



AGENDA

SHEPPEY AREA COMMITTEE MEETING

Date: Tuesday, 16 March 2021
Time: 7.00 pm
Venue: Virtual Meeting Via Skype *

Membership:

Councillors Cameron Beart (Vice-Chairman), Richard Darby, Simon Fowle, Angela Harrison, Ken Ingleton (Chairman), Elliott Jayes, Peter Macdonald, Peter Marchington, Lee McCall, Pete Neal, Padmini Nissanga, Ken Pugh, Bill Tatton and one vacancy.

Quorum = 4

Pages

Information for the Public

*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 after 4pm on Monday 15 March 2021.

Privacy Statement

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1. Apologies for Absence
2. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or

other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

3. Minutes

To approve the [Minutes](#) of the meeting held on 15 December 2020 (Minute Nos. 332 to 340) as a correct record.

4. Matters arising from last meeting

5 - 10

To consider matters arising from the last meeting held on 15 December 2020.

5. Public Forum

The purpose of this item is to enable members of the public to direct questions to the Chairman or suggestion agenda items for future meetings.

6. Beachfield Toilets, Sheerness

11 - 14

7. Consideration of funding applications

15 - 26

8. Local Issues

9. Nomination for Area Committee Review Working Group

Nominations for a representative to sit on the Area Committee Review Working Group

10. Matters referred to Committee by Cabinet
11. Matters referred to Cabinet by Committee

Issued on Monday 8 March 2021

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 DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of the Area Committees, please visit www.swale.gov.uk

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

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Sheppey Area Committee meeting: March 2021 – Matters arising

Item	Who initiated?	Action	Comments on updates
Conservation issues, including ponds	Cabinet Member for Planning	Swale BC only has details of the ponds which it manages directly. There is a strategic and heritage, conservation and tourism need for information, including ownership, condition and management of the ponds in the area.	<p>The Kent Reptile and Amphibian Group have confirmed they are happy to work with SBC on this in the following ways:</p> <ol style="list-style-type: none"> 1. They can provide species data for all ponds in Swale, not just the ponds in public ownership. This will require Swale to sign a data sharing agreement 2. They would be happy to attend meetings and provide advice and guidance where possible. 3. They can provide a database of known ponds, however they will need to get agreement for a third party for this. <p>Kent Fire and Rescue have also indicated that they hold data on all known water sources they are able to use for firefighting operations, including ponds and are happy to share this data with SBC.</p> <p>The Cabinet Member for Environment has advised that this should be dealt with as a borough-wide issue and referred to the appropriate officer to deal with in due course.</p>

Item	Who initiated?	Action	Comments on updates
Connectivity across Sheppey	Member of public	<p>Background: The Council is currently undertaking a review of its Local Plan. One of the documents that is being developed alongside this review is a Transport Strategy.</p> <p>The Cabinet would welcome any input from the Committee on walking and cycling to feed into the developing Transport Strategy which is being developed through the Local Plan Panel. It is important that there is no duplication of effort by the Committee's and Local Plan processes.</p>	This will be dealt with as part of the Local Plan review.
Levels of new housing development	Member of public	The Committee to prioritise which local issues should be added to future agendas for substantive consideration and discussion.	This will be dealt with as part of the Local Plan review
Sheerness town centre regeneration	Member of public	The Committee to prioritise which local issues should be added to future agendas for substantive consideration and discussion.	Cllr Bonney will give a verbal update at the meeting.
Tree planting in urban areas	Member of public	The Committee to prioritise which local issues should be added to future agendas for substantive consideration and discussion.	Martyn Cassell will give a verbal update at the meeting.
Safety and upkeep of playgrounds	Member of public	The Committee to prioritise which local issues should be added to future agendas for substantive consideration and discussion.	Martyn Cassell will give a verbal update at the meeting.

