

AGENDA

WESTERN AREA COMMITTEE MEETING

Date: Thursday, 1 December 2022

Time: 7.00 pm

Venue: Newington Village Hall, Off the High Street, Newington MR9 7JJ

Membership:

Councillors Mike Baldock, Monique Bonney, Roger Clark, Nicholas Hampshire, Alan Horton, James Hunt, Richard Palmer, Paul Stephen, Sarah Stephen (Vice-Chair) and Corrie Woodford (Chair).

Quorum = 3.

Pages

Information about this meeting

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2. Apologies for Absence

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves, their families or friends.

The Chair will ask Members if they have any disclosable pecuniary interests (DPIs) or disclosable non-pecuniary interests (DNPIS) to declare in respect of items on the agenda. Members with a DPI in an item must leave the room for that item and may not participate in the debate or vote.

Aside from disclosable interests, where a fair-minded and informed observer would think there was a real possibility that a Member might be biased or predetermined on an item, the Member should declare this and leave the room while that item is considered.

Members who are in any doubt about interests, bias or predetermination should contact the monitoring officer for advice prior to the meeting.

4. Minutes

To approve the [Minutes](#) of the meeting held on Thursday 1 September 2022 (Minute Nos. 261 – 271) as correct records.

5. Matters arising from previous meetings 5 - 24
6. Public Forum
7. Local issues to be raised
8. Update on work plan 25 - 28
9. Matters referred to Area Committee by Service Committees
10. Matters referred to Service Committee Chairs for consideration

Issued on Wednesday, 23 November 2022

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

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Western Area Committee meeting: Progress on matters arising – 1 December 2022

No.	Item	Background	Update on actions
1.	Bredgar and Hartlip Conservation Area Reviews.	<p>The Area Committee requested that quotes be obtained for Conservation Area Reviews for Bredgar and Hartlip.</p> <p>These were considered at the September 2022 meeting and it was agreed to allocate £8,400 for Peter Bell to carry out the CA reviews and that the Graphics Officer would be producing the documents.</p>	<p>The Conservation & Design Team have advised that the review work for the Bredgar & Hartlip Conservation Areas will be commissioned in the new year. This would need to be confirmed with the consultant if he has capacity and will need to be confirmed with the finance department if the consultant can be awarded a contract.</p> <p>This way the allocated funds can be spent by May 2023, however, due to the resource crunch and a number of other projects (AP1) being higher priority, the Conservation & Design Team recommend that the officers present the review work to Planning and Transport working group/committee for adoption in the Autumn of 2023.</p>
2.	Walking and cycling project	In March 2021 funding was allocated to a walking and cycling project in the Western area. The Active Travel Coordinator attended the June 2022 meeting and there was a discussion on potential routes.	Please see Appendix 1 for an update by the Active Travel Coordinator.

		A virtual workshop took place on 18 October where the Active Travel Coordinator received input on potential routes from Area Committee Members and Parish Councils.	
3.	Bus services	<p>A resident of Bredgar raised an issue about reduced funding for bus services and how this impacted residents in villages. She said that there was no incentive for residents to use buses which would reduce the number of cars on the roads.</p> <p>Cllr Bonney commented that Kent County Council (KCC) did not take the opportunity to use the Kent Science Park Section 106 funding to make a subsidised bus service viable by providing a timetable that would have benefitted the residents in the villages.</p> <p>Members moved a motion that the Chair of the Western Area Committee write to KCC about the effect the cuts to bus services would have on residents living in villages in the Western Area and request that the timetabling and routes of remaining services were reviewed as they were not viable.</p>	A letter has been sent to KCC (see Appendix 2).
4.	Brown tourism signs	<p>It was agreed at the September 2022 meeting to reverse the allocation made in 2020/21 for applications for brown tourism signs to be installed in the Parish of Bobbing as they had been rejected by KCC.</p> <p>Members moved the motion that that the Chair of the Western Area Committee write to KCC expressing Members' disappointment about the rejection of the applications and explained that the Committee felt the criteria was unhelpful.</p>	A letter has been sent to KCC (see Appendix 3).

