
CABINET

MINUTES of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 27 October 2021 from 7.00 pm - 7.34 pm.

PRESENT: Councillors Mike Baldock (Vice-Chairman, in the Chair, to be referred to as 'Chairman' for the rest of these minutes), Angela Harrison, Ben J Martin, Richard Palmer and Julian Saunders.

PRESENT REMOTELY (NON-VOTING): Councillors Monique Bonney and Tim Valentine.

OFFICERS PRESENT: Simon Algar, Jayne Bolas, David Clifford, Philippa Davies, Deborah Hardy, Kellie MacKenzie, Jeremy Pilgrim, Larissa Reed, Debbie Townrow and Emma Wiggins.

ALSO IN ATTENDANCE: Councillors Cameron Beart (remotely), Derek Carnell (remotely), Steve Davey (remotely), Alastair Gould (remotely), Hannah Perkin (remotely), Sarah Stephen (remotely), Mike Whiting and Corrie Woodford (remotely).

APOLOGY: Councillor Roger Truelove.

403 EMERGENCY EVACUATION PROCEDURE

The Chairman outlined the emergency evacuation procedure.

404 MINUTES

The Minutes of the Meeting held on 22 September 2021 (Minute Nos. 303 – 316) were taken as read, approved and signed by the Chairman as a correct record.

405 DECLARATIONS OF INTEREST

No interests were declared.

Part B Minutes for Information

406 LOCAL DEVELOPMENT SCHEME

The Cabinet Member for Planning introduced the report which outlined the timetable for delivering the Local Plan Review (LPR) which was set out in the Local Development Scheme (LDS) of 2020. The report outlined a revised programme for the LPR to support the continued preparation of a sound plan. The Cabinet Member explained that the LDS had previously been considered by the Local Plan Panel.

A Member drew attention to some members of the public requesting that the LPR process be paused following a speech by the Prime Minister. The Member

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Subject to call-in, Part B Decisions to be effective from Monday 15 November 2021

highlighted the risks that a pause to the process could pose and said that Councils were still required to produce up-to-date Local Plans. He spoke in support of the LDS moving forward.

A visiting Member said that he had asked that the Leader or Deputy Leader write to the Secretary of State for Housing to seek clarification on the Prime Minister's comments. The Chairman confirmed that he had asked the Leader to write a letter.

The Cabinet Member for Planning proposed the recommendation which was seconded by the Cabinet Member for Housing.

Resolved:

(1) That the Local Development Scheme at Appendix I of the report be adopted as the current programme for the Swale Borough Local Plan Review.

407 ISSUES AND PREFERRED OPTIONS LOCAL PLAN REVIEW CONSULTATION (REGULATION 18)

The Cabinet Member for Planning introduced the report which presented the Regulation 18 document, Issues and Preferred Options as set-out in Appendix I of the report. The document had sought further ideas and comments for the Council's future Local Plan and had previously been considered by the Local Plan Panel.

The Cabinet Member for Planning proposed the recommendations which were seconded by the Cabinet Member for Community.

Resolved:

(1) That the document for consultation purposes, attached to the report, be agreed and the consultation arrangements be endorsed.

(2) That delegated authority be given to the Head of Planning in consultation with the Cabinet Member for Planning, to make minor amendments to the document prior to consultation.

408 QUEENBOROUGH & RUSHENDEN TWYFORD PUMPING STATION – HIF FUNDED CONTRACTOR APPOINTMENT

The Cabinet Member for Economy and Property introduced the report which summarised the procurement process and its results and sought Cabinet approval of the recommended contractor. She said the contract was for 11 months, with an opportunity to extend the contract for a further three months if required.

The Cabinet Member for Planning proposed the recommendations which were seconded by the Cabinet Member for Health and Wellbeing.

Resolved:

(1) That the appointment of Lanes Group plc as Queenborough & Rushenden, Twyford Pumping Station contractor from 18 November 2021 for an initial period of 11 months, be approved.

(2) That the waiver of contract standing orders in relation to this appointment, due to only one tender submission being received, be approved.

409 MILSTEAD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

The Cabinet Member for Planning introduced the report which set-out some proposed boundary changes, and that following the recent review work, the conservation area should be formally re-designated under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act, 1990. The Cabinet Member read out a late submission to the consultation, which was in support of the proposed extension of the conservation area. The Cabinet Member added that there had been a really good response to the consultation.

The Conservation & Design Manager said the Milstead Conservation Area was very sound, and was worthy of re-designation with the boundary changes, and he welcomed the consultation responses that had been received.

