittingbourne High Street and Milton Regis Conservation Area Reviews, a member of the public asked about making nominations to the Local Heritage List. It was suggested this should be added to the agenda for the next Area Committee Meeting to be discussed.	The Conservation & Design Manager hopes to bring this to the March 2022 round of meetings.
<b>14.</b>	The Air Cadet Squadron	The Air Cadet Squadron building at Westlands School was discussed as it was under threat. It was suggested this should be passed to the Western Area Committee to consider as it came under that area.	This has been passed to the Western Area Committee to deal with.
<b>15.</b>	Swale Media Arts Centre lease.	A resolution needs to be found.	Cllr Ken Rowles will give a verbal update.
<b>16.</b>	Blockages in Environmental health and Planning Enforcement	The Chairman stated he experiences blockages with these teams and would like to address this with officers.	The Chair has discussed this with relevant Cabinet Members and officers.
<b>17.</b>	Milton Creek Country Park.	An issue was raised about fly tipping and dog waste at Milton Creek Country Park.	The Chair will provide a verbal update.



		The Chair agreed to raise this at the Trust meeting.	
<b>18.</b>	Saxon Shore Way	<p>A member of the public raised an issue about the maintenance of the Saxon Shore Way.</p> <p>Kent County Councillor Mike Dendor responded that KCC were aware and would follow this up.</p>	Kent County Councillor Mike Dendor advised that It has been established that the area at Crown Quay Lane raised as being part of Saxon Shore Way is not, in fact Saxon Shore or indeed a PROW, so KCC are not responsible for maintenance.
<b>19.</b>	Rights of way to Milton Creek	The matter of rights of way to Milton Creek not being maintained was raised. Kent County Councillor Mike Dendor agreed to look into this.	Kent County Councillor Mike Dendor advised this path is not a registered PROW so KCC have no responsibility for any such access to the quay side. Also, with commercial sites backing directly onto the creek, there is no path from the quay side to either Milton Creek Country Park in the west or to Sittingbourne in the East.

**Items to bring back to a future Area Committee Meeting:**

	<b>Item</b>	<b>Background</b>	<b>Comments on progress</b>
<b>20.</b>	Signage around the town centre	The Chairman had circulated a schedule of signage around the town centre and invited members to comment on whether they thought any needed changing.	There has been no feedback on this from members. The Chair proposes waiting until the signage in the town centre has been finalised and then bring it back to a future meeting to see if there are any gaps.
<b>21.</b>	Brown tourism signs	<p>To commence an audit of existing local brown signs - Cabinet adopted a Visitor Economy Framework Action Plan on 28 October 2020. This includes a medium-term action to undertake a wayfinding audit of signage and identify any gaps. The delivery partners identified for this action are: SBC; town and parish councils; Visit Swale; Kent Highways; and local businesses.</p> <p>The Brown Signs audit for the borough is not underway as yet as it is programmed in for a later stage of delivery of framework Year 4 (currently in Year 2). This is to enable other actions to take place which will identify and support the businesses and develop the offer. We will then be in a stronger position to identify where signs are required and also where the signs are no longer appropriate.</p>	The Chair will bring this back to a future meeting.
<b>22.</b>	Closed Churchyards	The Conservation and Design Manager explained that over £1 million of works	It was agreed to bring this back to a future meeting.

		needed to be carried out across Swale on closed churchyards to ensure they were maintained for heritage and health and safety reasons but the Council did not have this funding.	
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## **Appendix 1 – Matters Arising**

### **Update from the Conservation & Design Manager:**

**Milton Regis CA review work:** Following an initial meeting with Cllr Davey in October 2021, I am in the process of collating the reference material for the area with a view to start compiling the review document in the new year, when further site visits will also be needed. It is planned to carry out an initial condition survey of the buildings as one element of putting together the management plan for the area to help tackle its heritage at risk status. It is clear from my most recent visit to the area that the boundary of the conservation needs very careful consideration and may need some revision. It is hoped to be able to have completed the draft of the review document in early spring 2022 with the aim being to give a presentation on this at the spring meeting of the committee as part of the public consultation.