5.	Refurbishment of King George V Toilet Refurbishment	Cllr Sarah Stephen brought a proposal to the September 2022 meeting to consider the refurbishment of the King George V toilet. The Western AC agreed to allocate £5,054 to this project. They requested that an alternative hard-wearing wall covering as an alternative to white roc be used.	The Buildings Manager advised that the project is planned to take place during the winter months when King George Park would be less busy. The contractor has been asked to investigate an alternative wall covering instead of white roc, as per the Area Committee comments. A further update will be provided at the February 2023 meeting.
6.	Conservation issues including ponds.	David Carey the Pond Warden attended the Western Area Committee meeting in September 2022 to talk about conservation issues including ponds. It was suggested that the Area Committee work with Mr Carey on a funding proposal to support the pond wardens and bring it back to the December 2022 meeting.	A funding proposal will be discussed under agenda item 8.
7.	Donation to foodbanks that provide a service to residents in the Western Area.	<p>Members agreed to allocate £10,000 of the 2022/23 funding to foodbanks that cover the Western area.</p> <p>The Swale Foodbank was recommended by officers. Members asked for the Bus Shelter Foodbank to be approached as well. For the foodbanks to receive funding they would need to meet the conditions below:</p> <ul style="list-style-type: none"> Members would like the funding to benefit residents who live in the Western area rather than other parts of Swale. They hope this is possible as the foodbanks operate a voucher scheme so it should be possible to identify where people live. The Western area covers the following wards 	<p>The Swale Foodbank and the Bus Shelter Foodbank have both agreed the conditions and £5,000 has being transferred to them.</p> <p>Monitoring reports will be provided at the February 2023.</p>

		<p>(Bobbing, Iwade and Lower Halstow, Borden and Grove Park, Hartlip, Newington and Upchurch, The Meads, West Downs and Woodstock).</p> <ul style="list-style-type: none"> A lot of residents in the villages do not have cars and bus services have been either reduced or removed. Members asked if some of the funding be used to deliver food parcels either to residents houses in the Western area or to pick up points in the villages. 	
8.	Proposal to support residents having difficulties purchasing alternative heating products.	Members requested that officers work on a funding proposal to bring to the December 2022 meeting which would support residents who were having difficulties purchasing alternative heating products.	A funding proposal will be discussed under agenda item 8.
9.	Rose Hill & Meads Woodland Management & Work Plans.	<p>In March 2021 the Area Committee allocated funding to develop management plans. These had now been completed by an external consultant and there were £2,158.00 of funding remaining. The plans indicated if the tasks should be carried out by a contractor or a volunteer group.</p> <p>Two Friends groups have been formed, Rose Hill Woodland Friends Group and The Meads Woodland Friends Group. It was agreed that a Borough Councillor would sit on each Friends Group and they should provide annual updates to the Western Area Committee.</p>	<p>Funding has been transferred to the Rose Hill Woodland Friends Group.</p> <p>Awaiting bank details for the Meads Woodland Friends Group.</p>
10.	Heritage issues	Cabinet adopted a Heritage Strategy and Action Plan on 18 March 2020. The Action Plan contains a programme of Conservation Area (CA) reviews.	Please see Appendix 4 for an update on progress.

		<p>The Area Committee agreed to fund CA reviews for the areas below which are outside of the planned programme of reviews in the Action Plan:</p> <ul style="list-style-type: none"> • Rodmersham Church Street • Rodmersham Green • Milstead • Tunstall 	
11.	Youth provision in villages	<p>At the June 2021 meeting the lack of youth provision was raised as an issue.</p> <p>Amanda Turner the Kent County Council (KCC) Youth Hub Delivery Manager and Rebecca O'Neill the Commissioned Provider of Youth Provision for KCC, attended the June 2022 meeting to talk about youth provision in the Western Area.</p> <p>At the request of the Area Committee a project proposal was taken to the September 2022 meeting for VIBE youth workers to engage with young people. The proposal was agreed by Members and it was also agreed to run the project twice at a cost of £6,930 in total.</p> <p>The KCC Divisional Member for Swale West will look into the issue of Section 106 money being absorbed into KCC. Cllr Baldock requested a full list and will report back at the December meeting.</p>	<p>The funding has been transferred to Brogdale CIC. Updates on the progress of the project will be reported at the February 2023 meeting.</p> <p>Please see Appendix 5.</p>

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WESTERN AREA COMMITTEE – 1 December 2022

Project	Walking & Cycling Project
Lead Councillors	Cllr Sarah Stephen and Cllr Monique Bonney
Lead Officer	Adrian Oliver, Active Travel Co-ordinator
Objective	Use South-West Swale resources, the Villages, historical sites, food producers, ancient woodlands, nature reserves and war graves to name some, and create walking and cycling experiences similar to those created for Faversham
Budget	£13,000
Status	In Progress

Thank you to everyone who attended the Walking & Cycling Trails Review meeting, it was very helpful. The trails have been revised (see below) and the additional background and points of interest information added.

