



## AGENDA

### EASTERN AREA COMMITTEE MEETING

Date: Thursday, 18 March 2021  
Time: 7.00 pm  
Venue: Virtual Meeting via Skype\*

#### Membership:

Councillors Lloyd Bowen, Alastair Gould, Carole Jackson, Denise Knights (Chairman), Benjamin Martin, Ben J Martin, Hannah Perkin, Julian Saunders (Vice-Chairman), David Simmons, Eddie Thomas, Tim Valentine and Mike Whiting.

Quorum = 4

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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 Wednesday 17 March 2021.

#### Privacy Statement

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1. Apologies for Absences
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 17 December 2020 (Minute Nos. 359 – 369) as a correct record

4. Matters arising from last meeting

To consider matters arising from the last meeting held on 17 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. Consideration of funding applications

7. Future Work Plan

8. Local Issues

9. Nominations 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, 10 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](http://www.swale.gov.uk)

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

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**Eastern Area Committee meeting: March 2021 – Matters arising**

Item	Who initiated?	Background	Progress on actions
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"> <li>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</li> <li>2. They would be happy to attend meetings and provide advice and guidance where possible.</li> <li>3. They can provide a database of known ponds, however they will need to get agreement for a third party for this.</li> </ol> <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 proposed 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?	Background	Progress on actions
Traffic on A251	Member of public	Covered by resolution on 'improving parish to town connections'.	A proposal is coming forward for this item.
Cycling routes between Faversham, villages and rural areas	Member of public	Covered by resolution on 'improving parish to town connections'.	A proposal for funding of a project developing a network of walking and cycling routes in the eastern area is coming forward from Faversham Town Council to the AC meeting
Improving parish to town connections	Committee member	<p>Resolved:</p> <p><i>(1) That local knowledge of the most suitable walking and cycling routes between parishes and towns be shared across the Eastern area, both for the benefit of residents and visitors.</i></p> <p><i>(2) That an investigation/report be made into reviewing existing community transport models to see what might be suitable for the Eastern area.</i></p>	<p>A proposal for funding of a project developing a network of walking and cycling routes in the Eastern area is coming forward from Faversham Town Council to the AC meeting.</p> <p>The Chair proposes bringing this back to a later meeting as part of a discussion on improving bus services.</p>

**Items to bring back to future Area Committee Meetings:**

Item	Who initiated?	Background	Progress on actions
<b>Brown tourism signs</b>	<b>Cabinet Member for Planning</b>	<p>To commence an audit of existing local brown signs in concert with parish councils.</p> <p>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.</p>	<p>Oare PC – would like a sign for Harty Ferry Nature Reserve at the end of Church Road in Oare.</p> <p>The Chair proposes finding out costings and bringing back to the June meeting</p>
Heritage issues	Cabinet Member for Planning	<p>Cabinet adopted a Heritage Strategy and Action Plan on 18 March 2020. The Action Plan contains a programme of Conservation Area reviews. It has been suggested by the Cabinet Member that the Area Committee may want to fund CA reviews for areas which are outside of the planned</p>	<p>As it was noted in the minutes of the last meeting that there were no suggestions regarding additional conservation area reviews, the Chair proposes bringing this item forward at a later meeting to see if any proposals have been come forward.</p>

Item	Who initiated?	Background	Progress on actions
		programme of reviews in the Action Plan.	
Bus services between Faversham, villages and rural areas	Member of public	Covered by resolution on 'improving parish to town connections'.	The Chair proposes bringing this back to a later meeting.





## Cover Report for Eastern Area Committee Funding Scheme Introduction

The Eastern Area Committee has been given a total of £48,000.00 to allocate in the financial year 2020/21.

At a previous meeting, the Committee allocated £837.00 to Doddington Allotment Association which left £47,163.00 to be allocated at the March 2021 meeting. A public call has resulted in 11 applications for funding which total £100,497.20.