**The Sittingbourne CA review** was presented to the area committee at the earlier meeting, and Jhilmil Kishore the Senior Conservation & Design Officer is now just in the process of getting the agreed form of the document edited using professional editing software and added to the Swale Borough Council website. It will be necessary to formally notify the Secretary of State of the changes to this conservation area and place notices in at least one local newspaper and the London Gazette before we can formally adopt the agreed form of the review document for development management purposes, and it is hoped that we can have this in place by late January 2022.

**Periwinkle Mill Wheel Enhancement Project:** An updated activity plan has just today been received from our design advisors, the East Kent Engineering Partnership. This provides estimated costs for the previously planned enhancement works as well as costings for different options to address the structural problems at the site in order to allow varying degree of volunteer access into the gated/locked site in order to assist the Council in effectively managing as a mini built and natural heritage/wildlife site. The anticipated costs of the project are significantly more (at least £20k) than the approximate sum of £30k available from the Sittingbourne Society. Whilst some of the extra costs can and will be met from the Council's Heritage Strategy budget, there is already significant pressure on that budget and so officers will be looking to see which design option(s) offer the best value for money and whether there might be any other sources of money which can be used to help fund the project to maximise the enhancement benefits that the project can bring to Swale's overall heritage offer, biodiversity gains and improvements to local visual amenity and civic pride. The Council's Conservation & Design Manager spoke on 25 November 2021 with the new management company (ManCo) for the adjacent apartment block scheme next to the site (known as Watermill Close). The ManCo is interested to see the plans for the project once they have been finalised, but based on a verbal summary of what we have planned, it was suggested that it seems like something a number of the block residents might be interested in helping to maintain as volunteers, once the physical works are complete.

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## **Cover Report for Sittingbourne Area Committee Funding Scheme**

### **Introduction**

The Sittingbourne Area Committee has been allocated a total of £44,000.00 for the financial year 2021/22.

The process proposed by the Area Committee Review Working Group, and agreed by Area Committee Chairs, was to carry out a scoring process on applications received for Area Committee Funding. The deadline for applications was Friday 12 November and £68,752.81 of bids were received for consideration by the Committee. This means that there are £24,752.81 worth of bids in excess of allocation. All applications have been assessed for eligibility by officers and a scoring process carried out.

Three impartial officers have independently considered each application and given them a score against the criteria set out in the Applicant Guidance Notes. Each criteria were scored as follows High – 3, Adequate – 2, Limited – 1, None – 0. All three officers scores were added together and presented to Committee Members in Appendix 1. Also attached to this paper is the summary report on applications received which contain the full text provided by applicants describing projects/activities (Appendix 2). Committee Members were given the opportunity to challenge the scores and request a review. No challenges were received.

### **Proposal**

Having considered the summary report and supporting papers, along with the scoring and background information, officers would like to submit 4 options for allocating funds for the Committee to vote on.

Part of the reason for the Working Group's recommendation that impartial officers should score bids based on criteria agreed in advance by Members was to create a degree of separation between the Committee's decision-making on the one hand and Members with a disclosable interest in a bidder (e.g. involvement with a community group or membership of a parish council) on the other. Members who have a disclosable non-pecuniary interest in any of the bids should declare it in the usual way and will be able to vote, as long as the voting is on the basis of the presented options, as this is unlikely to result in any Member having a bias. However, in the event that the Committee agrees to vote on amendments to these options, favouring (and by implication disfavouring) certain bids, Members with a disclosable non-pecuniary interest in the favoured bid(s) should not take part in the vote.

### Option 1:

This option would allow the highest scoring applications to receive 100% funding from the scheme, however, the applicant with the largest bid of these will receive slightly less to ensure that the annual allocation is not exceeded:

Applicant	Score	Funding request	Proposed allocation
Sittingbourne in Bloom (SITT011)	29	£9,649.25	£9,649.25
Milton Creek Country Park Trust (SITT014)	24	£10,573.48	£10,573.48
Sittingbourne in Bloom (SITT015)	24	£568.80	£568.80
Dolphin Sailing Barge Museum Trust (SITT017)	24	£23,818.00	£23,208.47
<b>Total</b>			<b>£44,000.00</b>

### Option 2:

This option would allow the highest scoring applications to receive 100% funding from the scheme, however, applicant reference SITT014 has said that they would be willing to receive a lower award (see Appendix 2). This has enabled one further applicant to receive an award of funding which is less than they requested to ensure that the annual allocation is not exceeded.