Item	Who initiated?	Action	Comments on updates
Publicising the existence of the committee	Member of public	Background: The Council's Communications and Democratic Services Teams are exploring further how to publicise the Committee and encourage public participation. We are actively seeking to engage the input of parish and town councils.	The Area Committees are widely publicised through different methods but the comments have been noted and officers will continue to explore further avenues to encourage public participation.
Restoration of war memorial, Sheerness	Committee members	<p>At the meeting held on 16 September 2020, the Committee resolved: That Cabinet be asked to reconsider providing match funding for restoration of the war memorial in Sheerness from the Special Projects Fund.</p> <p>Funding for the war memorial at Sheerness was also the subject of a question at Council on 11 November 2020 and the response from the Leader and Cabinet Member for Finance was as follows:</p> <p><i>Thank you for your question. It is very appropriate on a day when we remember the loss of life in war, and especially in this question the loss of life on the Isle of Sheppey. I am assured by the Chair of the Area Committee that this project will be much appreciated on the Island. We are establishing a Sheppey improvement fund, for small capital projects on Sheppey. The fund will be for £250,000 and I would ask the Area Committee</i></p>	Martyn Cassell will give a verbal progress report at the meeting.

Item	Who initiated?	Action	Comments on updates
		<p><i>through its Chair to bid against that fund for the Memorial. This will enable the project to proceed without Island members having recourse to either their members grant or the Special Projects funding for the Area Committee. Apart from the Sheppey Improvement fund, further funding will be allocated to Sheerness Town Centre improvements and the administration is planning other larger capital investments on the Island. We are confident that this is the right thing to do considering our determination overall to improve the public realm in Swale, the need to equalise for Sheppey on the funding we have recently devoted to other areas of Swale and because Sheppey is acknowledged to have areas of deprivation in need of more public investment, not just from Swale Borough Council.</i></p>	
Post office provision	Committee member	The chairman suggested Members liaised with local community groups to put a proposal together for a community post office in Queenborough and bring that back to the next meeting of the Committee.	Queenborough Town Council have organised a public meeting with Post Office Ltd and all interested parties. The Vice Chairman will provide a verbal update at the meeting.
CCTV at Leysdown	Committee member	the Vice-Chairman suggested the matter be referred to the Cabinet Member for Community	This was referred to the Cabinet Member for Community and the Economy and Community Services

Item	Who initiated?	Action	Comments on updates
			Manager. They agreed that there is justification for a new CCTV system at Leysdown. Leysdown Parish Council and Swale BC have each agreed to fund a third of the costs. Leysdown PC agreed that they would seek to approach the Area Committee for the remainder of the funding required.

Items to bring back to future Area Committee Meetings:

Item	Who initiated?	Background	Progress on actions
Brown tourism signs	Cabinet Member for Planning	To commence an audit of existing local brown signs in concert with parish and town councils. Cabinet adopted a Visitor Economy Framework Action Plan on 28 October 2020. This includes a medium term action to undertake a wayfinding audit of signage and identify any gaps. The delivery partners identified for this action are: SBC; town and parish councils; Visit Swale; Kent Highways; and local businesses.	So far nothing specific has been identified, although at the last meeting a local resident gave an update on the work of the Sheppey Community Development Forum stated that they have been considering brown tourism signs. The Chairman proposes waiting for the Sheppey Community Development Forum to finish their review and then bring back to a later meeting
Queenborough and Rushenden regeneration	Member of public	The Committee to prioritise which local issues should be added to future	The Chairman proposes bringing this back to a future meeting at the appropriate time.

Item	Who initiated?	Background	Progress on actions
		agendas for substantive consideration and discussion.	
Neighbourhood policing	Member of public	The Committee to prioritise which local issues should be added to future agendas for substantive consideration and discussion.	The Chairman proposes bringing this back to a future meeting when a presentation can be given.

Sheerness Seafront Toilets – Update for Sheppey Area Committee March 2021

Background

Sheerness seafront previously had toilets however these were demolished a number of years ago.

