

# Agenda

## Eastern Area Committee Meeting

Date: Tuesday, 9 December 2025

Time 7.00 pm

Venue: The Alexander Centre, 15-17 Preston Street, Faversham ME13 8NZ

Membership:

Councillors Lloyd Bowen, Alex Eyre, Charles Gibson (Vice-Chair), Kieran Golding, Alastair Gould, Carole Jackson, Rich Lehmann, Claire Martin, Ben J Martin (Chair), Hannah Perkin, Julien Speed and Terry Thompson.

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 8 December 2025.

### Recording and Privacy Notice

Swale Borough Council is committed to protecting the security of your personal information. As data controller we process data in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulation.

This meeting may be recorded. The recording will be retained in accordance with the Council's data retention policy and may be published on the Council's website. By entering the chamber and by speaking at a meeting, whether in person or online, you are consenting to being recorded and to the recording being published.

When joining a meeting online, your username will be visible to others in attendance. In joining the meeting you are consenting to us processing your username. You may use a pseudonym as your username but the use of an inappropriate name may lead to removal from the meeting.

If you have any questions about how we look after your personal information or your rights under the legislation, please email [dataprotectionofficer@swale.gov.uk](mailto:dataprotectionofficer@swale.gov.uk).

#### 1. Emergency Evacuation Procedure

Visitors and members of the public who are unfamiliar with the building and procedures are advised that:

- (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. Minutes

To approve the [Minutes](#) of the meeting held on 4 September 2025 (Minute Nos. 260 – 273) as correct records.

4. 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.

5. Budget 2026/27

6. Public Forum

7. Matters arising from previous meetings 5 - 14

8. Community Governance Review (potential changes to arrangements for town and parish councils)

9. Local Government Reorganisation (Government wants us to deliver your services differently)

10. Flooding in the Eastern Area

11. Swale Bus Partnership Forum update 15 - 18

12. Reports/updates from Parish/Town Councils

13. Local issues to be raised
14. Matters referred to Service Committee Chairs for consideration

**Issued on Monday, 1 December 2025**

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

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

This page is intentionally left blank

## Matters Arising Report to Eastern Area Committee

### New actions/issues and progress with ongoing actions

No.	Item	Background	Actions/updates
1.	Community tensions	<p>Concerns were raised about a significant increase in community tensions within the Faversham area. This escalation was directly linked to the “Raise the Colours” campaign and the placement of various flags on local lampposts and buildings. There had been reports of increased levels of intimidation and racism which was causing distress to some members of the community, particularly those from ethnic minority backgrounds. The hostile atmosphere was also affecting the community's reputation. There were concerns about the anti-immigration march planned for Saturday 6 September 2025.</p> <p>The following actions were agreed and completed shortly after the meeting:</p> <ul style="list-style-type: none"> <li>• The Head of Housing &amp; Community Services would check with Planning Enforcement to see if breach of Planning action could be taken where flags were placed in conservation areas and if Section 215 notices could be issued to deal with the matter via littering legislation.</li> </ul>	<p>Letters were sent as agreed to the Police and Crime Commissioner and to the Community Safety Partnership. The Community Safety Partnership discussed the tension issues at great length at their meeting in October. Initial actions included reviewing advice, support and training available to officers and Members in relation to managing community tensions. Research is also being undertaken with other locations deemed good practice, along with contacting MHCLG as the lead Government department for this issue. Possible project proposals will be considered at the CSPs next meeting, along with wider action to be considered as part of the refresh of the community safety plan. Individual agencies, including Swale BC have also developed their own action plan and are continuing to coordinate appropriate actions.</p>

		<ul style="list-style-type: none"> <li>• The Chair would ask the SBC Leader to write to the KCC Leader, the Kent Police and Crime Commissioner and local Member of Parliament requesting a coordinated and robust response to the community tensions.</li> <li>• The Chair refer the matter of community tensions to the CSP and request that they in turn report to the Chair of the Housing, Health &amp; Communities Committee Chair.</li> <li>• The Chair write to Kent Police and Crime Commissioner and local Member of Parliament requesting a coordinated and robust response to the community tensions.</li> </ul>	
2.	Reconnecting our Ancient Woodlands proposal.	At the September 2025 meeting Cllr Terry Thompson gave a presentation on the Reconnecting our Ancient Woodlands proposal. He said that he had been working with local MPs, councillors, wildlife groups and landowners, to develop a proposal to reconnect the ancient woodland from Kings Wood and Perry Wood, north-eastward to the Blean Woodland Nature Reserve and east Blean at Hoath, to connect essential wildlife habitats and re-create a landscape-scale forest in east Kent.	Initial discussions with Greenspaces and Planning officers have taken place and a meeting is being scheduled with Cllr Thompson to better understand the implications of this proposal, ahead of then taking something to Committee.