Applicant	Score	Funding request	Proposed allocation
Sittingbourne in Bloom (SITT011)	29	£9,649.25	£9,649.25
Milton Creek Country Park Trust (SITT014)	24	£10,573.48	£3,900.00
Sittingbourne in Bloom (SITT015)	24	£568.80	£568.80
Dolphin Sailing Barge Museum Trust (SITT017)	24	£23,818.00	£23,818.00
Raybel Charters (SITT012)	23	£12,000.00	£6,063.95
<b>Total</b>			<b>£44,000.00</b>



### Option 3:

This option pays out 63.996% to all applicants regardless of their score but ensures that all bids receive an award:

Applicant	Score	Funding request	Proposed allocation
New Leaf Support SITT010	21	£3,080.00	£1,971.07
Sittingbourne in Bloom SITT011	29	£9,649.25	£6,175.13
Raybel Charters SITT012	23	£12,000.00	£7,679.52
Sittingbourne & Kemsley Light Railway SITT013	22	£8,170.00	£5,228.47
Milton Creek Country Park Trust SITT014	24	£10,573.48	£6,766.60
Sittingbourne in Bloom SITT015	24	£568.80	£364.01
Sittingbourne in Bloom SITT016	20	£893.28	£571.66
Dolphin Sailing Barge Museum Trust SITT017	24	£23,818.00	£15,242.57
<b>Total</b>			<b>£43,999.03</b>

### Option 4:

This option pays out 77.725% to the highest scoring applications. This allows more organisations to receive a larger portion of funding.

Applicant	Score	Funding request	Proposed allocation
Sittingbourne in Bloom SITT011	29	£9,649.25	£7,499.88
Raybel Charters SITT012	23	£12,000.00	£9,327
Milton Creek Country Park Trust SITT014	24	£10,573.48	£8,218.24
Sittingbourne in Bloom SITT015	24	£568.80	£442.09
Dolphin Sailing Barge Museum Trust SITT017	24	£23,818.00	£18,512.54
<b>Total</b>			<b>£43,999.75</b>

Sittingbourne Area Committee Members are invited to vote on the above options.

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Applicant	Funds requested	Improve the appearance of the area	Improve the environment of the area	Improve the facilities of the area	Area of impact	Contributes to achieving Swale's Strategic Priority 2	Contributes to achieving Swale's Strategic Priority 3	Comments	Total Score
<b>Three officers independently scored the bids against the categories set out in the applicants' guidance notes. They were added together and a single total score shown on this sheet. The highest score available for individual categories is 9. The highest overall achievable score is 54.</b>									
New Leaf Support SITT010	£ 3,080.00	0	1	4	7	3	6	Received Members Grant 2020/21 £950	21
Sittingbourne in Bloom SITT011	£9,649.25	7	5	3	3	5	6	Received Area Committee Grant 2020/21 £4,000 and Members Grant 2020/21 £1,186	29
Raybel Charters SITT012	£12,000.00	6	3	4	3	4	3	Funding allocated to this organisation from SPF £40k for Creekside improvements and museum funding/ Area Committee 2020/21 £4,000	23
Sittingbourne & Kemsley Light Railway SITT013	£8,170.00	1	2	6	4	4	5	Received Area Committee Funding 2020/21 £870.74	22
Milton Creek Country Park Trust SITT014	£10,573.48	3	2	6	3	5	5	SPF £14k funding has been allocated to this project/ Area Committee 2020/21 £8,313	24
Sittingbourne in Bloom SITT015	568.80	5	4	3	3	3	6	Received Area Committee Grant 2020/21 £4,000 and Members Grant 2020/21 £1,186	24

Sittingbourne in Bloom SITT016	£893.28	3	2	3	3	3	6	Received Area Committee Grant 2020/21 £4,000 and Members Grant 2020/21 £1,186	20
Dolphin Sailing Barge Museum Trust SITT017	£23,818.00	2	3	6	4	5	4	Received Area Committee funding 2020/21 £4,537.20	24
<b>TOTAL BIDS</b>	<b>£68,752.81</b>								
Allocation	44,000.00								
Bids in excess of allocation	£24,752.81								