It is not suitable for beach users to walk the distance over to the supermarket which are probably the nearest publicly usable facilities. There are toilets situated inside the Healthy living centre, however again these are already used by centre users and have been subject to vandalism/decline in the last few years from external users.

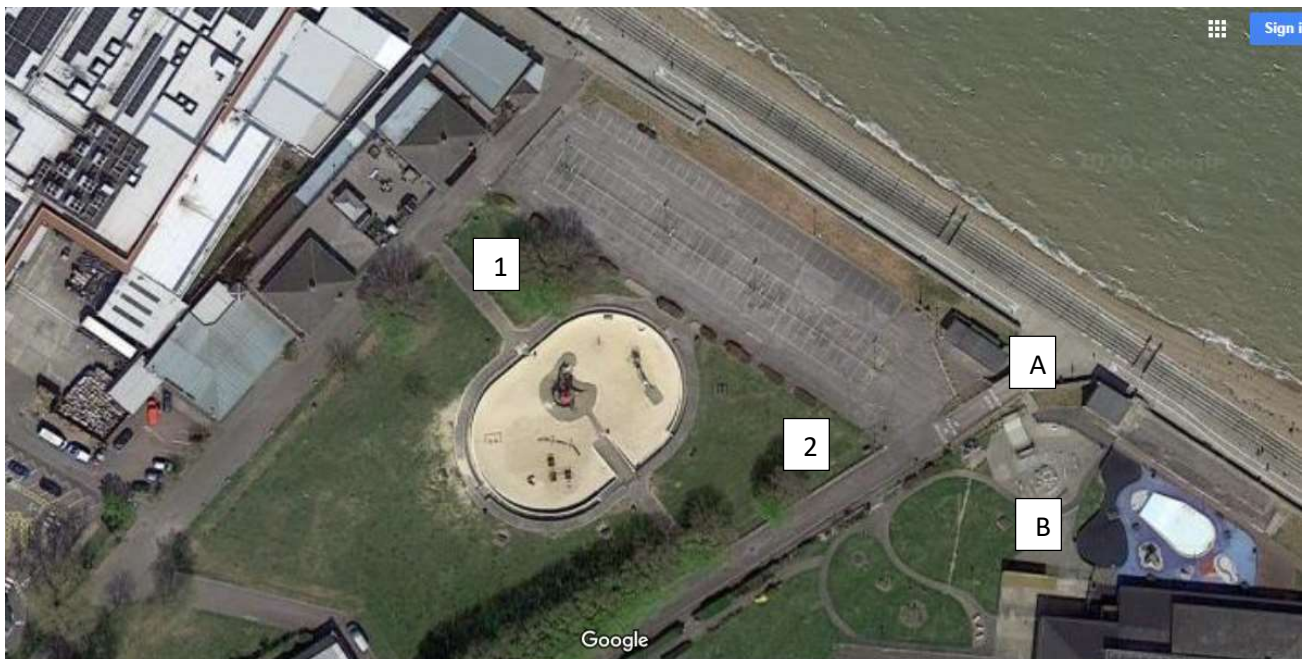
The next closest toilets are all the way into the town centre.

Proposal

Members have asked for an options paper to look at replacing the seafront toilets with Cllr McCall leading the calls. SBC has recently undertaken two separate tenders for modular toilet blocks at Minster Leas and Milton Creek country park.

For this initial options report, details and costings have been taken from these tenders. If funding for this project is agreed, then more detailed site investigation would need to take place prior to tender. We have requested the relevant drainage and utility plans.

The Site



Beachfields park seems the most sensible place to position the toilet block. The main pedestrian and vehicle access to the beach is to the right of the car park (marked A

on the picture). This is the area of the beach that has lifeguards and is the Blue flag area.

The car park is seasonally busy (June – Sept).

The sandpit area holds a newly refurbished playground which is popular with residents all year round. The skatepark and basketball court (marked B) are next to the leisure centre and the very popular paddling pool is between the leisure centre and sea wall.

Proposed toilet positions

As above, no detailed investigations of mains drainage, utility connections etc have taken place, but the two most sensible locations are at 1 and 2 as marked on the map and as shown in pictures below.

Area 1 is likely to be the closest to existing drainage and utility routes given its proximity to the existing buildings. It would also likely require less pathway creation in order to provide disabled access.



Area 2 would however be more central for the playground, skatepark and paddling pool.



Budget

Based on the two recent tenders undertaken for modular toilet blocks, it is envisaged that a budget between £100k and £150k would be needed to provide a three-unit toilet which would include 1x male, 1 x female (or 2 x unisex) and 1 x accessible toilets. There are a range of types of unit, cladding styles can be changed and optional extras such as foot showers, drinking water fountains, solar power, green roof etc could be specified.

As per other projects the revenue budget would also need to be increased to allow for opening and closing, cleaning, utility costs and on-going maintenance and repairs. These costs are estimated at £8k a year.



Area Committee Questions

1. Would Members support the provision of public toilets for Sheerness seafront?
2. Which location (or others) would Members suggest is best.
3. Are there any other things we should consider?
4. What style should be considered e.g. brick effect, timber, metal
5. Consideration of budgets to use?

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Sheppey Area Committee Funding Scheme

Summary of applications received for the March 2021 meeting

Area Committee's allocation for 2020-21 - £56,000.00

There have been no previously agreed allocations by Sheppey Area Committee

Available to allocate at the March 2021 meeting - £56,000.00

(Applications arranged in the order they were received)

Reference:	SHEP001
Organisation:	Queenborough Town Council
Applicant Name:	Lisa Gransden – Town Clerk
Status of organisation:	Town Council
Details of project/activity:	<p>Queenborough Castle Site - Pye Play Park Access Path Installation of access paths for public access in particular to allow disabled access.</p> <p>The park has play equipment for children with disabilities. Summer months prove difficult in pushing a wheelchair across the grass and the winter months it is impossible with the amount of water laying on the grass.</p> <p>We aim to install a way to enter the Park at all times. The project will encourage use of the greenspace site during all seasons. Active lifestyle through participation gained by access to equipment.</p> <p>To build a stronger community by engagement in outside areas whilst investing in the environment.</p>
Supporting papers attached?	Yes
Total project expenditure:	Elm Surfacing - £1,563.54 VAT - £312.70 Total £1,876.24
Total project income (addition sources of income including cash/in kind):	Queenborough Town Council claim VAT relief.
Funding request:	£1,876.24

Reference:	SHEP002
Organisation:	Teddy Bear Day Care Sheppey Ltd
Applicant Name:	Ashley Shiel – Owner/Manager
Status of organisation:	Company Limited by Guarantee
Details of project/activity:	<p>We are looking to provide a Neuro-linguistic Programming Practitioner to provide mental well-being to support children following lockdown. This service will be offered to the children in our setting and the community free of charge. Our main priority in the well-being of the children and to aid mental recovery to the children that are struggling with their mental health.</p> <p>We would like to provide a well-being garden at the front of our property to help children gain the natural air they need when delivering this programme. Children will be able to grow fruit and veg throughout this programme.</p>
Supporting papers attached?	No
Total project expenditure:	Ollie Model of Transformative Coaching Course - £2,400.00 Raised bedded area - £4,800.00 Total £7,200.00
Total project income (addition sources of income including cash/in kind):	A donation from Holy Trinity Queenborough - £200.00
Funding request:	£7,000.00

Reference:	SHEP003
Organisation:	Leysdown Parish Council
Applicant Name:	Nicola Scott
Status of organisation:	Parish Council
Details of project/activity:	<p>The purpose of this project is working with Swale Borough Council to have three CCTV cameras in Leysdown for the benefit of local residents to contribute towards tackling anti-social behaviour and crime in Leysdown. Swale BC suggested a three-way split of the project costs.</p> <p>It has been agreed that the annual fibre line charge and the cost of CCTV monitoring/maintenance will be covered by Swale BC.</p> <p>Installation of three cameras and wireless system: £6,732 BT – Fibre line installation: £8,500 TOTAL - £15,232</p> <p>Therefore, this application to the Sheppey Area Committee is for one third of project costs with Leysdown Parish Council paying one third and Swale BC paying one third of the £15,232 ex vat</p> <p>If successful it has been agreed that the funding should be transferred from the Sheppey Area Committee budget to the relevant budget within the Community Safety Unit.</p> <p>This project fits within Priority 2 for investing in the environment as the cameras should also be able to assist in prosecutions for fly tipping.</p>
Supporting papers attached?	No
Total project expenditure:	3 x CCTV cameras on a wireless system (1/3 of total) - £2,244.00 BT Fibre Line installation (1/3 of total) – £2,833.00 VAT - £1,015.40 Total - £6,092.40
Total project income (addition sources of income including cash/in kind):	No income.
Funding request:	£6,092.40

Reference:	SHEP004
Organisation:	Member Bid
Applicant Name:	Cllr Cameron Beart - proposer Lead officer – Martyn Cassell
Status of organisation:	Borough Council
Details of project/activity:	<p>Reinstatement and extension of width of public footpath (PROW ZB50) between Stanley Avenue, Queenborough and Neats Court Retail Park.</p> <p>The footpath is in Swale Borough Council ownership for the majority of its length and is widely used by the local community. It is not considered a suitable route in the winter and is in a state of disrepair in places.</p> <p>Section A & B of the footpath are owned and maintained by Swale Borough Council and are the subject of this bid.</p> <p>Section C & D of the footpath are on private property but the owner has employed a contractor to carry out similar works on their land to ensure a continuation of the footpath and complete the connection with Queenborough and Neats Court.</p> <p>This proposal would promote walking/cycling to the retail and hospitality venues at Neats Court for Queenborough and the surrounding areas. This in itself will reduce car usage but also encourage bus usage as the subsidised bus to Neats Court has been withdrawn and the nearest bus stop for most services is at the top of Stanley Avenue on Main Road.</p> <p>Please see budget costed proposals attached produced by officers.</p>
Supporting papers attached?	Yes
Total project expenditure:	<p>Two options are being put forward for consideration:</p> <p>Option A:</p> <ul style="list-style-type: none"> • Extend width of existing footpath – Section A - £4,655.00 • Extend width of existing footpath – Section B £29,146.00 • Total project expenditure - £33,801 • Less contribution from Queenborough Town Council Environment Committee Fund £1,000.00 <p>Funding request - £32,801.00</p> <p>Option B:</p> <ul style="list-style-type: none"> • Reinstatement of existing path – section A - £1,455.00 • Reinstatement of existing path –section B - £9,108.00 • Add passing places – section A - £278.00 • Add passing places – section B - £1,670.00 • Total project expenditure - £12,511.00

	<ul style="list-style-type: none"> Less contribution from Queenborough Town Council Environment Committee Fund £1,000.00 Funding request - £11,511.00
Total project income (addition sources of income including cash/in kind):	Contribution from Queenborough Town Council Environment Committee Fund £1,000.00
Funding request:	Option A - £32,801.00 Option B - £11,511.00

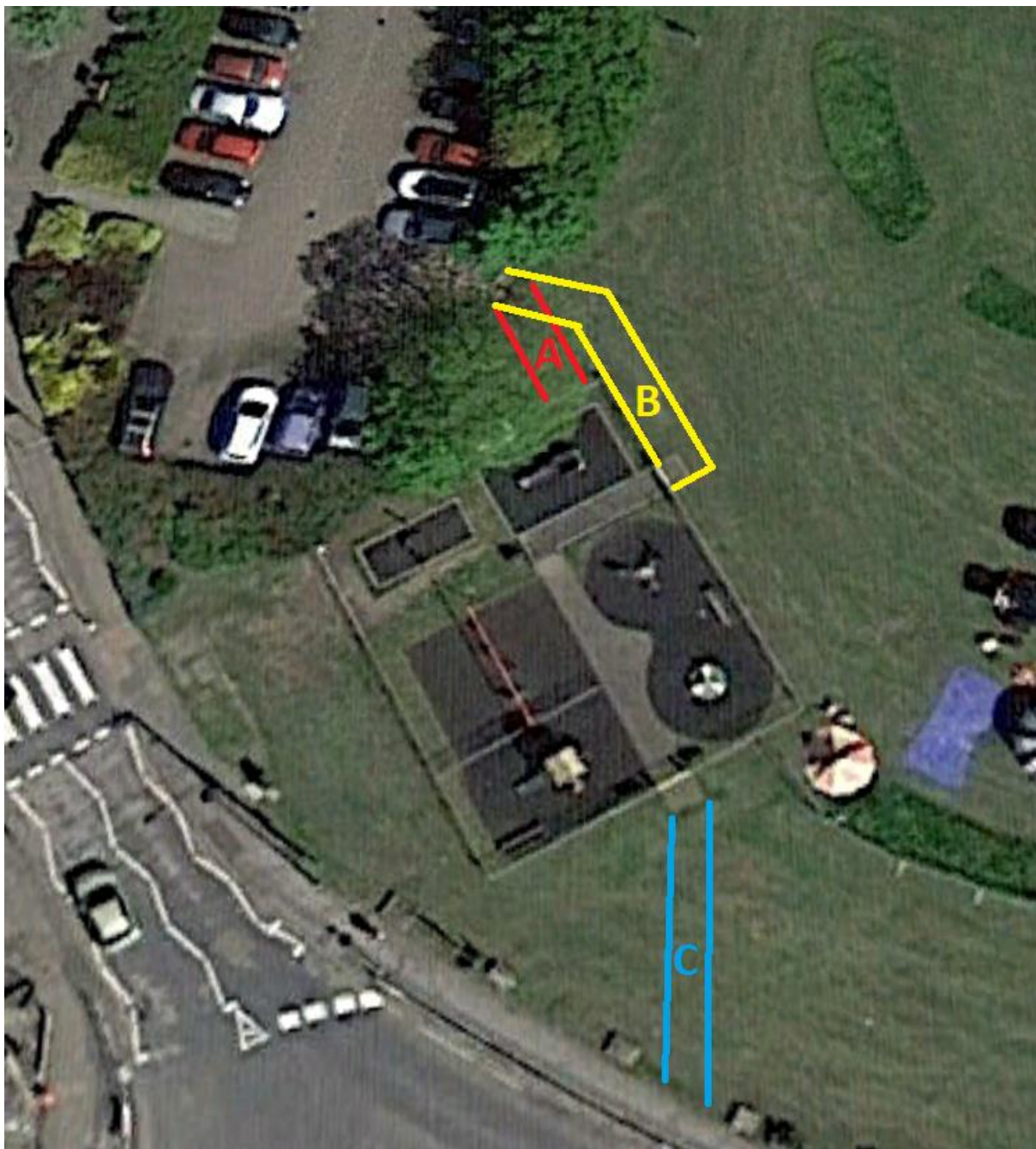
Reference:	SHEP005
Organisation:	Member bid on behalf of Thistle Hill Community Centre
Applicant Name:	Cllrs Jayes and Ingleton - proposers
Status of organisation:	Community Centre
Details of project/activity:	<p>Solar Panels for Thistle Hill Community Centre</p> <p>Commission solar panels for a council owned community centre run by a charitable trust for the community.</p> <p>This project is environmentally friendly it will reduce the centre's reliance on the national grid, it will save the centre money and in turn these savings will be passed on to the community with lower prices for hirers.</p> <p>We have £20,000 in funding for this project and just need the last £5,000.</p>
Supporting papers attached?	No
Total project expenditure:	£25,000.00 (Quote not viewed)
Total project income (addition sources of income including cash/in kind):	Other funding received - £20,000.00
Funding request:	£5,000.00