In order to help the Committee allocate funds the Chair and Vice Chair subsequently asked officers to produce a paper to assist Members in their funding allocations. This paper sets out the results of a scoring process carried out by 3 officers independently on the applications, along with comments on previous funding awarded to the applying organisations and other relevant background information. This paper is Appendix 1.

Appendix 2 is a summary of all the applications received.

### Proposal

Having considered the summary report and supporting papers, along with the scoring and background information, the Chair and Vice Chair would like to submit 3 possible proposals for allocating funds for the Committee to consider:

#### Option 1:

This option would allow all the highest scoring applications to receive funding from the scheme, however some organisations would receive less than they have requested:

Applicant	Funding request	Proposed allocation
FTC Parishes to Town Project	£12,500.00	£12,500.00
Expansion of West Faversham Community Centre	£25,000.00	£10,000.00
Citizens Advice Swale – update premises	£5,000.00	£5,000.00
GEM72 – mobile youth provision	£10,000.00	£10,000.00
Faversham Swimming Pools – sail for outdoor pool	£10,000.00	£5,000.00
Boughton-under-Blean outdoor gym	£16,495.00	£4,663.00
<b>Total</b>		<b>£47,163.00</b>

### Option 2:

The second option would allow the top 4 highest scoring applicants to receive either all their funding request or in one case a slightly reduced allocation:

Applicant	Funding request	Proposed allocation
FTC Parishes to Town Project	£12,500.00	£12,500.00
Expansion of West Faversham Community Centre	£25,000.00	£19,663.00
Citizens Advice Swale – update premises	£5,000.00	£5,000.00
GEM72 – mobile youth provision	£10,000.00	£10,000.00
<b>Total</b>		<b>£47,163.00</b>

### Option 3:

This option excludes projects that have already received significant funding through the Special Projects Fund or organisations that already get significant direct funding from Swale BC. It then funds projects according to their scoring. One project application from Lynsted and Kingsdown PC has not been included following feedback from relevant officers. Another project has had its funding request reduced.

Applicant	Funding request	Proposed allocation
FTC Parishes to Town Project	£12,500.00	£12,500.00
GEM72 – mobile youth provision	£10,000.00	£10,000.00
Boughton-under-Blean outdoor gym	£16,495.00	£12,868.00
Oare PC - regen and rewild the village	£5,000.00	£5,000.00
Abbey Physic Community Garden - repair/refurbish APCG entrance	£5,000.00	£5,000.00
Friends of Oare Gunpowder Works – storage*	£1,795.00	£1,795.00
<b>Total</b>		<b>£47,163.00</b>

\* Original application was for over £5,000.00, this has been reduced following receiving other funding so should not be penalised.

### Area Committee to consider

The Chair and Vice Chair would request that Committee Members consider the three options but should any Member wish to propose other options for consideration at the Area Committee meeting, could they please forward their proposal to the Area Committee Coordinator by 4 pm on Wednesday 17 March 2021

### Background information to assist with Eastern Area Committee funding considerations

Eastern Area Committee have £47,163.00 left to allocate from their 2020-21 allocation. They have received 11 applications for funding which total £100,497.20. At the request of the Chair and Vice Chair, officers have put together the table below which provides an objective scoring\* of the applications against criteria set out in the guidance notes, along with other background information which may assist with the Committee's deliberations. Equally members may prefer not to take this information into account when considering the applications.

*\* Notes on scoring - applications were scored against 3 criteria which were (1) fitting with SBC objectives ( the 4 priorities set out in the guidance notes), (2) level of support from councillors and (3) how much of the Eastern Area would benefit from the project. Each criteria could receive a score of high - 3, fair - 2 and low - 1. The scoring process was carried out by 3 officers independently, an average overall score is presented in the table below.*

Application	Funding requested	Running total of bids	Score (average)	Comments
FT09 Parishes to Town Project	£12,500.00	£12,500.00	8.3	
Expansion of West Faversham Community Centre	£25,000.00	£37,500.00	7.3	Have received £25,000 from Swale BC from the Special Projects fund in this financial year.
Citizens Advice Swale - update premises	£5,000.00	£42,500.00	7	Receive £130,000 a year in the form of a grant.