## Sittingbourne Area Committee Funding Scheme

### Summary of applications received for the December 2021 meeting

Area Committee's allocation for 2021-22 - £44,000.00

There have been no previously agreed allocations by Sittingbourne Area Committee

**Available to allocate at the December 2021 meeting - £44,000.00**

*(Applications arranged in the order they were received)*

<b>Reference:</b>	SITT010
<b>Organisation:</b>	New Leaf Support
<b>Applicant Name:</b>	Hasmita Reardon – Founder/Director/Volunteer
<b>Status of organisation:</b>	Registered Charity
<b>Details of project/activity:</b>	<p>New Leaf Support charity are hoping to continue running the Healing Together Programme (leaflet attached). Our funding on this project has now run out, the project has been highly successful with good results for the children who have witnessed and even experienced domestic abuse at a very tender young age.</p> <p>The project will be facilitated by a qualified Counsellor and a domestic abuse support worker. The course will run for 6 weeks, each session will last 60 minutes, and the group will consist of 6 children from both secondary and primary school age (2 groups) Both facilitators will be available 15 minutes before and after each session in case the session has raised any issues.</p> <p>There will be an initial assessment / meeting with each individual family prior to the start so they are aware of the course and its contents to reduce any anxiety.</p> <p>We will get the referrals from our existing clients and any new clients referred into our service.</p> <p>We currently hold at a school and hoping to get other schools to engage, Early Help and Social Services are aware we will be running the programme so they can make any new referrals.</p> <p>Each week at the end of the session we will provide the parent with a bag of food to ensure the children all have access to hot meals during the holidays.</p> <p>New Leaf Support has completed 2 programme specifically for children, which has been very successful and have benefited children who witnessed domestic abuse with coping strategies.</p>

	<p>During the referral process for healing together, we received several referrals from agencies such as Early help for children as young 4 years old that need support due to witnessing, demonstrating abusive behaviours or suffering abuse. We do not want to exclude these children from support so would like to be in a position to help with one to one counsellor.</p> <p>We determined to set up a support group for families affected by domestic abuse as well. We believe that we may be able to share some of our experiences and knowledge with the parents / siblings etc of someone who is or has been in an abusive relationship to give them a better understanding of what is happening and why.</p>
<b>Supporting papers</b>	Yes
<b>Quote provided</b>	No
<b>Total project expenditure:</b>	<p>2 x 6 weeks programmes:            Healing Together for children £820.00 x 2 - <b>£1,640.00</b>            1 to 1 sessions with counsellor for 4 to 5 years old, £40 per session x 6 sessions x 6 children - <b>£1,440.00</b></p> <p><b>Total project expenditure £3,080.00</b></p>
<b>Total project income (addition sources of income including cash/in kind):</b>	<b>Total project income - None</b>
<b>Funding request:</b>	<b>£3,080.00</b>

<b>Reference:</b>	SITT011
<b>Organisation:</b>	Sittingbourne in Bloom
<b>Applicant Name:</b>	Lynda Marshall, Committee Member
<b>Status of organisation:</b>	Unincorporated Association (Community Group)
<b>Details of project/activity:</b>	<p>A number of residents, currently 6, in Milton Regis have got together as they would like to make improvements to the High Street area of Milton Regis by adding planters and hanging baskets and enhancing other fixtures. They are willing to maintain the raised bed by the Court Hall and plant up the area around the car park. The aim is to form a CIO, adopt a constitution, elect officers and have a bank account. The group will be the Milton Regis Society but as they have not yet had time to complete the process they are working under the umbrella of Sittingbourne In Bloom.</p> <p>This project will benefit all the current residents of Milton Regis as well as visitors to High Street and the Court Hall museum. It will also make the whole area more attractive and inviting especially to residents in all the new housing developments in the near vicinity. The introduction of more plants into an area that has very little at present will be good for the environment and air quality as well as for wildlife.</p> <p>Local residents wishing to take pride in their local the area has led to them coming together to form a new Society which can only be for the good of the community and the area as a whole.</p> <p>This bid complies with the Strategic Priorities listed below:-</p> <p><b>Swale's Strategic Priority 2: Investing in our environment and responding positively to global challenges</b>          2.4 Recognise and support our local heritage to give people pride in the place they live and boost the local tourism industry.          2.5 Work towards a cleaner borough where recycling remains a focus, and ensure that the council acts as an exemplar environmental steward, making space for nature wherever possible.</p> <p><b>Swale's Strategic Priority 3: Tackling deprivation and creating equal opportunities for everyone</b>          3.3 Develop a communitarian approach to partnership working based on shared objectives with like-minded agencies in the voluntary and community sectors.          3.5 Promote wellbeing and enjoyment of life by signposting and encouraging a wide range of sporting, cultural and other leisure activities appropriate and accessible to each age group.</p>
<b>Supporting papers</b>	No
<b>Quote provided</b>	Yes

