

# Agenda

## Western Area Committee Meeting

Date: Thursday, 13 February 2025  
Time 7.00 pm  
Venue: Rodmersham Village Hall, Green Lane, Sittingbourne ME9 0PS\*

Membership:

Councillors Mike Baldock, Monique Bonney, Ann Cavanagh, Lloyd Chapman, Roger Clark, James Hunt, Chris Palmer (Vice-Chair), Richard Palmer, Paul Stephen (Chair) and Sarah Stephen.

Quorum = 3

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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 12 February 2025.

### Recording and Privacy Notice

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- a) 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.

- 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 28 November 2024 (Minute Nos. 419 – 427) as correct records.

5. Devolution update

6. Waste & Street Cleansing Scrutiny Review update

7. Public Forum

8. Matters arising from previous meetings

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9. Local issues to be raised

10. Matters referred to Service Committee Chairs for consideration

**Issued on Tuesday, 4 February 2025**

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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 – February 2025**

No.	Item	Background	Actions/updates
1.	<b>Bexon (Bredgar) Conservation Area Review.</b>	Any update to be reported to the Area Committee.	<p>A new Conservation Area for Bexon (Bredgar) is proposed to be designated. Received tenders are being reviewed and will be awarded shortly for undertaking the work.</p> <p>The review work is programmed to be completed by mid-May 2025, to be followed by public consultation soon after.</p>
2.	<b>Local Heritage List</b>	Any updates to be reported to the Area Committee.	<p>The Selection Panel met on 17 October 2024; 278 nominations were presented out of which 150 were shortlisted to be designated as Swale's Local Heritage.</p> <p>The proposed designation list was presented to the Policy &amp; Resources Committee on 27 November 2024, wherein it was unanimously agreed to designate the shortlisted assets with addition of one more asset- taking the total to 151 designated assets on Local Heritage List. The mapping work on SBC GIS system and associated data organisation that will include photo and brief description of each asset is ongoing.</p> <p>At the Selection Panel meeting there were several deferrals. Also, the team have identified a few geographical gaps in terms of current nominations and wish to include some recommendations emerging from</p>

			Conservation Area appraisal work. As such, we are proposing an additional call for Local Heritage assets to be run early summer 2025, with the Selection Panel meeting again in the Autumn of 2025. Following that, it is anticipated the list would be updated every three years following a call for nominations and Selection Panel. The next one being scheduled for 2028.
3.	<b>Area of Special Control of Advertisements (ASCA)</b>	<p>Swale Borough Council currently does not have an ASCA. Since the adoption of the Heritage Strategy in 2020 and subsequent Action Plans wherein a number of Conservation Areas have been reviewed, it has been proposed that in order to better manage and maintain Swale's historic environment and heritage, a borough wide ASCA can prove beneficial.</p> <p>Any designation needs to be based on public consultation and must follow specific legal steps, including consideration of the order by the Secretary of State.</p> <p>Following an all members briefing in May 2024, it was agreed that a draft consultation document be prepared for approval by the Planning Committee, before undertaking public consultation.</p>	The draft consultation document is estimated to be ready by spring of 2025.
4.	<b>Inside Swale</b>	A discussion took place about returning to 4 Inside Swale editions a year. The Committee felt	This matter is being considered as part of the 2025/26 budget setting process.

		that if things like Area Committees were advertised in Inside Swale, there would be better attendance/engagement with people who did not have access to the website or social media. Also, they believed it would ensure more people received information on a range of issues.	
5.	<b>Archiving of information on the SBC website</b>	It was agreed at the September 2024 meeting to see if more funding could be allocated for the checking and removal of archived information on the website so that when searches took place, out of date information did not appear, i.e. the promotion of events from previous years. This would make the website more user-friendly and people could find current information more easily.	This matter is being considered as part of the 2025/26 budget setting process.
6.	<b>Buses parking outside schools</b>	The issue of buses parking on double yellow lines outside schools, parking around junctions and obstructing the road was discussed.  The Chair of the Swale Joint Transportation Board (JTB) agreed to add this item to the agenda for consideration at a future meeting.	The Chair of the Swale JTB has written to SBC Parking Enforcement and Kent Police asked them to improve enforcement of the double yellow lines in Bell Road, Sittingbourne to ensure that school buses are not illegally parked. A copy of the letter was sent to the bus operators.
7.	<b>Signage for road closures</b>	The issue of signage for road closures being placed far from the actual road closure and incorrect diversions was discussed.	The Highway Manager (Swale – KCC) has agreed to provide a responses to this issue which will be shared with Western Area Committee Members as soon as they are available.

		The Chair of the Swale Joint Transportation Board agreed to put this matter forward for consideration. Prior to the agenda setting meeting on 12 November 2024, the matter was referred to KCC.	
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