Gem72 - mobile youth provision	£10,000.00	£52,500.00	6.6	Received £1,605 from Members' Localism Grant in the current financial year.
Faversham Swimming Pools - sail for outdoor pool	10,000.00	62,500.00	6.6	Receive a core grant of £75,000 a year from the base budget plus another £75,000 one off fund this year. They are also going to receive approximately £30,000 from the National Leisure Fund administered by Swale BC.
Boughton-under Blean outdoor gym	£16,495.00	£78,995.00	6.3	
Oare PC - regen and rewrite the village	£5,000.00	£83,995.00	5.6	

Lynsted with Kingsdown PC - AQ monitoring	£5,707.20	£89,702.20	5.3	<p>The Council's Air Quality Team has been consulted on the proposal. Their comments are: There are significant concerns over some of the technical aspects of the proposal. For example:</p> <p>Out of date data- reference is made to 2019 Annual Status Report (ASR) as being the latest report representative of pre-covid times. 2019 ASR contains data/results from 2018. The 2020 ASR containing data/results from 2019 should have been referenced/used.</p> <p>Levels- 39.3ug/m3 is the average for 2018. Average at same site for 2019 was 32.8ug/m3 so well below Air Quality Objectives (AQO).</p> <p>Area covered- AQMA 5 was declared where there were exceedances of the AQO – areas beyond the AQMA were not exceeding. Monitoring since has not shown exceedances so there has been no requirement to extend the boundary of the AQMA.</p> <p>New developments- the existing tubes provides sufficient evidence for air quality assessments for measuring NO2 impacts of developments on receptors.</p> <p>Additional DT monitoring- would need to ensure all sites are compliant with Defra's site selection criteria &amp; technical guidance. It may be preferable for additional tubes to be added to our monitoring network so they undergo the same correction process to ensure consistency and accuracy for reporting (in the ASR).</p> <p>Clarity monitor- this is not DEFRA approved equipment for monitoring particulates – as such results can only be used as 'indicative'.</p>
Abbey Physic Community Garden - repair/refurbish APCG entrance	£5,000.00	£94,702.20	5	Received £495, £500 and £400 from the Members Localism Grant since October 2020
The bids below do not meet the criteria of a minimum spend of £5,000.00				
Friends of Oare GunpowderWorks - storage	£1,795.00		6.6	Application previously included interpretation boards but their bid to the Special Project Fund was successful, therefore that item has been removed from this bid, bringing it under the minimum spend of £5,000 set out in the criteria.

Cinque Ports Rowing CIC	£4,000.00		7	Received £500 from the Members' Localism Grant in this financial year.
<b>TOTAL</b>	<b>£100,497.20</b>			

## Eastern Area Committee Funding Scheme

### Summary of applications received for the March 2021 meeting

Area Committee's allocation for 2020-21 - £48,000.00

Allocations previously agreed by Area Committee:

Doddington Allotment Association	£837.00
<b>Total</b>	<b>£837.00</b>

Available to allocate at the March 2021 meeting - £47,163

*(Applications arranged in the order they were received)*

<b>Reference:</b>	EAC001
<b>Organisation:</b>	Boughton-under-Blean Parish Council
<b>Applicant Name:</b>	Carol Clayson
<b>Status of organisation:</b>	Parish Council
<b>Member support:</b>	Cllrs B J Martin, Gould and Valentine
<b>Details of project/activity:</b>	<p>Boughton-under-Blean Outdoor Gym:</p> <p>This is a new project in Boughton-under-Blean which is a rural village with a population of 1917 (2011 Census). The village covers 7.73 sq km. The main area of the village is The Street but there are many outlying hamlets. Boughton was a mainly farming community but that has changed during the latter part of the twentieth century. Boughton Parish Council is a civil local authority found in England and is the lowest, or first, tier of local government. The Parish Council is responsible for a number of amenities: a Civic Cemetery, allotments, two recreation grounds, public toilets, some street lighting and two old red telephone boxes which are book exchanges. The Parish Council is also the Trustee of the village hall. The hall is situated at the Bull Lane ground and is used by many local organisations and provides free coffee mornings and free events for the elderly residents. The Bull Lane recreation ground has a toddler play area and all age children's play equipment. The village school is situated next to the recreation ground and has a roll of approximately 200 children.</p> <p>The Parish Council would like to install an outdoor gym at Bull Lane. The gym would be free for all ages to use. It will be an outdoor fitness space to be inclusive and family-friendly, catering for beginners through to fitness elites. It will have wheelchair access for some equipment. It has been evidenced that once installed, outdoor gyms are</p>