<b>Total project expenditure:</b>	2 Double Cosmopolitan Cube Hire @ £518 - <b>£1036</b> 20 Pole Basket Liner 800mm Hire @ £84.35 - <b>£1687</b> Installation - <b>£150</b> 4 Wooden planter, soil plants reservoir, maintained 12 months @ £1325 - <b>£5300</b> 3 Grey Troughs @ £213.75 - <b>£641.25</b> Delivery - <b>£50</b> 3 used barrier baskets @ £75 - <b>£225</b> Plants for troughs and barrier baskets - <b>£360</b> Peat free compost for troughs and barrier baskets - <b>£200</b>  <b>Total project expenditure excluding VAT £9,649.25</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	<b>None.</b>
<b>Funding request:</b>	<b>£9,649.25</b>



<b>Reference:</b>	SITT012
<b>Organisation:</b>	Raybel Charters
<b>Applicant Name:</b>	Gareth Maeer - Director
<b>Status of organisation:</b>	Company Ltd by Guaranatee Social Enterprise
<b>Details of project/activity:</b>	<p><b>Milton Creek navigation - feasibility study proposal</b></p> <p>The restoration of the Thames sailing barge Raybel at Lloyd's Wharf is demonstrating that it is still viable for Sittingbourne to have an active and lively boating and barge scene at the head of Milton Creek.</p> <p>The restoration, along with the rebuild of the Dolphin Sailing Barge Museum, the completion of the skate park and the access improvements to the SKLR, have already made good progress towards Swale BC's aspirations to create a heritage-based cultural and leisure quarter at the Wharf, as laid in the Local Plan. This is a key site for the future of the town, being so closely located to the town centre, and adjacent to the retail park.</p> <p>Barge and boating activity – whether the arrival and departure of vessels, or restoration / repair work, or possibly a small number of live-aboards – is needed to creates the colour and vibrancy that will draw visitors to the wharf. This type of activity is vital to realising the long-term ambitions set out in the Local Plan.</p> <p>These aspirations have been further advanced recently by the inclusion of the Creek in a proposal for the designation of a 'Queenborough and Milton Creek Heritage Harbour', as part of the initiative jointly promoted by Maritime Heritage Trust and National Historic Ships.</p> <p>However, there are restrictions and difficulties in navigating the Creek which need to be overcome if this vision is to be realised.</p> <p>The first of these is the depth of water along the length of the Creek, which means that navigation is limited to high tide, and even then requires some care and skill in following the channel. The arrival of Raybel in 2019 showed that it is still possible. This was followed, in 2020, by a tug pushing the dry dock which is being used for the restoration work, and by a narrow boat which moored at the Creek whilst being refitted. As more vessels use the Creek the channel will becoming clearer without any need for dredging.</p> <p>The second issue is the Swale Way road bridge, which is more problematic. Only vessels with no mast, or – like Thames barges – with a retractable mast, can pass beneath the bridge. Even then the window of opportunity when tidal conditions allow a passage is short. This requires careful planning and preparation, and is will be a deterrence for many.</p>