The Cabinet Member for Economy & Property, who was also the Ward Member, thanked officers and the consultant for the report which had been very positively received by local residents, both in and outside the conservation area. The Cabinet Member said the review had been requested via an Area Committee and she noted that the conservation area had not been reviewed since its designation in 1973.

The Cabinet Member for Planning proposed the recommendations which were seconded by the Cabinet Member for Environment.

Resolved:

(1) That the responses received from the public consultation exercise (summarised in the response table at Appendix I) be noted.

(2) That the content of the conservation area character appraisal and associated management strategy document for the Milstead Conservation Area, as amended in response to the public consultation (set-out in Appendix II) be noted.

(3) That in light of (1) and (2) above, it be agreed that Milstead Conservation Area is of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance, and that as such, that it should be re-designated as a conservation area in accordance with section 69 of the Planning (Listed Buildings and Conservation Areas) Act, 1990.

(4) That in light of (1) and (2) above, it be agreed that the boundary to the conservation area be re-drawn as proposed in the amended character appraisal and management plan document, and that this document for the Milstead Conservation Area be formally adopted for development management purposes.

410 SITTINGBOURNE CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

The Cabinet Member for Planning introduced the report which set-out some proposed boundary changes and that following the recent review work, the conservation area should be formally re-designated under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act, 1990. He welcomed the proposed extension of the conservation area into East Street.

The Conservation & Design Manager drew attention to the tabled paper which had also been emailed to Members and added to the website. The paper set-out comments received from the Practice Manager at The Chestnuts Surgery, East Street and these were read-out. The Conservation & Design Manager explained that the practice had not been notified about the review at the time, due to an administrative error, but had since been invited to make comments, and had done so. He added that there was a good collection of buildings in East Street and that they were worthy of having the protection that being in a conservation area offered.

There was some discussion on the point made in the tabled paper on the effect on property prices when a property was within a conservation area. The Conservation & Design Manager acknowledged that being in a conservation area was an additional land charge and said the process of designation should not delay any sale going ahead. He advised that the re-designation was likely to take place by the end of 2021. He added that the re-designation should not materially affect the sale of a property, and the usual effect of being in a conservation area was in a positive way. In response to a question from the Vice-Chairman in the Chair, the Conservation & Design Manager confirmed that the boundary in the conservation area character appraisal document had been corrected (following the earlier report to the Local Plan Panel) to include the surgery building within the conservation area boundary extension to East Street, as per the original intention.

The Cabinet Member for Planning proposed the recommendations which were seconded by the Cabinet Member for Community.

Resolved:

- (1) That the responses received from the public consultation exercise (summarised in the response table at Appendix iii and set-out in full at Appendix v) be noted.***
- (2) That the content of the conservation area character appraisal and associated management strategy document for the Sittingbourne Conservation Area be noted.***
- (3) That in light of (1) and (2) above, it be agreed that the Sittingbourne Conservation Area is of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance, and that as such, that it should be re-designated as a conservation area in accordance with section 69 of the Planning (Listed Buildings and Conservation Areas) Act, 1990.***
- (4) That in light of (1) and (2) above, it be agreed that the boundary to the conservation area be re-drawn as proposed on Map 1 and the related series of maps in the character appraisal and management plan document for the***

Sittingbourne Conservation Area to be formally adopted for development management purposes.

411 REACTIVE AND PLANNED TERM MAINTENANCE CONTRACT - EXTENSION OF CONTRACT

The Cabinet Member for Economy & Property introduced the report which sought Cabinet approval to extend the current contract for Planned and Reactive Term Maintenance for a further 18 months from 1 April 2022. She drew attention to paragraph 3.3 in the report which set-out concerns raised by Cabinet on the quality of workmanship, and the ways that this could be rectified. The Cabinet Member welcomed the use of a local workforce and local subcontractors.

The Cabinet Member for Planning proposed the recommendations which were seconded by the Cabinet Member for Housing.

Resolved:

(1) That the current contract for Planned and Reactive Term Maintenance for a term of 18 months from 1 April 2022 subject to the appointed Contractor's agreement be extended, encouraging them to employ local workforce, sub-contractors and services where practical and cost efficient.

(2) That the Property Services Manager and Buildings Manager evaluate and provide resource to monitor and approve the standard of work undertaken for Reactive works.

412 RECOMMENDATIONS FROM THE LOCAL PLAN PANEL MEETING HELD ON 7 OCTOBER 2021

Resolved:

(1) That the recommendations in Minute Nos. 358, 359 and 360 be agreed.

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel