

Agenda

Sittingbourne Area Committee Meeting

Date: Tuesday, 20 June 2023

Time 7.00 pm

Venue: The Sapling Room, The Appleyard, Avenue of Remembrance, Sittingbourne
ME10 4DE*

Membership:

Councillors Derek Carnell (Vice-Chair), Shelley Cheesman, Simon Clark, Tim Gibson, James Hall, Mark Last (Chair), Charlie Miller, Angie Valls, Karen Watson, Tony Winckless and Ashley Wise.

Quorum = 4

Pages

Information about this meeting

*Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website by Monday 19 June 2023.

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- (b) Assemble outside where directed. Await instructions before re-entering the building.
- (c) Anyone who requires assistance in evacuating the building, should make themselves known during this agenda item.

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 23 February 2023 (Minute Nos. 709 – 717) and the Minutes of the Meeting held on 17 May 2023 (to follow) as correct records.

5. New Councillor introductions

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| 6. Achievements Report | 5 - 24 |
| 7. Sittingbourne Area Committee priorities | 25 - 26 |
| 8. Matters arising from previous meetings | 27 - 32 |
| 9. Public Forum | |

10. Local issues to be raised
11. Matters referred to Area Committee by Service Committees
12. Matters referred to Service Committee Chairs for consideration

Issued on Tuesday, 6 June 2023

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

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Sittingbourne Area Committee Meeting	
Meeting Date	20 June 2023
Report Title	Area Committees Achievements Report
EMT Lead	Larissa Reed, Chief Executive
Head of Service	Philip Sutcliffe, Communications & Policy Manager
Lead Officer	Janet Dart, Policy & Engagement Officer
Classification	Open
Recommendations	To note the report

1 Purpose of Report and Executive Summary

- 1.1 To provide Councillors with a summary of the achievements of the four Area Committees since they were implemented in September 2020.

2 Background

- 2.1 One of the objectives of the administration, which was formed at Swale Borough Council (SBC) following the 2019 local elections, was to diffuse power among Members and improve public engagement in decision-making. The administration put in place arrangements to establish Area Committees in Swale in order to help meet this objective.
- 2.2 Membership includes all ward Members in the area and the Committees' boundaries are aligned with those of the wards it covers. Substitute Members are not permitted on Area Committees and only those councillors who are Members of SBC are able to take decisions.
- 2.3 However, public attendance and participation in the Area Committees is an important feature of them. The Council have incorporated provisions in the Constitution for there to be a session for members of the public or local organisations, including Parish and Town Councils, to propose items for future agendas for consideration by the Committees to ask relevant questions and make relevant comments to the Committee.
- 2.4 The purpose of the Area Committees is to enhance the quality of life and of Council services in the relevant area and to bring local insight to bear in Council decision-making. Their terms of reference are to:
- develop a work programme to enhance core services within the area and take a report to Council on an annual basis to provide an update on progress;
 - agree spending decisions in relation to specific funding allocated to Members of the Area Committee;

- provide area intelligence to the Policy and Resources Committee and Heads of Service, and assist with policy development on relevant matters; and
 - make recommendations to Full Council, Policy and Resources Committee or any Service Committee on issues in the Committee's area and respond to any other specific matter referred to it by Full Council, a Committee or a senior Council officer.
- 2.5 The first round of Area Committees took place in September 2020 and due to the Coronavirus pandemic legislation, the meetings took place remotely via Skype. This continued until restrictions were relaxed and the September 2021 round of meetings were the first to take place face-to-face in community/village halls. As remote attendance had proved to be popular with members of the public and Parish/Town Councils, a remote conference call device was purchased so that hybrid meetings could take place in external venues. This has been very effective and allows for wider engagement with people across the Borough, regardless of their accessibility needs, giving them the choice to participate either in person or remotely.
- 2.6 As mentioned in paragraph 2.4, each Area Committee was allocated funding which equated to each member receiving an identical amount. This was established in each Annual Council budget and to be allocated to projects in consultation and agreement with the Area Committee at large. When allocations were made during the first year 2020/21, there were some occasions where some Area Committee Members were not able to vote on funding decisions as they had declared an interest in one or more applications. Following this, an Area Committee Review Working Group was established which put together a recommended process to avoid the need for members to recuse themselves from voting. This process is set out in Appendix I. Eastern, Sittingbourne and Sheppey Area Committees decided to adopt this process, but Western Area Committee found it was not necessary for their approach to allocating funding.
- 2.7 Before each funding scheme was launched, the Area Committees set work programmes where priorities were agreed on how funding should be allocated each year. The majority focussed on schemes that improved the appearance, environment and facilities of the areas along with contributing to Swale's strategic priorities. As local needs became apparent these priorities were refined to take into account the 'cost-of-living crisis' and how residents could be supported. Each Area Committee could support interventions that were most appropriate to the residents in their area. They were also able to bring forward planned projects within their areas by funding them so that residents could benefit from them sooner. Some examples are improvements to closed church yards, conservation area reviews and replacing street lighting.
- 2.8 A total of £534,000.00 was allocated by the four Area Committees over the period September 2020 to May 2023 to a wide variety of projects overseen by both external organisations and internally led projects managed by SBC. Appendix II lists all allocations made over the three years.

- 2.9 As part of the budget setting process for 2023/24, Members agreed at the Full Council Meeting in February 2023 measures to address the budget gap. This has resulted in funds no longer being available to allocate to the four Area Committees. Officers will work with Chairs and the new administration to develop a new approach to achieving Area Committee priorities without funding and where necessary amend the Terms of Reference in the SBC Constitution.

3 Achievements

- 3.1 The Area Committees quickly established themselves as a mechanism for residents, Parish/Town Councils and community groups to bring matters to the attention of their Borough Councillors. Regular updates have been given about ongoing projects and residents, Parish/Town Councils have been consulted on proposals within their area. Partner organisations such as Kent County Council (KCC), the Police and Southern Water, have attended meetings to discuss ongoing issues in the areas and also to consult on proposals they are considering.
- 3.2 Many of the Area Committee's achievements so far have been as a result of Members, Parish/Town Councils and members of the public identifying issues within the area which needed escalating, with a view to resolving, either with SBC or partner organisations. Some examples of these are listed below:

Eastern Area Committee

- 3.3 Highlighting the importance of defibrillators in public places being maintained and registered on relevant databases.
- 3.4 Specific anti-social behaviour problems were brought to the attention of the Police and the SBC Community Safety Unit to be monitored with a view to determining what wider action could be taken.
- 3.5 Tackling the increasing incidence of flooding in the Faversham area by involving the local MP Helen Whately who set up meetings with relevant agencies to identify an action plan. The Area Committee also liaised with KCC, Southern Water and officers at SBC to ensure that plans were put in place to resolve this issue.
- 3.6 The problems resulting from a change in the KCC travel provider for pupils with special educational needs were raised with the KCC Cabinet Member.
- 3.7 The lengthy waiting lists for families and children awaiting diagnosis for Attention Deficit Hyperactivity Disorder (ADHD) and Autism was raised with the KCC Cabinet Member.

Sheppey Area Committee

- 3.8 The issue of lack of coach parking on the Isle of Sheppey was raised and taken to the Community Committee where a three-year trial for chargeable coach parking in Minster was agreed.
- 3.9 The condition of the Queenborough Guildhall was brought to the attention of the Extraordinary Regeneration & Property Committee. A condition survey was recommended and carried out.
- 3.10 A group of horse owners requested the horse-riding ring at Scrapsgate Field, Minster be brought back into use. This matter was considered by the Environment Committee and it was agreed that regular grass cutting for an informal horse-riding area on Scrapsgate Field, along with reducing maintenance elsewhere on the site would take place. The success will be reviewed after a year.
- 3.11 Problems residents were having with parking in Trinity Road were resolved after they were raised at an Area Committee meeting.
- 3.12 The state of Blue Town was raised and the issues were addressed by the relevant SBC teams.
- 3.13 A site meeting with SBC, the Parish Council and the Environment Committee was arranged to look into flooding issues at Warden. Actions were agreed to clear the channel next to the village hall of overgrowth.

Sittingbourne Area Committee

- 3.14 Improvements to lighting in the Milton Regis town are being investigated.
- 3.15 Actions were put in place to brighten up the Roman Square and square opposite Swale House.
- 3.16 Safety concerns about ponds in Swale were raised with the Kent Fire and Rescue Service which have been escalated to their Education/Safety team to see what education programmes can be put in place in schools.
- 3.17 Residents raised an ongoing issue of vandalism taking place in the alleyway to the rear of their houses. SBC are continuing to work towards a Public Space protection Order to gate the alleyway.
- 3.18 Potential improvements to bus services in Sittingbourne are regularly discussed and local bus companies have been invited to a future meeting.
- 3.19 Difficulties connected to engagement with the Police were raised due to the Sittingbourne area being unparished. The Community Committee appointed two Members to sit on the Swale Community Safety Partnership, both are members of Sittingbourne Area Committee and can raise strategic issues through that mechanism.

3.20 Problems with e-scooters were highlighted and reported to the Police.

Western Area Committee

3.21 The increased incidence of flooding in rural areas due to changing weather patterns was raised and subsequently discussed by the Environment Committee. It was agreed that the Chair of the Environment Committee would write to the Government to ask that a funding package was needed to deal with the issue.

3.22 The impact on surrounding roads/villages due to the improvement works at the Stockbury roundabout (M2 Junction 5) was raised. The Chair is gathering details about the impact with a view to write to KCC, the Police and Highways England.

3.23 A resident raised an issue about reduced funding for bus services and how this impacted residents living in villages. The Chair of the Western Area Committee wrote to the KCC Cabinet member for Highways and Transport who replied to explain the financial situation following budget cuts and to advise that funding has been made available to support Parish Councils and other Community groups if they want to find local solutions to transport needs in their area.

3.24 Following a matter raised by a Member, the Chair of the Western Area Committee wrote letters to Medway Council and KCC highlighting the implications of implementing the proposal to prohibit HGV's on the A2. Medway Council responded to say they would take the Committee's comments into account and KCC responded clarifying their position.

3.25 A Member raised concerns about the run-down state of the Western Area, highlighting footpaths, litter in hedgerows and road signs as particular issues. The issues were escalated to the partner organisations and SBC teams responsible who took action to resolve the issues.

4 Alternative Options Considered and Rejected

4.1 As this report is for noting there are no alternative options to be considered.

5 Consultation Undertaken or Proposed

5.1 The four Area Committee Chairs were consulted when preparing this report.

6 Implications

Issue	Implications
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Corporate Plan	The achievements of the Area Committees support the Corporate Plan priority “ <i>Renewing local democracy and making the Council fit for the future</i> ”.
Financial, Resource and Property	This report is for noting but the funding awarded to the Area Committees since 2020 has been allocated and spent in line with the Terms of Reference as set out in paragraph 2.5.5 of the Constitution.
Legal, Statutory and Procurement	None identified at this stage.
Crime and Disorder	None identified at this stage.
Environment and Climate/Ecological Emergency	None identified at this stage.
Health and Wellbeing	None identified at this stage.
Safeguarding of Children, Young People and Vulnerable Adults	None identified at this stage.
Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	The implementation of hybrid meetings held in community venues ensures that people with varying needs are able to attend and participate in a way that is most suitable for them.
Privacy and Data Protection	None identified at this stage.

7 Appendices

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Area Committees funding process
- Appendix II: Area Committees funding allocations 2020-2023

8 Background Papers

There are no background papers.

Recommended processes for the operation of Area Committees

Introduction:

After the first year of the Area Committee meetings taking place, the Area Committee Review Working Group were tasked with considering how the meetings went, looking at what went well and what improvements were required. This paper sets out their recommendations on the operation of Area Committees funding.

Funding:

Area Committees are among the few committees in the Council which are quasi-executive which means they have the power to make decisions that could involve allocating funds. The decisions must be taken openly, impartially, with sound judgement and for justifiable reasons.

It is therefore very important that a robust process is established and adhered to ensure transparency, as well as to obviate issues of apparent bias which can arise when committee members are also involved in organisations bidding for funding.

To enable this there needs to be an element of impartial officer assessment. However, it is important to ensure that outcomes of decisions on what are and are not funded sit squarely with members.

This can be achieved using a three-stage process in which members decide on outcomes but not on individual applications. The table below sets out a proposed process:

Stage 1	<p>At the March meeting, members agree a short list of priorities they want to support in the forthcoming funding year, as a means of inviting bids.</p> <p>The Committee may decide to use the funding exclusively for a proactive theme/ambition or open the scheme up for external organisations to make bids or a combination of the two.</p> <p>Priorities need to be detailed enough to enable officers to evaluate bids against priorities without officers needing to exercise much or any decision-making authority beyond a technical assessment of the contribution each bid would</p>	<p>Actions:</p> <ul style="list-style-type: none"> • Application forms and guidance notes should make it clear what the required priorities are. • The full details of the funding priorities, to be publicised in the form of direct emails to organisations known by Swale Borough Council (SBC), press releases and internal member updates. • A deadline will be set for getting applications in for each round of meetings and this must be adhered to so that the checking process can take place. Bids presented on the night will not be accepted as they will not have gone through the three-stage process.
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	make to the priority relative to other bids.	
Stage 2	<p>Officers to carry out an assessment of bids against the criteria established by members and using a methodology previously agreed by members.</p> <p>Committee members will have the opportunity to challenge the scoring before the options report is finalised.</p>	<p>Actions:</p> <ul style="list-style-type: none"> • The Policy & Engagement Officer (PEO) to check that the form has been correctly completed and supporting quotes attached. • PEO to pass to the relevant officer/head of service to check that there is no cross over with other work being carried out by SBC or other organisations. Also, to check that there are no SBC financial/officer resource implications. Comments to be fed back to the PEO by an agreed deadline. • On the close of the application period, PEO to compile a report and pass to 3 impartial officers to carry out scoring process against the priorities. • The outcome of the scoring will be passed to Committee members to give them the opportunity to challenge the scores. Any challenges will go through a review process carried out by the PEO and one officer not involved in the scoring process.
Stage 3	<p>Once any review has been completed the final report will be presented to members at the December meeting and voted on en-bloc.</p>	<p>Actions:</p> <ul style="list-style-type: none"> • A report prepared by the PEO setting out the results of the assessment of the bids to be published with the agenda 5 clear working days before the meeting. • Officers will recommend options to vote on, these will depend on numbers of applications received but an example is set out below:

		<p><i>Option 1 – the four top scoring applications receiving 100% of their bid.</i></p> <p><i>Option 2 – the six top scoring applications receiving 80% of their bid.</i></p>
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In addition to a clearly articulated and transparent process for determining individual bids in any given year, there is also a need for a general set of pass/fail criteria to be applied to all bids in any year, in order to ensure that only bids which meet the general intentions of the funding go forward for assessment. These criteria need to be agreed by members but should include both general restrictions on the type of activities which can be funded and any more specific exclusions such as ensuring organisations or activities are not double funded from council budgets.

Ideally there should be one set of guidance notes and one application form which will cover the general criteria and also include separate sections for the individual Area Committees priorities.

The principle aim is to prioritise external agencies for funding that deliver something in the area boundary, however each Area Committee during stage 1 of the process will decide if it will accept internal bids from members for funding.

The only realistic alternative to a system such as this, should members want to be able to vote on individual bids, is that any member with an interest which could give them an apparent bias, will have to recuse themselves from all such votes. In addition to unnecessarily disenfranchising members, this also runs the risk that meetings becoming inquorate for these agenda items.

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Area Committee funding allocations summary report - September 2020 to May 2023

Below is a summary of the funding allocated by each Area Committee covering the period from their inaugural meeting in September 2020 up until the end of the electoral cycle in May 2023.

Western Area Committee – funding allocation over three years - £114,000.00

Applicant:	Project description:	Date approved by Area Committee:	Funding awarded:
Upchurch Parish Council	Replace fencing around Upchurch Recreation Ground	01/12/2020	£4,655.00
Newington Parish Council	Refurbish the car park and track at Newington Recreation Ground	01/12/2020	£4,000.00
Wyvern Heritage & Landscape	Conservation Area Reviews for Milstead, Rodmersham Green and Tunstall	01/12/2020	£6,270.00
Hartlip Parish Council	Installation of Kissing Gate on the Parkland, Lower Road, Hartlip to allow resident access	02/03/2021	£1,030.80
Sittingbourne in Bloom	Sensory garden refurb at King George V Playing Field	02/03/2021	£7,085.41
Member bid - Cllr Sarah Stephen	Walking & Cycling Routes project to commission a local cycling and walking infrastructure plan (LCWIP) for South-West Swale and its surrounding area	02/03/2021	£13,000.00
Member bid - Cllr James Hunt	Drafting of Woodland Management Plans and Work Plans for Rose Hill Woods and The Meads Community Woodland. To provide funding to Friends Groups set up to carry out some of the recommendations in the Work Plans for Rose Hill Woods and the Meads Community Woodland	02/03/2021	£2,758.79
Iwade at the Barn	Timber storage shed to be erected adjacent to Iwade Barn. This will allow the hire space to be clear of unused equipment and allow different types of equipment to be	01/03/2022	£5,000.00

	stored away from other items thus allowing for greater flexibility to types of hiring.		
Newington History Group	Design, print & install 3 lecturn frame interpretation boards on footpaths at key points south of the A2 to attract walkers and visitors to the unique historic remains of military defences built to protect London had the Axis powers invaded in World War I	01/03/2022	£4,041.00
Borden Parish Council	Install fencing to boundary of Nature Reserve	01/03/2022	£9,546.75
Newington Parish Council	To improve and add to the adult gym equipment at the recreation ground	01/03/2022	£9,546.75
Upchurch Parish Council	Installation of nature trail equipment in The Paddock at the Children's play area	01/03/2022	£2,349.50
Member bid – Cllr Mike Baldock	Bringing forward lower priority improvement works in closed churchyards sites within the Western Area Committee Area	01/03/2022	£9,516.00
Brogdale CIC	A youth provision activity carried out by VIBE project workers	01/09/2022	£6,930.00
Member bid – Cllr Mike Baldock	Hartlip and Bredgar Conservation Area Reviews	01/09/2022	£8,400.00
Member bid – Cllr Sarah Stephen	Refurbishment of the public toilet at the King George V Playing Field in Sittingbourne	01/09/2022	£5,054.00
Swale Foodbank	Donation to the foodbank to benefit the residents in the Western area	01/09/2022	£5,000.00
Swale Bus Shelter Foodbank	Donation to the foodbank to benefit the residents in the Western area	01/09/2022	£5,000.00
Kent Tree and Pond Wardens	Donation to provide equipment to assist the pond wardens with their work	01/12/2022	£292.87
Children & Families, Swale	Donation to the Fuel and Water Home Advisor Service to provide energy efficient packs to assist households in the Western area to reduce their use of energy and associated costs	01/12/2022	£4,523.13

Sittingbourne Area Committee – funding allocation over three years - £125,000.00

Applicant:	Project description:	Date approved by Area Committee:	Funding awarded:
Swale Media Arts Centre	Internal/External improvements to 34 High Street.	09/03/2021	£7,000.00
Brogdale CIC	Mill Skate park – purchase and installation of signage, benches and bins.	09/03/2021	£2,330.26
Milton Creek Country Park Trust	Purchase of additional park furniture at Milton Creek Country Park.	09/03/2021	£8,313.00
Sittingbourne & Kemsley Light Railway	Signage at entrance to assist visitors to the heritage steam railway to find their way from the carpark to the station.	09/03/2021	£870.74
Kemsley Community Centre Trust	Replacement entrance and fire exit doors at Kemsley Community Hall	09/03/2021	£10,555.56
Member bid - Cllr James Hall	Flowers in Bloom – to fit flower beds in Murston Ward.	09/03/2021	£4,000.00
Dolphin Sailing Barge Museum	To provide a proper installation of electrical power to the wharf and workshop area via underground cabling and secured metal boxes.	09/03/2021	£4,537.20
Sailing Barge Raybel	To replace the Raybel bitt heads and diesel pump.	09/03/2021	£4,000.00
Member bid – Cllrs Davey and Winckless	Milton Rec Tennis Courts - to resurrect the floodlighting, separating the electricity and installing external switching	09/03/2021	£2,393.24
New Leaf Support	Continue with Healing together programme	01/02/2022	£3,080.00
Sittingbourne in Bloom (work to be carried out by SBC)	Improvements to Milton Regis High Street	01/02/2022	£9,649.25
Raybel Charters	Milton Creek navigation feasibility study proposal	01/02/2022	£12,000.00

Sittingbourne & Kemsley Light Railway	Replacement firebox for the locomotive 'Superb' to comply with legal/safety requirements	01/02/2022	£8,170.00
Sittingbourne in Bloom	Installation of two signs on the wall in front of the library. Due to lack of funds to complete this project the Area Committee agreed to transfer the funding to the Milton Regis town sign project, which was underfunded.	01/02/2022	£568.80
Sittingbourne in Bloom (work to be carried out by SBC)	Replace damaged rail and bollard at Milton High Street	01/02/2022	£893.28
SATEDA	Provide a combined health and domestic response in Sittingbourne through the Iris initiative	08/03/2022	£2,994.55
Milton Creek Country Park Trust	Provide a community hub for Milton Creek Country Park	08/03/2022	£2,955.15
Diversity House	Three months pilot project aims to tackle Biodiversity and environmental topics	08/03/2022	£2,697.82
New Leaf Support	Support & Sing project with New Leaf	08/03/2022	£989.97
Youth Resilience UK CIC	Delivery of 1-1 support for young people in Swale schools	06/09/2022	£749.33
Diversity House	Happy to chat project – bench and ramp	06/09/2022	£4,111.71
Sittingbourne Community Radio	Continued delivery of radio service to the local community	06/09/2022	£3,386.39
Dolphin Sailing Barge Museum	Purchase of chairs and tables	06/09/2022	£943.58
Milton Creek Country Park Trust	Space in the Park – install trench for power and water supply	06/09/2022	£4,323.06
New Leaf Support	Activity days	06/09/2022	£3,158.24
Kemsley Community Centre Trust	Replace boilers	06/09/2022	£2,040.48
Ellie's Angels	Enhancements to Better-U app	06/09/2022	£1,921.36

Milton Regis Society	Improvements to Milton Regis town	06/09/2022	£3,841.71
Member bid – Cllr James Hall	Great Easthall shop feasibility work	06/09/2022	£1,921.36
Swale Media Arts Centre	Set up Visitor Information Centre at its premises at 34 High Street, Sittingbourne	06/09/2022	£4,338.43
Sittingbourne Christmas Lights & Sleigh Rounds	Purchase of new LED garland lights for Sittingbourne High Street.	06/09/2022	£1,556.30
Sittingbourne & Kemsley Light Railway Ltd	Disabled/wheelchair accessible platform at SKLR Sittingbourne Viaduct Station	06/09/2022	£2,785.97
Member bid – Cllr James Hall	Shrubbery and flowerbeds in Murston	06/09/2022	£1,921.36

Sheppey Area Committee – funding allocation over three years - £159,000.00

Applicant:	Project description:	Date approved by Area Committee:	Funding awarded:
Queenborough Town Council	Queenborough Castle Site - Pye Play Park Access Path - installation of access paths	16/03/2021	£1,876.24
Teddy Bear Day Care Sheppey Ltd	Provision of a neuro-linguistic programming practitioner and wellbeing garden at the centre	16/03/2021	£7,000.00
Leysdown Parish Council	Contribution towards three CCTV cameras in Leysdown for the benefit of local residents to tackle anti-social behaviour and crime in Leysdown	16/03/2021	£6,092.40
Member bid - Cllr Cameron Beart	Reinstatement and extension of width of public footpath PROWZB50 between Stanley Avenue, Queenborough and Neats Court Retail Park	16/03/2021	£29,690.72
Member bid - Cllr Elliott Jayes	The provision of solar panels for Thistle Hill Community Centre	16/03/2021	£5,000.00
Member bid - Cllr Elliott Jayes	The Glen, Minster-on-Sea's village green improvements - replacement of the current benches and picnic tables	16/03/2021	£4,496.04
Member bid - Cllr Elliott Jayes	Thistle Hill Improvements - additional bins and dog waste bag dispensers	16/03/2021	£1,844.60
Warden Bay Playgroup	Resurface playgroup play area as current surface was unsafe	30/11/2021	£3,010.56
Sheppey District Scouts	Contribution to complete repairs to the Sheppey District Scout Hut	30/11/2021	£1,550.00
Queenborough Town Community Centre Ltd	Repairs and replacement flooring at the Castle Connections community hub	30/11/2021	£9,000.00
Member bid - Cllr Harrison	Installation of benches in shelters overlooking the gardens by the Sheerness leisure centre.	30/11/2021	£1,400.00
The Sheppey War Memorial Trust	Extend the Sheppey War Memorial wall to accommodate the names of all those from Sheppey who lost their lives in the two World Wars	30/11/2021	£21,464.00

Member bid Cllr Jayes	Repaint the Whitehouse toilet building	30/11/2021	£2,500.00
Blue Town Remembered	To contribute to the installation of a lift to provide disabled access to all floors of the Blue Town Remembered centre	30/11/2021	£2,000.00
Teddy Bear Day care Sheppey	To contribute to the replacement of the ceiling at the Centre to reduce heat loss and make the building more environmentally friendly and carbon neutral	30/11/2021	£2,798.00
Sheppey Heritage Trust for Eastchurch Aviation Museum	To provide an extension to existing Eastchurch Aviation Museum to provide new facilities and additional exhibition space	30/11/2021	£4,228.70
Member bid - Cllrs Eakin and Harrison	To contribute to the Sheerness Promenade replacement lighting project	15/03/2022	£8,048.74
Youth Resilience UK CIC	Delivery of 1-1 support for young people in Swale schools	22/09/2022	£1,560.00
Sheppey Matters	Sheppey Tourist Information Centre support	22/09/2022	£6,585.42
Queenborough Town Community Centre Ltd	Bump, Baby and Beyond community project	22/09/2022	£5,045.00
Song Signing	Starting a new community group in Eastern Sheppey	22/09/2022	£3,936.00
Member bid – Cllr Elliott Jayes	New Road Play Park, Minster-on-Sea improvements	22/09/2022	£20,000.00
Queenborough Town Council	Queenborough Railway Station Building Mural	22/09/2022	£1,285.68
Warden Parish Council	Replacement flooring in village hall	06/12/2022	£4,322.70
Curly's Farm	Extra staff resource for 'outpost' learning base	06/12/2022	£2,075.00
Friendly Faces of Kent	Warm hub funding for Rushenden	06/12/2022	£2,190.20

Eastern Area Committee – funding allocation over three years - £136,000.00

Applicant:	Project description:	Date approved by Area Committee:	Funding awarded:
Doddington Allotment Association	Replacement noticeboard and gates at Doddington allotments	17/12/2020	£837.00
Boughton under Blean	Install an outdoor gym at Bull Lane for residents and visitors of all ages to use free of charge	18/03/2021	£14,663.00
Gem72 – Faversham & Surrounding Area (St Mary of Charity)	Mobile youth project to engage with young people in local neighbourhoods	18/03/2021	£10,000.00
Abbey Physic Community Garden	To repair and refurbish an area near the APCG entrance that wraps around the front of the cabin using composite decking	18/03/2021	£5,000.00
Faversham Town Council	Parishes to Town Project to benefit all local residents by identifying good walking and cycling routes linking Faversham and neighbouring communities and producing a report with recommendations for a series of interventions to make walking and cycling on those routes easier and safer	18/03/2021	£12,500.00
Oare Parish Council	To contribute towards the regeneration and rewilding of the village	18/03/2021	£5,000.00
Green Cube CIC	Flowering up Teynham village project – to create a brighter, cleaner and greener environment for all of the local community	03/02/2022	£2,870.00
Member bid - Cllrs Gould, Saunders & Whiting	To carry out a public consultation on local bus services, the results to be used to influence KCC and local bus companies in renewing and developing local bus services	03/02/2022	£10,000.00
Doddington Parish Council	To contribute towards Wicksteed Simba toddler multiplay at the playing field	03/02/2022	£5,000.00
Faversham Town Council	To contribute towards the Swale Eastern Area Park and Pedal Project – an e-bike hire scheme	03/02/2022	£7,796.00