Reference:	SHEP006
Organisation:	Member bid on behalf of Minster on Sea Parish Council
Applicant Name:	Cllr Elliott Jayes – Proposer Graeme Tuff – Lead Officer
Status of organisation:	Parish Council
Details of project/activity:	<p>The Glen improvements</p> <p>The Glen is Minster on Sea’s registered village green the Parish Council have undertaken replacement of the current benches and picnic tables. The new seating will complement the recent improvements. The benches and picnic tables will be close to the children’s play area to enable the adults supervising children to sit close by to play equipment and picnic.</p>
Supporting papers attached?	No
Total project expenditure:	<p>Improvement to the pond and surroundings - price TBC</p> <p>Two wheelchair user friendly picnic tables - £1,316.04</p> <p>Two additional benches - £920.00</p> <p>Fixings for the above - £160.00</p> <p>Delivery - £100</p> <p>Base and install - £2,000.00</p> <p>(Quotes not viewed)</p>
Total project income (addition sources of income including cash/in kind):	None.
Funding request:	Total cost (excluding VAT and the pond works) £4,496.04

Reference:	SHEP007
Organisation:	Member bid
Applicant Name:	Cllr Jayes – proposer Lead officer – Martyn Cassell
Status of organisation:	Borough Council
Details of project/activity:	Thistle Hill Improvements Additional bins and dog waste bag dispensers. Thistle Hill along with much of the borough is suffering from a dog waste and litter epidemic. With additional bins and dog waste bag dispensers it will (along with enforcement) lead to an improvement in the area.
Supporting papers attached?	No
Total project expenditure:	Dog waste bag dispenser x 5 = £900 Litter bins x 3 = £944.60 Total = £1,844.60 (Quotes not viewed)
Total project income (addition sources of income including cash/in kind):	None
Funding request:	£1,844.60

Compiled by Janet Dart, Interim Area Committees Coordinator

Date: Friday 5 March 2021



Path A – Approx 6m

Path B – Approx 15m

Path C – Approx 12m



View from Car Park – Paths A & B



View from B2007 – Path C

NEATS COURT FOOTPATH - COSTED OPTIONS

Feb-21



Path run from opposite Stanley Avenue up to the main path
(**Section A**) – 46m (1m wide)

Main path up to beginning of
'dogleg' or bridge (**Section B**) –
288m (1m wide)

Dogleg (**Section C**) – 30m (1.9m
wide)

Path from dogleg to the tarmac
adjacent to Thomsett Way (**Section
D**) – 124m (1m wide)

Option	Section A £	Section B £	Section C £	Section D £	Totals £
1 Reinstatement of existing path including levelling out, additional material, raking in, compacting	1,455	9,108		3,922	14,484
2 Section C - remove debris, dig over and form level surface; sub-base and gravel/clay surface to match existing			4,687		4,687
3 Add passing places in material to match existing path and edgings, every 25m; 1m wide x 2m length	278	1,670	n/a	696	2,644
4 Extend width of existing footpath from 1m to 2m including making good to existing, reduce level for 1m extension, sub-base and new gravel/clay surface to match existing; new timber edging	4,655	29,146	4,687	12,549	51,036
5 2m wide tarmac path with sub-base, concrete edgings, incl grubbing up existing path and reduced level dig	9,892	61,934	6,129	26,666	104,622

Notes

- i) Excl VAT, Fees, Procurement Costs
- ii) Assume width is available or land can be extended if required
- iii) Section C surface is existing uneven earth/mud

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