	<p>A practical solution that would make the passage significantly less complicated would be the installation of mooring piles on either side of the bridge. Four would be needed in total, two on each side, for tying up vessels fore and aft. With these in place boats would be able to arrive at the bridge at any time, in the knowledge that they could lay up safely and wait for the ideal time to pass under.</p> <p>This would result in more barges and small craft sailing the Creek, and visiting Lloyd's Wharf for a short stay, for repair work, or for longer residential stays such as over-wintering. Two barges are known to have made enquiries about laying up at the Creek over the coming winter, for example.</p> <p>We have obtained one estimate of the cost of the work, which is £80,000 + VAT (see attached).</p> <p>However, preliminary discussions have indicated a number of planning, legal and technical issues that need to be addressed before the Council could consider making any investment towards the cost of installing the mooring posts. Greater certainty is also needed around the costs. An assessment of potential economic and social benefits should also be made.</p> <p>This proposal is therefore to undertake a feasibility study, covering all the issues, permissions and measurements for the project, along with a more detailed breakdown of costs, and set alongside a small economic/social benefit assessment. The study would cost £10,000 plus VAT. This cost is based on the assumption that soil ground data can be supplied by Kent Council County from when the bridge was installed. If an independent ground test has to be done this will cost an additional £10,000.</p> <p>We would commission WPL Marine to undertake the technical and cost components of the feasibility study. WPL is an experienced marine contractor, working across the south east and based in Sittingbourne <a href="https://www.wphmarine.co.uk/">https://www.wphmarine.co.uk/</a> It is currently undertaking similar piling work for a brewery in Arunde, to facilitate water borne deliveries.</p> <p>The economic / social benefit case, along with management of the study, would be undertaken by Raybel Charters CIC, the organisation responsible for securing the funding for the Raybel restoration.</p> <p>The study can start immediately and will take two months.</p>
<b>Supporting papers</b>	No
<b>Quote provided</b>	No

<b>Total project expenditure:</b>	Consultancy fees – engineering and planning issues <b>£8,500.00</b> Project management – commissioning the work - <b>£1,500.00</b> VAT - <b>£2,000.00</b> <b>Total project expenditure - £12,000.00</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	None.
<b>Funding request:</b>	<b>£12,000.00</b>

<b>Reference:</b>	SITT013
<b>Organisation:</b>	Sittingbourne & Kemsley Light Railway
<b>Applicant Name:</b>	Elizabeth Fuller – Chairman of the Trustees
<b>Status of organisation:</b>	Company Ltd by Guarantee Registered Charity
<b>Details of project/activity:</b>	<p>The SKLR are the owners of 7 Narrow gauge locos which worked in the mills at Sittingbourne and Kemsley and through to the docks at Ridham. The railway now preserves 2 miles of this once considerable network. To operate the railway we must have 2 steam engines available to haul the passenger coaches. To comply with the legal requirements for operation, every 10 years the engines must receive a major overhaul including inspection by a qualified boiler inspector and any work identified must be undertaken. In 2019, 'Superb' a 0-6-2T locomotive built by W Bagnall in 1940 was found to have a worn inner firebox which would need replacing. The volunteers at the railway have been working to remove this inner firebox and we are now at the stage where a new inner firebox can be fitted. The SKLR is lucky in having the expertise amongst our volunteers to fit this firebox and will be able to involve our younger volunteers in this heritage skill. However we do not have the full resources to purchase the firebox required. We are therefore requesting a grant from the Sittingbourne Area Committee to enable us to make this example of Sittingbourne's past heritage to once again haul passengers and to provide an insight into the history of the papermaking industry in the Borough.</p>
<b>Supporting papers</b>	No
<b>Quote provided</b>	Yes
<b>Total project expenditure:</b>	Firebox Option 1 NNR Quote - <b>£10,170.00</b> <b>Total project expenditure £10,170.00</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	<p>The SKLR have 2 qualified Boilersmiths as part of our volunteers. They are more than able to complete the work required and are willing to give their expertise free of charge to the railway. They are also more than willing to pass on their knowledge to our younger volunteers.</p> <p><b>Total project income £2,000.00</b></p>
<b>Funding request:</b>	<b>£8,170.00</b>