		<p>Councillor Thompson said he was seeking written support for this project from Eastern Area Committee, the Environmental Services and Climate Change Committee and SBC.</p> <p>It was agreed that Eastern Area Committee refer this matter to the Chair of the Environmental Services and Climate Change Committee to consider providing written support for the Reconnecting our Ancient Woodlands proposal.</p>	
3.	Litterlotto App	An SBC councillor asked if it was possible to have the Litterlotto App in Faversham. The way it worked was if anyone took a picture of litter as they placed it in a bin and submitted it on the app, they had a chance to win a prize.	This has been considered by officers and councillors previously. It requires a cost to the Council to sign up, somewhere in the region of £6,000 per year and was deemed not to be good value for money with our limited resources.
4.	Whiting Crescent	The Councillor for St Anne's Ward asked if it would be possible to install goal posts on the green at Whiting Crescent, Faversham instead of play equipment as they would not require much maintenance and it would provide a facility for older children.	The Green Spaces Officer meet with the Councillor for St Anne's Ward on site and agreed the position for the equipment to the rear of the open space away from housing. They agreed that standard posts would not be suitable but the team have a used MUGA frame which could be fitted when renovated. Faversham Town Council and an SBC Member have agreed to fund the installation costs.
5.	Taxi-rank, Faversham Railway Station	A Faversham Town Councillor said that enforcement of the taxi-rank at Faversham Railway Station was not taking place. It was	The Engineering Manager reports that this location has had a history schemes discussed/trialled at Joint Transportation Board, but the ongoing resident parking issues in the

		<p>suggested that the public should have a drop-off area.</p> <p>It was agreed to refer the matter to the Chair of the Swale Joint Transportation Board to request that the whole area was reviewed.</p> <p>The request to review the area around Faversham Railway Station was discussed at the Swale Joint Transportation Board Chair's briefing. It was agreed that this was an enforcement issue and should be referred directly to the Head of Environment &amp; Leisure for action not an agenda item for the JTB</p>	<p>vicinity have generally meant that new proposals have not been taken forward.</p> <p>Option 1 is what we currently do. Number 2 may still not be feasible:</p> <p>Option 1– Enforcement – Issue of Penalty Charge Notice (PCN) would be a first step. The use of the PCN might stop the use of the rank by other members of the public. However, outside the hours of enforcement, no action can be taken against the transgressors. We currently use our 15,000 patrol hours with the contractor to cover all restrictions across the Borough and our car parks, so cannot have a constant presence in any one location.</p> <p>Option 2 – use of CCTV cameras and imposition of fine for those who park on the Taxi rank. The use of CCTV cameras for moving traffic offences is governed by KCC and not well tested across the county yet. This may be something that new unitary authorities look at in future.</p>
6.	Conservation Area Reviews	<p>The Conservation &amp; Design Team report progress on the following Conservation Area Reviews to the Area Committees:</p> <ul style="list-style-type: none"> <li>• Faversham - Preston Next Conservation Area</li> <li>• Faversham- Town Conservation Area</li> </ul>	<p><b>Faversham - Preston Next Conservation Area</b></p> <p>The Conservation Area appraisal was presented to the Policy &amp; Resources Committee on the 7 of February 2024, where in it was unanimously agreed to adopt the proposed document along with the proposed Boundary changes. The adopted document is now published on the</p>