Over the next few weeks, we will be working with Tribal Voice Communications (TVC) to physically ground-truth each trail, checking the suitability, accessibility and attractiveness. The trails may then be tweaked accordingly to arrive at the final trails to be promoted. TVC will then create step by step copy for each trail, highlighting key features including points of interest and refreshment stops. Where appropriate, links will be made with North Downs AONB, regional and national trails. Once all this work is complete, TVC will be in a position to suggest a motivating theme for each trail.

As part of TVC's work, interested groups such as Newington History Group and Borden History Group and local businesses along the trails will be contacted.

Separately, I will work on the cycling trail and explore more cycling route opportunities.

Explore Kent will produce the final maps which will be used in leaflets designed inhouse, working with TVC. The trail leaflets will be printed inhouse too.

We will follow the Explore Kent process, so these walks can feature on their website, app and the Kent Connected app. Also being explored is the potential to make these trails available on the national gojauntly app.

If Members would like to join TVC on the ground truth walks, whether for all or part of a trail, please contact me and I will see whether this is possible.

Rodmersham Green Walk v2 181122



Modern Mixed Walk: Town centre, urban green spaces, residential streets, agricultural landscape, rural settlements and cemetery.
High Street : Toilets; shops; hospitality; alleyways; Heritage Hub (The Forum); Media Centre/VIC; St Michael's Church; (West Street Old Forge War Time House).
Bell Road: River Bourne below; Air Raid Shelters by Trots Hall (now Trots Gardens); Was once the B2163 to East Farleigh.
1.7m: Scratchards Hill with views across the estuary.
Rodmersham Church: Significant graves including Deans family (brickmakers) and www.edwardardizzone.org.uk
Rodmersham Green: Duck Pond; Rodmersham Coffee Shop; Fruiterers Arms; The Club (bar).
3.8m: Shoulder of Mutton Wood
Cromer's Road: Highsted Chalk Pits - Pre-historic settlement, old railway line (dismantled), & tunnel to Sittingbourne (lost?); Cromer's Wood (KWT).
King George's Playing Fields: Coffee shop and toilets
Sittingbourne Cemetary
Avenue of Remembrance
Roman Square (history?)
Reference: Woodstock - an archaeological Mystery - Lesley Feakes



Tunstall Borden Walk v2 181122



High Street : Toilets; shops; hospitality; alleyways; Heritage Hub (The Forum); Media Centre/VIC; St Michael's Church; (West Street Old Forge War Time House).

Avenue of Remembrance

Albany Park

King George's Playing Fields: Coffee shop and toilets

Buried Treasure

Tunstall Church (no shops or pubs within the village boundaries; these have been prohibited since the Middle Ages)

Borden Church and Maypole Pub

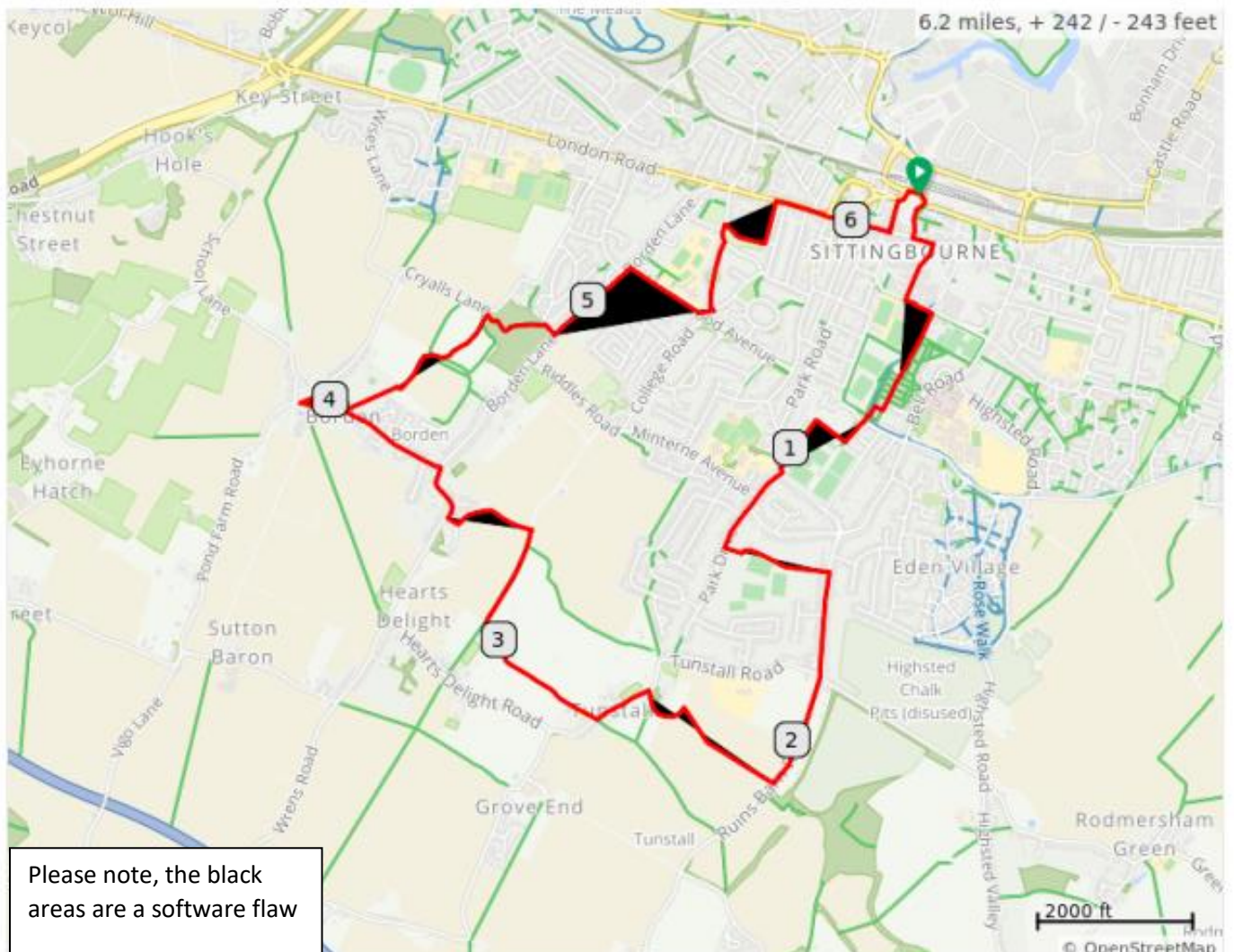
Borden Rec, Cricket Pitch and Nature Reserve

Johnson Gardens

References:

Helen Allinson & Brian Turner - Tunstall

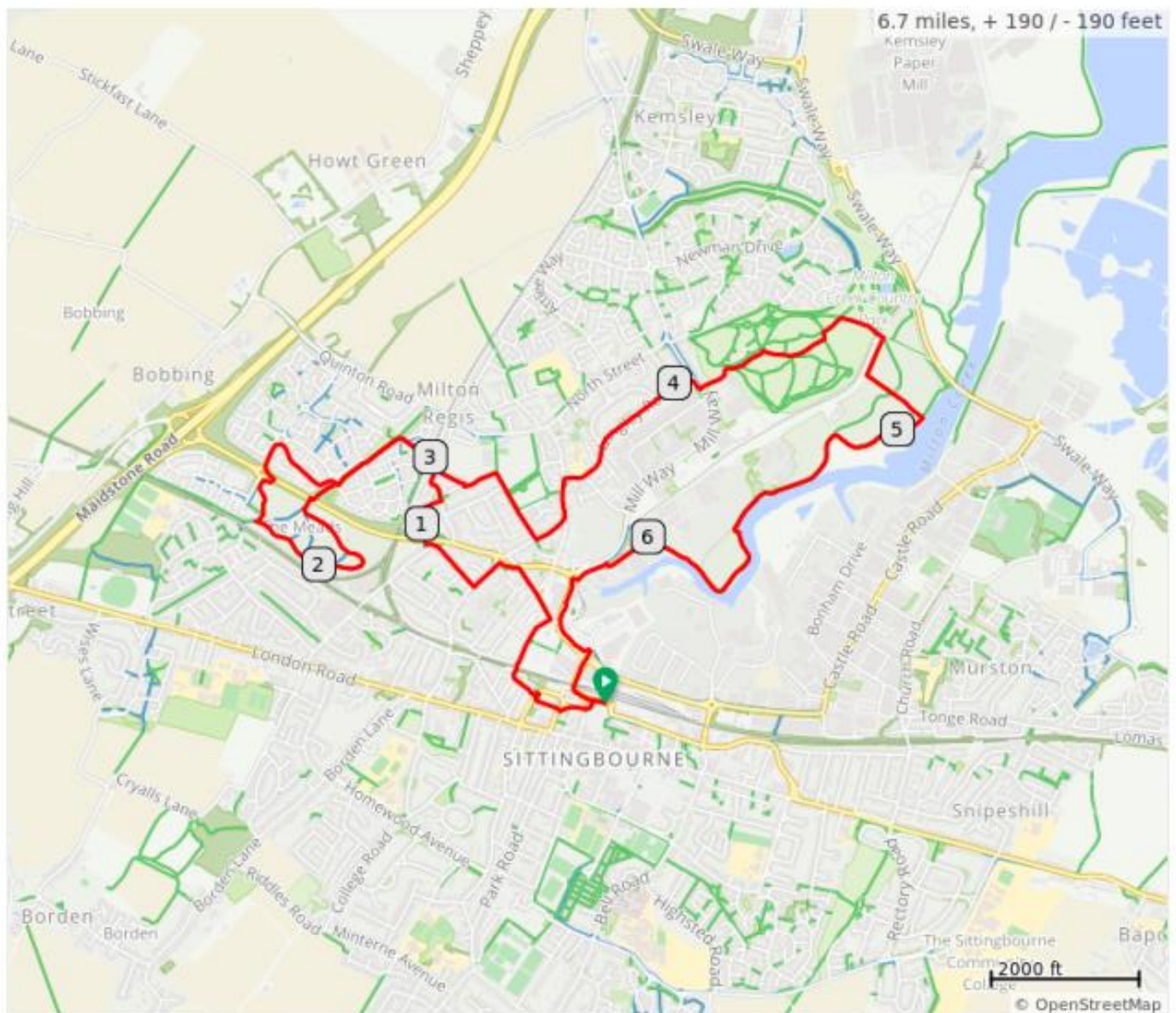
Helen Allinson - The Story of Gore Court House & Estate



Meads & Milton Walk v2 181122



Former Paper Mill
Periwinkle Mill
The Meads - woodland and Henge (Explore Kent)
Milton Regis High Street www.hrgs.co.uk
Milton Court Hall friendsof miltonregiscourthall.co.uk
Milton Creek Country Park miltoncreek.co.uk
Holy Trinity Church miltoncreek.co.uk
Sittingbourne & Kemsley Light Railway sklr.net
Milton Creek
Milton Railway Viaduct
Milton Pipes



newington hartlip walk 181122



Newington newingtonhistory.uk

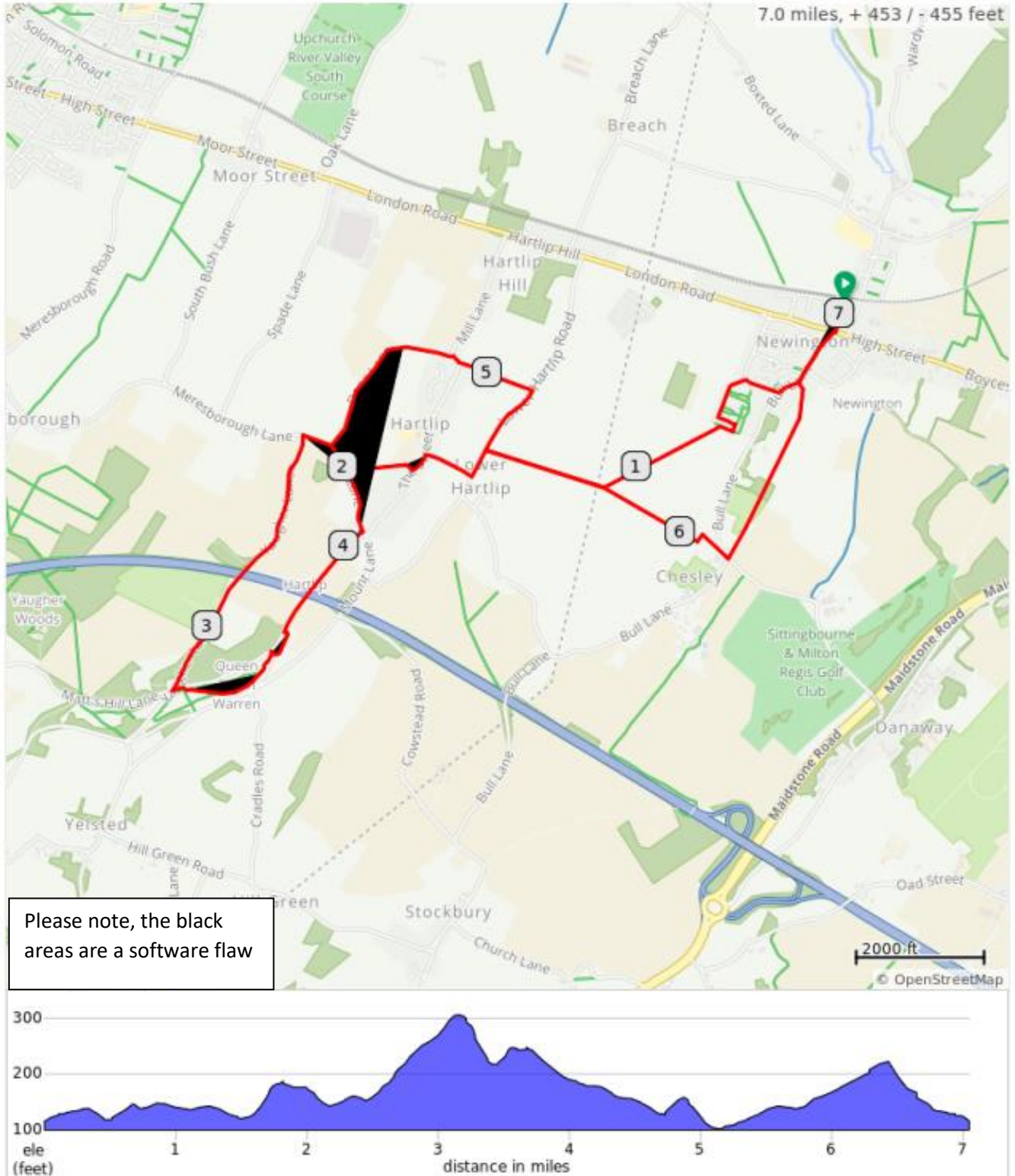
Roman Ruins

Devil's Footsteps

Rose & Crown <https://www.roseandcrownhartlip.com/>

Potters Wood

Queen Down Warren <https://www.kentwildlifetrust.org.uk/nature-reserves/queendown-warren>



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Making Swale a better place

Appendix 2

David Brazier
Cabinet Member for Highways and Transport
c/o Members Desk
Kent County Council
County Hall
Sessions House
Maidstone
Kent ME14 1XQ

1 November 2022

Dear Mr Brazier

Re: Proposed reduction of bus services in the Swale Western Area

I am writing to you following an issue raised at the Swale Western Area Committee on Thursday 1 September 2022. A motion was passed at the meeting to write to you concerning the impact of the proposed cuts to bus services and the impact they will have on residents living in the western area of Swale. The Committee also requested that the timetabling and routes of the remaining services be reviewed as they are not currently viable.

We consider the Swale routes to be vital to the needs of the communities and passengers they serve. The reductions in service will unquestionably have a negative impact on many of Swale Borough Council's strategies for the Borough, not least the emerging Local Plan and the Council's Climate and Ecological Emergency Action Plan. Set against a need to deliver against increasing housing targets, grow our economy and yet meet our ambition for the Borough to be Carbon Neutral by 2030, residents, visitors and those working in Swale need to be able to make more journeys using sustainable transport modes. Bus services are a critical component of this.

The withdrawal of these services will also disadvantage a number of communities in the western area, resulting in the demise in many areas of valued public transport connections for the rural population. This will impact on access to employment and skills opportunities, leisure and essential services, with a disproportionate impact on some of the most vulnerable, through reductions to scheduled services and particularly through the removal of the Kent Karrier service.

The reduction in services will particularly impact on the young. Many of the services proposed to be removed will impact directly on student journeys to and from schools, both primary and secondary. More broadly young people cannot, or are far less likely to have access to a car and aside from education these proposals will limit access to leisure, employment opportunities and further and higher education. Swale has one of the highest rates of youth unemployment in the south-east (currently 6.5% for 18-24 year olds) and accessibility to opportunities is consistently identified by Job Centre plus and other partner agencies as a major barrier to both skills and employment opportunities.

Yours sincerely

Cllr Corrie Woodford
Chair of the Western Area Committee

cc Cllr Mike Baldock, Chair of the Swale Planning & Transport
Policy Working Group



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Tourism Signs Team



Making Swale a better place
Appendix 3

Please ask for: Janet Dart

Email: areacommittees@swale.gov.uk
Telephone: 01795 417438

2 November 2022

Dear Sir/Madam

Western Area Committee – tourism signing

I am writing on behalf of Members of the Western Area Committee regarding the process for tourism signing.