<b>Reference:</b>	SITT014
<b>Organisation:</b>	Milton Creek Country Park Trust
<b>Applicant Name:</b>	Lynda Marshall – Trustee – Fund Raising
<b>Status of organisation:</b>	Registered Charity
<b>Details of project/activity:</b>	<p>The new toilet block in Milton Creek Country Park is a very welcome addition and has allowed a number of events and activities to take place that would previously not been possible. ROOM is another great asset to the Park. It has been very well received and is getting regular use by a wide variety of groups and individuals. Having toilets available greatly increases the variety of events that can take place in ROOM.</p> <p>When ROOM was delivered Kris Staples (Park Ranger) very quickly arranged to have steel security shutters installed and a cage fitted over the skylight. We thought that this would make it secure but unfortunately someone was determined to get in and they managed to break off the padlock and smash their way in through the double glazed window. There was nothing of value in the container but they still stole the box containing our new PVC tablecloths and sail flags. (The flag bag was dumped and subsequently recovered). We still need to find the resources to repair the window.</p> <p>The toilet block has been repeatedly vandalised which means one or more units are often unavailable which must be costing the Council a significant amount in repairs and maintenance. The appearance of the building has been severely degraded. We therefore feel that it is essential to install CCTV which is monitored to deter further vandalism and catch anyone who persists in doing damage to either of these two units. It is essential to keep both the toilets and Room available for use as they benefit all the Park users and allow people to use the Park who would otherwise avoid it due to the lack of these facilities.</p> <p>£3,600 has already been secured. The preferred 2 camera option costs £14,173.48. There is a single camera option that cost £6,503.39. If there is insufficient funding available for the preferred option would it be possible to allocate £3900 to allow us to either pursue the other option or look elsewhere for the remainder of the funding required to install the preferred option?</p> <p><b>Swale’s Strategic Priority 3: Tackling deprivation and creating equal opportunities for everyone</b></p> <p>3.4 Ensure that the council plays a proactive role in reducing crime and antisocial behaviour, including through the modernisation of CCTV provision.</p>

	3.5 Promote wellbeing and enjoyment of life by signposting and encouraging a wide range of sporting, cultural and other leisure activities appropriate and accessible to each age group.
<b>Supporting papers</b>	No
<b>Quote provided</b>	Yes
<b>Total project expenditure:</b>	2 CCTV units supply and install - <b>£14,173.48</b> <i>(Alternative option 1 CCTV unit supply and install £6,503.30)</i> <b>Total project expenditure £14,173.48</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	Cash donation secured by Cllr Richard Palmer <b>Total project income - £3,600.00</b>
<b>Funding request:</b>	<b>£10,573.48</b> <i>(alternative option £3,900.00)</i>

<b>Reference:</b>	SITT015
<b>Organisation:</b>	Sittingbourne in Bloom
<b>Applicant Name:</b>	Lynda Marshall – Committee Member
<b>Status of organisation:</b>	Unincorporated Association (Community Group)
<b>Details of project/activity:</b>	<p>A number of residents and business owners, currently 6, in Milton Regis have got together as they would like to make improvements to the High Street area of Milton Regis by involving more local residents and businesses to create a group that will focus on general improvements with the vicinity of the High Street and beyond should there be an interest. The aim is to form a CIO, adopt a constitution, elect officers and have a bank account. The group will be the Milton Regis Society but as they have not yet had time to complete the process they are working under the umbrella of Sittingbourne In Bloom.</p> <p>The proposal is to install two signs on the wall in the square in front of the library. One will be a pictorial map of the attractions and historic buildings in Milton Regis. The other will have a brief history of the area. This project will benefit all the current residents of Milton Regis as well as visitors to High Street and the Court Hall museum. It will also make the whole area more attractive and inviting especially to residents in all the new housing developments in the near vicinity.</p> <p>Local residents wishing to take pride in their local the area has led to them coming together to form a new Society which can only be for the good of the community and the area as a whole.</p> <p>This bid complies with the Strategic Priorities listed below:-</p> <p><b>Swale’s Strategic Priority 2: Investing in our environment and responding positively to global challenges</b>        2.4 Recognise and support our local heritage to give people pride in the place they live and boost the local tourism industry.</p> <p><b>Swale’s Strategic Priority 3: Tackling deprivation and creating equal opportunities for everyone</b>        3.3 Develop a communitarian approach to partnership working based on shared objectives with like-minded agencies in the voluntary and community sectors.        3.5 Promote wellbeing and enjoyment of life by signposting and encouraging a wide range of sporting, cultural and other leisure activities appropriate and accessible to each age group.</p> <p>The project is being supported by Sittingbourne In Bloom.</p>
<b>Supporting papers</b>	No
<b>Quote provided</b>	Yes