Faversham Town Council	To contribute to bike hanger supply and installation to provide secure cycle storage for individuals who live or work in the town centre with no space to securely store a bike within their building	03/02/2022	£7,580.00
Faversham Swimming Pools Management Committee Ltd	To purchase and install a new, energy-saving pool pump at Faversham Pools	22/03/2022	£8,670.00
Friends of Oare Gunpowder Works	To engage a specialist contract to restore the Leat system	22/03/2022	£4,800.00
Painters Forstal Community Association	Painters Forstal - cycle destination project to install bicycle racks and information boards at the community hall	22/03/2022	£1,266.37
Youth Resilience UK CIC	Delivery of 1-1 support for young people in Swale schools	22/09/2022	£1,560.00
West Faversham Community Association	Youth project	22/09/2022	£4,000.00
Faversham Swimming Pools	Replace lockers	22/09/2022	£10,000.00
Swale Friends of the Earth	"Lovely World" exhibition	22/09/2022	£1,233.00
Teynham Parish Council	CCTV system, Teynham	22/09/2022	£5,444.00
Oare Village Hall	Repairs to Oare Village Hall	22/09/2022	£5,000.00
Friendly Faces of Kent	Warm hub funding for Teynham	15/12/2022	£1,051.66
Painters Forstal Community Association	Painters Forstal – community hunger heroes project	15/12/2022	£533.79
Faversham Umbrella	Joint bid offering support in the community as part of the response to the cost-of-living crisis	15/12/2022	£4,393.44
Teynham Parish Council	Heat, light & power for the Teynham Warm Bank	15/12/2022	£138.38

Abbey Physic Community Garden	Supporting food resilience in the community	15/12/2022	£1,937.27
Faversham Salvation Army	Community Wardrobe	15/12/2022	£397.83
Brogdale CIC	Project working with vulnerable families	15/12/2022	£4,310.41

Sittingbourne Area Committee Priorities

This discussion paper follows on from the previous item which reviewed the achievements of the Area Committees over the last three years.

As explained in that report, there is no longer funding available for Area Committees to allocate to support their priorities, however, Sittingbourne Area Committee can feed into and influence the corporate priorities and objectives that are relevant to their specific areas.

One of the first tasks for the new council will be create a corporate plan to set out what the council wants to achieve in the next four years. This will help make sure council resources are allocated in a coherent, accountable and effective way.

The current Corporate Plan priorities are:

- Building the right homes in the right places and supporting quality jobs for all;
- investing in our environment and responding positively to global challenges;
- tackling deprivation and creating equal opportunities for everyone; and
- renewing local democracy and making the council fit for the future.

Area Committees are being asked to have an input into the Corporate Plan at an early stage, by outlining their own aspirations for their individual areas, which will help inform the new Corporate Plan.

When considering what these aspirations should be, it is important to bear in mind the challenging budget position which is likely to continue over the next few years and the capacity of the organisation to deliver on them on top of previously agreed workloads.

The aspirations of the Area Committee could be issues that are the responsibility of Swale Borough Council to achieve, or things that are the responsibility of external organisations which we could try to influence. They could also be ambitions to work towards for the future.

Council Services:

Examples of things that fall within the area of responsibility of Council services are:

- Identifying areas that would benefit from being prioritised for deep cleans; and
- addressing problems that affect our open spaces.

External Services:

Examples of things that fall within the area of responsibility of external partners are:

- Lobbying Kent County Council on matters such as education, youth provision and transport issues;
- lobbying the Government on the need for policy change specific to the needs of the borough;

- lobbying water companies and or/the Environment Agency on matters such as fresh water supply, waste water and flooding;
- lobbying the Police on matters such as traffic management enforcement, rural crime or drug related crime; and
- lobbying the Swale Community Safety Partnership (CSP) to tackle crime and anti-social behaviour.

Activity:

The Chair will invite those in attendance – including members of the public - to split into groups of 4 or 5 to talk about what is important for the Sittingbourne area and put a list of suggested priorities together. Ten minutes have been set aside for this task.

Please focus on answering the following questions:

1. What issues affect residents in your Ward that fall within the responsibility of Swale Borough Council;
2. What issues affect residents in your Ward that fall within the responsibility of an external partner; and
3. What changes would you like to see that could improve the life of residents in the future.
4. What are the top three issues you would like to Area Committee to take forward in the coming year.

You will be provided with paper and pens to make a note of your suggestions, one person from your group will be asked to feed back at the end of this session.

Those attending remotely are invited to type their suggestions in the meeting 'chat'.

All suggestions will be collated and fed into the preparation of the Corporate Plan.

If anyone has further ideas after the meeting, please email them to areacommittees@swale.gov.uk

Sittingbourne Area Committee: Progress on matters arising - June 2023

No.	Item	Background	Update on actions
1.	Sittingbourne Tennis Club	<p>It was reported at the September 2021 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.</p> <p>The Leisure & Technical Services Manager advised that a recent meeting with Tennis club has taken place. LTA meetings have resulted in confirmation of financial requirements from SBC, this has been escalated top senior officers for consideration and will then go to the Community Committee for discussion. Milton Recreation Ground is currently deemed as 'multi usage' this would need to be changed for LTA funding to proceed.</p>	<p>A report on the Tennis Court Improvement Project was taken to the Community Committee on 1 March 2023. The designated usage of courts from multi-use to tennis only at Milton Recreation Ground was agreed. It was also agreed that there would be a sinking fund commitment and ongoing maintenance responsibility as part of the bid for funding from the LTA and that the Council applied for improvement funding from the LTA. We are awaiting timescales for delivery of the projects.</p>
2.	Sports facilities in the area	<p>At the June 2021 meeting the Chair suggested reviewing sports facilities in the Sittingbourne area to see if any required work.</p> <p>The Head of Environment & Leisure advised that the Built Facilities strategy (BFS) work is well underway. Consultants are finalising a draft report which is targeted to be with Swale Borough Council by the end of January 2023.</p>	<p>The Built Facilities strategy will go to the September 2023 Community Committee for adoption. Following that any Sittingbourne specific actions can be reported to the Area Committee.</p>
3.	Great Easthall Pond	<p>Councillor Ann Hampshire spoke about the sad news of children losing their lives after playing on ice on a lake in Solihull and asked about the depth of the water in Great Easthall Pond. The Green Spaces Manager said he would</p>	<p>The Policy & Engagement Officer has contacted the KFRS Education/Safety Team to see what education programmes</p>

		<p>need to find out but it was deep enough to be dangerous. A discussion took place on what could be done about the safety of ponds in Swale. A letter was sent by the Chair to the Swale Kent Fire and Rescue Service (KFRS) to see what sessions they could hold to educate children and parents about safety around ponds.</p> <p>This has been acknowledged and the request passed to the KFRS Education/Safety Team to see what they can do.</p>	<p>they have planned for schools in Swale. No response has been received to date.</p>
4.	Coombe Drive	<p>A resident raised the issue of vandalism taking place in the alleyway at the back of houses on Coombe Drive, Sittingbourne. Residents had requested that the alleyway be shut and had raised this with SBC.</p> <p>The Community Safety Manager reported that Swale Borough Council are continuing to work towards a Public Space Protection Order (PSPO) to seek to gate this alleyway. Having consulted with the Police on this proposal, a formal consultation with the public will shortly commence. Once this is completed, the Council will be able to make a decision on whether to implement this PSPO.</p>	<p>It has been agreed to progress with a Public Space Protection Order (PSPO) to gate this alleyway, following the completion of the public consultation. An order has been placed for the fabrication of the gates and it is hoped they will be installed by the end of June 2023.</p>
5.	Heritage issues	<p>The Conservation & Design Team have been providing regular updates on the following: Sittingbourne High Street Conservation Area Review; and Milton Regis Conservation Area Review.</p>	<p>The Sittingbourne Conservation Area Review - the adopted version of the Conservation Area appraisal document is now published on the Swale Borough Council website, along with a link to the latest map of the Conservation Area. All formal legislative requirements regarding notifications to local residents, the parish council,</p>

			<p>local newspaper, and the London Gazette are complete.</p> <p>Milton Regis Conservation Area Review - some base mapping for survey work produced and an initial walkover carried out to consider possible boundary revisions. It is clear that existing KCC document, although dated, can be used as basis for the provision of the required up-to-date appraisal and management plan document. Due to the limited capacity on the in-house Conservation & Design Team, it is anticipated that this work will need to be undertaken by an external heritage consultant. A consultant's brief has as such been prepared, and a ballpark estimate has already been received from one consultant.</p>
6.	Periwinkle Water Mill Site	At the February 2023 meeting an update was given on the current situation.	The Conservation & Design Team is in the process of exploring an alternative procurement option given the volatility of tendering market and the need to keep the project within budget. In liaison with project advisors East Kent Engineering Partnership and the

			Council's Health, Safety & Risk Officer, the team is looking to eliminate structural interventions to limit project costs by combination of site management and warning signage/info, in order to help ensure that the project can be delivered within budget. Officers are currently waiting for an estimate for the landscaping works from the Council's term landscape contractors for green spaces, having already received a favourable estimate from a separate contractor for the general building and metalwork fabrication/installation needed.
7.	Active Travel Fund update	At the February 2023 meeting, the Active Travel Co-ordinator gave an update on the Sittingbourne Active Travel Fund Tranche 4 proposals.	The Sittingbourne proposals did not make the Kent County Council submission to Active Travel England/DfT. Due to a last-minute change in the funding dynamics, only "shovel ready" schemes went forward.
8.	Swale Local Heritage List	Updates have been given at previous meetings on the Swale Local Heritage List.	The listing criteria has been adopted; Procedure document and listing criteria published on SBC website; Invitation for nominations were sent out to all the local parishes and local and national amenity societies on

			<p>15th May 2023. The invitation for nominations is live for 6 weeks until 26th June 2023. The submission form can be completed electronically via the Portal: https://swale-consult.objective.co.uk/kse/. There will be a Selection Panel set up in Autumn 2023 to assess those considered worthy of including on the Local Heritage List.</p>
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