Some time ago Members made available monies to pursue three applications for community destinations. The first application for The Meads Community Woodland and Henge did not meet the stringent criteria and the application was refused. This was extremely disappointing for the Council having invested in the attraction which provides interest for local residents and visitors alike. The destination is not the easiest to locate and the signing would have been helpful directional signing.

I wonder if there is opportunity to review the criteria so that future applications for local destinations and attractions of merit might be considered more favourably?

I look forward to your response.

Yours sincerely

Councillor Corrie Woodford
Chair of Western Area Committee

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**Written update for
Western Area Committee – Thursday 1 December 2022
By Conservation & Design Team of Swale Borough Council**

Rodmersham Church Street CA review

The adopted version of the Conservation Area appraisal document is now published on the Swale Borough Council website, adoption notifications to local residents and the parish council has been sent out.

Rodmersham Green CA review

The Conservation Area appraisal document has now been finalised to incorporate the proposed additional boundary changes post public consultation. The final document will be published shortly on the SBC website and will be subject to 21-day notification period.

Milstead CA review

The Conservation Area appraisal document has now been finalised that includes changes made as a result of the public consultation and agreement for adoption by the cabinet. It is due to be published on the SBC website week commencing 21st November 2022 and will be subject to 21-day notification period.

Tunstall CA review

The adopted version of the Conservation Area appraisal document is now published on the Swale Borough Council website, adoption notifications to local residents and the parish council have been sent out.

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S106 FUNDING FOR YOUTH SERVICES - WESTERN AC

listed below are S106 contributions received/potential for YOUTH SERVICES which Swale receive on behalf of Kent County Council; for the Western wards (being Bobbing, Iwade and Lower Halstow, Borden and Grove Park, Hartlip, Newington and Upchurch, The Meads, West Downs and Woodstock). Please contact me if you require any further/additional information (Sara Potter 01795 417308 / email: sarapotter@swale.gov.uk)

App No	Address	Ward	Type	Deed Date	Definition	Service Owner	Deed amount	Amount Received (with indexation)	Date Received	Spend by Date	Date Paid to KCC / NOTES
16/501266/FULL	99 High Street And Land To The North Of High Street Newington ME9 7JJ	Hartlip, Newington And Upchurch	Youth Service Contribution	30/04/2018	towards the provision of youth services by the County Council within the vicinity of the development	Kent County Council	£4,622.34	£4,972.16	10/09/2019	10/09/2029	Mar-20
17/505711/HYBRID	Land at Wises Lane Borden ME10 1GD	Borden And Grove Park	Youth Service Contribution	20/12/2019	towards the provision of youth services facilities (facilities at the New House Youth Centre to accommodate the additional attendees and/or to accommodate the increased demand on KCC youth services for the provision of educational leisure time activities and new and improved facilities to support, the well-being of young persons aged 13-19 and certain persons aged 20-24	Kent County Council	£3,006.40	£3,693.21	05/04/2022	05/04/2027	money with SBC
19/501332/FULL	Land at Pond Farm Grovehurst Road Iwade ME9 8RD	Bobbing, Iwade And Lower Halstow	Youth Service Contribution	05/07/2022	towards additional youth outreach work covering Iwade	Kent County Council	£4,519.50	£5,526.76	10/10/2022	10/10/2027	money with SBC
21/501740/FULL	Land at Hill Farm Rook Lane Keycol Hill Bobbing	Bobbing, Iwade And Lower Halstow	Youth Service Contribution	03/03/2022	towards the provision of additional equipment and resources for youth at the Sittingbourne adult education centre	Kent County Council	£655.00	£0.00			payment trigger not yet reached
18/506677/HYBRID	Halfway Egg Farm Featherbed Lane Sittingbourne ME9 8RA	Bobbing, Iwade And Lower Halstow	Youth Service Contribution	19/10/2021	towards provision of additional youth services for the Sittingbourne area	Kent County Council	£1,244.50	£0.00			payment trigger not yet reached
17/500727/OUT	Manor Farm Key Street Sittingbourne ME10 1YU	Borden And Grove Park	Youth Service Contribution	19/12/2019	towards expansion of the New House Youth Centre in Sittingbourne	Kent County Council	£1,879.00	£0.00			REM app - PCO
20/505156/FULL	Former Sittingbourne Adult Education Centre College Road Sittingbourne ME10 1LF	Homewood	Youth Service Contribution	05/05/2022	towards additional resources for the youth services in Sittingbourne	Kent County Council	£1,441.00	£0.00			payment trigger not yet reached
14/501588/OUT	Land at Stones Farm The Street Bapchild ME9 9AD	West Downs	Youth Service Contribution	22/12/2017	towards youth focused activities, sports and other equipment at the 'New House' youth centre and outreach programmes based there	Kent County Council	TBC	£0.00			AMOUNT TO BE CALCULATED AND CONFIRMED - in discussions with the developer ATM re: phasing / no. of units etc


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Agenda Item 8

Western Area Committee Funding Scheme – Member proposal form 2022-23

Title of project	Assisting homeowners in the Western area with energy costs
Proposer (Area Committee Member)	Councillor Corrie Woodford
Relevant Heads of Service/Lead officer	Sarah-Jane Radley – Interim Community Development Manager Charlotte Hudson – Head of Housing & Community Services
Project Proposal	<p>At the September 2022 Western Area Committee meeting, Members requested that officers research relevant charities who could assist households who use alternative fuels in the Western area with their energy costs as part of their response to the cost-of-living crisis. After looking into this it was found there are no local charities who provide this assistance. Local foodbanks can provide fuel vouchers for residents in need who use pre-paid energy meters but not alternative fuels.</p> <p>The national organisation, The Fuel Bank Foundation, work with local partner organisations such as foodbanks and the Swale Fuel and Water Home Advisor Service to provide financial assistance to households in need using all fuel types including alternative fuels. The local partner organisations will assess the household seeking assistance and if they meet certain criteria, then The Fuel Bank Foundation can give financial assistance. Although The Fuel Bank Foundation would be happy to receive donations, they would not be able to use those funds for a specific geographical area, the funding would be allocated to any household in the UK who meet the criteria to receive assistance.</p> <p>Swale Borough Council (SBC) provide a Fuel and Water Home Advisor Service, managed by Swale charity Children and Families, more information can be found via this link Fuel & Water Home Advisor. One of the services provided by the Advisor is to give households advice on ways to reduce their use of energy and thereby reduce costs. As part of the service, energy efficient packs can be given out which contain things like radiator reflectors, draft excluders, LED light bulbs and timers etc. The content of the packs are tailored to the needs of the household. Each pack costs on approximately £50.</p> <p>Following discussions with the Swale Fuel and Water Home Advisor, assistance with the following would help residents in the Western area reduce their energy costs:</p> <ol style="list-style-type: none"> 1. To allocate funds to the SBC Fuel & Water Home Advisor Service via the charity Children and Families so that the Advisor can provide energy efficient packs to households requesting assistance with reducing their energy costs in Western area. It will be possible to ensure this funding goes to residents in the Western Area. 2. Get the message out to residents in the Western area that they can apply to receive energy efficient packs tailored to their needs. This can be done via the SBC Communications Team. 3. Currently packs are distributed via drop off points and the closest drop off point for the Western Area is the Swale CVS office. If the Area Committee are able to assist with identifying one or more alternative drop off points it would be easier for residents to collect the packs more locally. They would need to be venues which are open most days of the week, have the ability to store packs and have staff in attendance to hand out the packs. <p>The Western Area Committee may wish to consider the above proposal.</p>

Western Area Committee Funding Scheme – Member proposal form 2022-23

Title of project	Assisting homeowners in the Western area with energy costs
Anticipated officer resource required	Publicity via the SBC Communications Team
Cost £	Figure to be agreed by Western Area Committee
Planned Start Date	December 2022
Due Date for Completion <i>(Please note the funding will need to be spent by May 2023)</i>	May 2023
Please note there is a requirement to consult with the relevant Head of Service to ensure this proposal does not conflict with strategic priorities and will not put undue pressure on officer resource.	
Agreed by relevant Head of Service (Name, date and signature)	Charlotte Hudson Head of Housing & Community Services  17/11/22

Western Area Committee Funding Scheme – Member proposal form 2022-23

Title of project	WAC018 - Award of funding to Pond Wardens
Proposer (Area Committee Member)	Councillor Mike Baldock
Relevant Heads of Service/Lead officer	N/A
Project Proposal	<p>David Carey the Pond Warden attended the Western Area Committee meeting in September 2022 to talk about conservation issues including ponds. It was suggested that the Area Committee work with Mr Carey on a funding proposal to support the pond wardens and bring it back to the December 2022 meeting.</p> <p>Mr Carey has confirmed the Pond Wardens work would be assisted by the purchase of the following items:</p> <p>3 chest waders for pond maintenance work - 3 x £54.99 = £164.97 2 sampling nets for pond dipping with small groups - 2 x £63.95 = £127.90</p> <p>TOTAL COST = £292.87</p>
Anticipated officer resource required	None
Cost £	£292.87

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