		<ul style="list-style-type: none"> <li>• Cellar Hill &amp; Greenstreet Conservation Area</li> <li>• Graveney Bridge, Graveney Church and Graveney Goodnestone Conservation Area</li> </ul>	<p>Swale Borough website and notifications to the properties within the conservation area have been sent, and press notification to London Gazette and Kentish gazette were published on 14 August 2025.</p> <p><b>Faversham- Town Conservation Area</b> - The Conservation Area appraisal was presented to the Policy &amp; Resources Committee on the 20 of March 2024, where in it was unanimously agreed to adopt the proposed document along with the proposed Boundary changes. Next step is to finalise the document with the proposed changes and send notifications to the properties within the conservation area and to London Gazette. It is envisaged that the final adopted document will be updated on the SBC website by Spring 2026.</p> <p><b>Cellar Hill &amp; Greenstreet Conservation Area</b> At the November 2024 P&amp;R Committee, it was agreed that another round of public consultation is undertaken to review additional boundary changes and the document be adopted under delegated powers. The public consultation on Conservation Area Appraisal and Management Plan document concluded on 19 September 2025. Press notifications to London Gazette and a local newspaper are being published on 5th December 2025. Final adopted document is envisaged to be published on the SBC website by mid- December 2025.</p>
--	--	--	---

			<b>Graveney Bridge, Graveney Church and Graveney Goodnestone Conservation Area Review</b> - The public consultation on Conservation Area Appraisal and Management Plan document concluded on 10 October 2025. The findings of the public consultation are expected to be presented to the February/March 2026 Policy & Resources Committee.
7.	Heritage issues	<p><b>Area of Special Control of Advertisements (ASCA)</b></p> <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, targeted ASCA can prove beneficial for Conservation Areas with a commercial centre.</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 PTPWG and Policy &amp; Resources</p>	<p>The draft consultation document is now ready and scheduled to be presented to PTPWG on 18 December 2025 followed by Policy &amp; Resources Committee in February 2026.</p>

		Committee, before undertaking public consultation.	
8.	Heritage issues	<p><b>Swale Local Heritage List</b></p> <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 Conservation Area appraisal work. As such, an additional call for 'invitation to nominate' Local Heritage assets concluded on 31 October 2025. The Selection Panel is scheduled to meet on Tuesday 13 January 2026. 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.</p> <p>In addition to the above, a protocol for urgent designation of assets on Local Heritage was adopted at the June 2025 Policy &amp; Resources committee.</p>
9.	Area Committees Review	A review of Area Committees is currently underway and Area Committees were consulted during the summer round of meetings. The public, councillors and officers were consulted for their views.	The Member Working Group have reviewed the consultation responses, along with feedback from the sessions at Area Committee meetings. They have developed 14 recommendations which were agreed at the Policy & Resources Committee on 26 November 2025. They will now go to Full Council for final approval and if agreed will come into effect from May 2026.
10.	Public Toilet Facilities Public Consultation	The public toilet consultation was carried out based the recommendations in the July Environmental Services and Climate Change	There were over 800 consultation responses; 60 of which were paper submissions and 752 online. All the feedback from residents, visitors, Area

		<p>Committee report. The public consultation lasted 12 weeks was opened to Swale residents, visitors, community groups and businesses to ensure as many people could take part. Everyone was encouraged to share their honest opinions, particularly from representative groups such as those with a disability, older people, families with young children or those who are pregnant. There were also posters in all the public toilet facilities, posters in all Council offices along with paper forms, advertised on the Swale website and social media, shared with the local press, Area Committee presentations and directly contacting representative organisations (such as, Swale CVS, Age UK, Swale Seniors Forum, Freedom Centre and others).</p>	<p>Committees, Community groups, Town/Parish Councils, letters and petitions have been collated and were presented at the Environmental Services and Climate Change Committee on 12 November 2025 along with recommendations.</p> <p>Swale Borough Council Councillors agreed to new proposals to transform public conveniences. These new proposals expect to generate saving that can be used to ensure that the Council maintains financial stability and continue to deliver statutory services for our residents.</p> <p>Residents can now expect several public conveniences to be managed by Town and Parish Councils who are able to effectively keep public conveniences open and respond to local demand.</p> <p>We will also be working with local businesses to allow residents and visitors to use their toilet facilities free of charge. To participate businesses must be inclusive well-placed businesses with convenient operating hours, who will in turn receive contributions towards upkeep.</p> <p>To help residents and visitors be better informed about the locations of publicly accessible toilets, there will be information added to the Swale website and updated regularly. This will enable residents and visitors to plan their journeys more</p>
--	--	---	---