<b>Total project expenditure:</b>	Supply 2 laminated vinyl panels £294.00 Installation - £180 VAT - £94.80 <b>Total project expenditure £ 568.80</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	None
<b>Funding request:</b>	<b>£568.80</b>



<b>Reference:</b>	SITT016
<b>Organisation:</b>	Sittingbourne in Bloom
<b>Applicant Name:</b>	Lynda Marshall – Committee Member
<b>Status of organisation:</b>	Unincorporated Association
<b>Details of project/activity:</b>	<p><b>Supply and fit 1 new rail and 1 new bollard at Milton High Street</b></p> <p>A number of residents and business owners, currently 6, in Milton Regis have got together as they would like to make improvements to the High Street area of Milton Regis by involving more local residents and businesses to create a group that will focus on general improvements with the vicinity of the High Street and beyond should there be an interest. The aim is to form a CIO, adopt a constitution, elect officers and have a bank account. The group will be the Milton Regis Society but as they have not yet had time to complete the process they are working under the umbrella of Sittingbourne In Bloom.</p> <p>This project will benefit all the current residents of Milton Regis as well as visitors to High Street and the Court Hall museum. It will also make the whole area more attractive and inviting especially to residents in all the new housing developments in the near vicinity.</p> <p>Local residents wishing to take pride in their local the area has led to them coming together to form a new Society which can only be for the good of the community and the area as a whole.</p> <p>This bid complies with the Strategic Priorities listed below:-</p> <p><b>Swale’s Strategic Priority 2: Investing in our environment and responding positively to global challenges</b>        2.4 Recognise and support our local heritage to give people pride in the place they live and boost the local tourism industry.</p> <p><b>Swale’s Strategic Priority 3: Tackling deprivation and creating equal opportunities for everyone</b>        3.3 Develop a communitarian approach to partnership working based on shared objectives with like-minded agencies in the voluntary and community sectors.        3.5 Promote wellbeing and enjoyment of life by signposting and encouraging a wide range of sporting, cultural and other leisure activities appropriate and accessible to each age group.</p> <p>The project is being supported by Sittingbourne In Bloom.</p>
<b>Supporting papers</b>	Yes
<b>Quote provided</b>	Yes

<b>Total project expenditure:</b>	Supply and fit 1 new rail and 1 new bollard at Milton High Street - £744.40 VAT - £148.88 Total Project Expenditure - £893.28
<b>Total project income (addition sources of income including cash/in kind):</b>	None
<b>Funding request:</b>	<b>£893.28</b>

<b>Reference:</b>	SITT017
<b>Organisation:</b>	Dolphin Sailing Barge Museum Trust
<b>Applicant Name:</b>	Clive Reader – Chairman of the Trustees
<b>Status of organisation:</b>	Registered Charity
<b>Details of project/activity:</b>	The Museum building was constructed to a certain size because it was an insurance replacement. However, we have found that we need additional space to provide the community at large with the room to carry out our functions as both a museum and a community asset. It has been part of our vision for the museum to allow children to make both paper and bricks (two staple industries for the area) and the marquees would provide that facility.
<b>Supporting papers</b>	No
<b>Quote provided</b>	Yes
<b>Total project expenditure:</b>	Maingate Electrical Services Ltd - £3,552.00 Metro supplies and Services - £2,448.00 ( <i>Mesh and road forms tbc – approx. £360.00 not added</i> ) Tectonics (canopy)- £17,818.00 <b>Total Project Expenditure - £23,818.00</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	Museum main building already constructed. There will be a volunteer contribution as usual. The Museum has a self-supporting income.
<b>Funding request:</b>	<b>£23,818.00</b>

Compiled by Janet Dart, Interim Area Committees Coordinator

Date: November 2021

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