			<p>effectively, whether shopping, socialising, or visiting local attractions.</p> <p>Unfortunately, to achieve the expected savings, the toilets in poorest condition, most costly to operate and based on public options have to be closed. These are the Forum, Milton Regis and Whitehouse.</p> <p>In turn, in order to improve the condition of remaining toilets, while improving energy and water efficiency where applicable will be funded through the use of existing external grant funding like the UK Shared Prosperity Fund or the Council's reserves/capital funding</p>
11.	Swale Local Walking and Cycling Infrastructure Plan (LCWIP)	A public consultation was carried out to assist with the development of a Swale-wide Local Walking and Cycling Infrastructure Plan. Area Committees gave their feedback at the September 2025 round of Area Committee Meetings.	<p>The LCWIP consultation closed on the 26th October 2025 with a total of 82 engagements ranging from paper responses, comments on map pins and on-line completions of the questionnaire. Currently, the feedback is being collated and analysed by consultants. Once this is done, necessary amendments will be completed and the report will go back to Committee for feedback. When the Committee is happy with the final report, this will then form part of the Council plan and can be cited for funding bids to start to design the routes in the LCWIP.</p> <p>A thank you to all that took the time to complete this complicated consultation.</p>



# MINUTES

## SWALE LOCAL BUS FORUM

Meeting held on Wednesday 15 October 2025 from 2.00pm, via Teams

**Present:**

- Chris Webber (CW) - Stagecoach
- Dan Bruce (DB) – KCC
- David Morton (DM) - Stagecoach
- Cllr Dolley Wooster (DW)
- Emma Wiggins (EW)
- Cllr Karen Watson (KW)
- Luke Naylor (LN) – KCC
- Roland Eglinton (RE) - Chalkwell
- Stephne Pay (SP) – KCC
- Tony Winckless (TW)
- Emma Casambros (Stagecoach)
- Ian Harrison – SBC
- Katherine Jones (Stagecoach)

**In Attendance:** Sharon Dormedy (SD) Minutes

**Apologies:**

- Cllr Alastair Gould (AG)
- Tim Lambkin (TL)
- Cllr Mike Baldock (MB)

NO	ITEM	ACTION
<b>1.</b>	<b>Welcome, Introduction and Apologies</b>	
1.1	Apologies received from Alastair Gould.	
<b>2.</b>	<b>Minutes of Local Bus Forum – 29 July 2025</b>	
2.1	The minutes from the meeting on 29 July 2025 were agreed and the following updates given on outstanding actions.	
2.2	3.6 KCC colleagues had been passed concerns regarding home school appeals and budget. SP and DW to liaise after meeting regarding home to school transport for pupils from the Island to Faversham.	
2.3	6.2 KW advised feedback from Sittingbourne Area Committee related more to access on trains, rather than buses and ensuring dementia friendly timetables available. KW will consult with KCC following meeting.	
2.4	6.3 Ian Harrison in attendance and will update on S106 funds for bus services during the meeting.	
<b>3.</b>	<b>KCC General Updates</b>	
3.1	<p>Dan Bruce presented the general update for KCC:</p> <ul style="list-style-type: none"> <li>New Chair to Enhanced Partnership Board – Spencer Dixon and introductory meeting held in August 2025 with future meeting being scheduled. Further round of full meetings of scheme boards expected for December linked to expected funding.</li> </ul>	

# MINUTES

	<ul style="list-style-type: none"> <li>• Visual breakdown of Capital/Revenue and BSIP Funding Position</li> <li>• Kent BSIP Delivery Headlines including: <ul style="list-style-type: none"> <li>○ Real time information – Phase 1 roll out being progressed</li> <li>○ QR Codes installation programme commenced in September</li> <li>○ Testing on Information Portal - finalising work to improve information and link into live information</li> </ul> </li> <li>• Grants <ul style="list-style-type: none"> <li>○ District Shelter Grant – submissions being accessed</li> <li>○ Community Transport Grant – closing end of September</li> <li>○ Urban Bus Grant – Closing end October</li> </ul> </li> <li>• Swale Initiatives including : <ul style="list-style-type: none"> <li>○ Bus Priority – Feasibility</li> <li>○ Fares and Ticketing – Multi-Operator Ticketing Trial</li> <li>○ Fares – KTS &amp; Other promotions</li> <li>○ Fares – SME Grants</li> <li>○ Fares – Swale PlusBus scheme</li> <li>○ Infrastructure – RTI 23/24</li> <li>○ Information – QR Codes</li> <li>○ Information – Passenger Information Portal</li> <li>○ ANPR Cameras – Great Easthall</li> <li>○ Network – Service Support – 334</li> <li>○ Network – Service Support – 360 (Summer 2025)</li> <li>○ Infrastructure – RTI 24/25</li> <li>○ Highways – Bell Rd / Sittingbourne Bus Hub</li> <li>○ District Bus Shelter Grant</li> <li>○ District Urban Bus Improvements Grant</li> <li>○ Sheppey : Summer Sunday Service Pilot</li> </ul> </li> </ul>	
3.2	<p>SP updated on the bus subsidy and services supported by:</p> <ul style="list-style-type: none"> <li>• KCC Travel Saver Capacity</li> <li>• KCC Bus Subsidy</li> <li>• BSIP Revenue Support – support 62 contracts.</li> </ul> <p>SP summaries the 7 services in the Swale area which would not operate without BSIP funding.</p> <p>SP confirmed if spare grant monies became available a criterion to priorities bus funding is applied.</p>	
3.3	SP summarised the future ambitions for the network and the 2025-29 Delivery Plan	
3.4	RE advised the Summer Sunday 360 initiative had been successful and well used with approximately 700 journeys through the summer. RE confirmed the	



# MINUTES

	service of one bus a day operating every two hours on a Sunday, would not have been possible without funding.	
3.5	SP advised as at the start of the new September term, Travelmaster are the main network operator for school transport and timetables remain unchanged.	
3.6	TW highlighted the need for a 347 Sunday service from Kemsley to Sittingbourne town centre. SP this was an aspiration we all shared but not possible due to needing subsidy and unfortunately not available. EW suggested considering for future trial if funding or external funding became available.	
<b>4.</b>	<b>Bus Companies Update</b>	
4.1	RE highlighted roadworks as the biggest single issue facing local bus companies especially Grovehurst/Key Street. The closure of Blue Bell Hill also had a big impact and incredibly difficult to manage.	
4.2	RE had attended two Area Forums where good engagement had taken place and well received. Network Rail were also present at the meetings.	
4.3	CW had not been able to attend the last Sittingbourne Area Committee but happy to attend in future if needed.	
4.4	As RE from Chalkwell, highway works remain the biggest issue.	
<b>5.</b>	<b>SBC Updates</b>	
5.1	IH updated on latest S106 Agreements being drafted in the Borough including Highted, Winterborne and Bobbing and advised RE had been included in discussion along with KCC leading to assist in securing funding for bus route development. Any questions relating to specific sites should be referred to IH.	
5.2	Not relevant to any specific S106, DB feedback the importance of advising of costs, aspirations and challenges to support cases for future funding.	
5.3	RE had inputted into all major schemes with the developer. which had been an incredibly lengthy process and RE hoped would help shape and improve future bus services provision.	
5.4	IH – weekly lists are provided to Members and Members can approach Officers at early stage to discuss application and S106 questions relating to future bus provisions etc.	
5.5	EW updated the meeting on the recent announcement of the successful Pride in Place funding for Sheerness East and the future creation of a Community Board to develop the project plan. EW would welcome engagement from stakeholder if bus infrastructure included. If any further information is needed on the Pride of Place funding please contact EW.	
<b>6.</b>	<b>Area Committee Feedback</b>	
6.1	DW – Feedback on comments received from the Sheppey Area Committee including:	

# MINUTES

	<ul style="list-style-type: none"> <li>School transfer issue, already discussed</li> <li>Wheel chair users, access to bus stops needs improving.</li> <li>Wrap around services, to hospitals, Maidstone could be improved.</li> </ul>	
6.2	TW – Feedback from Sittingbourne Area Committee: <ul style="list-style-type: none"> <li>Evening Bus services needed</li> <li>Additional Sunday Service needed – already discussed during meeting.</li> </ul>	
6.2	AG submitted a question on behalf of Boughton Parish Council regarding the bus service towards Canterbury with students and pensioners not being able to get on busses due to congestion. CW will investigate and update AG	<b>CW/SD</b>
<b>7.</b>	<b>AOB</b>	
7.1	EW – To enable Stagecoach to monitor and fully investigate, complaints or issues should be logged by contacting <a href="https://www.stagecoachbus.com/help-and-contact/forms/complaint-form">https://www.stagecoachbus.com/help-and-contact/forms/complaint-form</a> or calling : <a href="tel:03452418000">0345 241 8000</a>	
<b>Next meeting: - Schedule for January 2026</b>		