	<p>received enthusiastically with local people embracing their outdoor gyms. In the current environment, with Covid 19, it has never been more important to keep well and healthy.</p> <p>The outdoor gym will be a permanent setting that will provide outdoor activities for decades. In the village community there are families that are unable to utilise paid for facilities in nearby towns. It has been very important for physical and mental health to stay physically active during the Covid-19 pandemic. With leisure facilities mainly closed it has been necessary to find alternative ways of keeping active. Physical activity can improve wellbeing and mood. Activity can improve energy levels and reduce stress, anxiety and depression.</p> <p>The areas around Boughton are superb for walks, with country lanes and woodland. The Bull Lane recreation ground has also been an important place for walks and fresh air. The ground is generally a focal point, pre Covid-19, for activity especially at weekends and after school. By installing an outdoor gym it will encourage activity and enable more people to be physically active.</p> <p>The Parish Council want to provide this space that will enable everyone the opportunity to become more active regardless of age, ability and personal circumstance.</p>
<b>Supporting papers attached?</b>	None
<b>Total project expenditure:</b>	Outdoor gym – equipment and safety matting - £31,583.00 including VAT
<b>Total project income (addition sources of income including cash/in kind):</b>	Lottery grant – £9,624.00 Members grant - £200 Total project income - £9824.00
<b>Funding request:</b>	<b>£16,495</b>



<b>Reference:</b>	EAC002
<b>Organisation:</b>	Gem72 – Faversham & Surrounding Area (St Mary of Charity)
<b>Applicant Name:</b>	Daniel Corcoran – Community Priest – Project Leader
<b>Status of organisation:</b>	Registered Charity
<b>Member support:</b>	Cllrs Knights and B A Martin
<b>Details of project/activity:</b>	<p>Our Project offers an ongoing partnership exploration – engaging young people in the process – to create a well-researched, sustainable, community empowering, mobile youth and childrens' provision, in local neighbourhoods where it is needed the most.</p> <p>To enable your committee to understand the project and its depth we have taken the opportunity offered to attach further information. Please see the attachment.</p> <p>This project fits clearly with Swale Priority 3: Tackling deprivation and creating equal opportunities for everyone.</p>
<b>Supporting papers attached?</b>	Yes
<b>Total project expenditure:</b>	Commissioned Survey - £2,500.00 Creating Ch/YP network - £2,500.00 Gem72 initiative - £5,000.00 <b>Total £10,000.00</b>
<b>Total project income (addition sources of income including cash/in kind):</b>	Volunteer expertise – group volunteers and Treasurer approx cash in kind £6,000 pa
<b>Funding request:</b>	<b>£10,000.00</b>

<b>Reference:</b>	EAC003
<b>Organisation:</b>	Friends of Oare Gunpowder Works
<b>Applicant Name:</b>	Paul Jessett - Chairman
<b>Status of organisation:</b>	Constituted Volunteer Group
<b>Member support:</b>	Cllrs B A Martin, B M Martin and Perkin
<b>Details of project/activity:</b>	<p>During the Pandemic and with no access to the country park for volunteering it has become clear that the Friends Group storage container, has severely suffered from corrosion, despite preventative measures. The unit is used to store the friends group tools and materials that are utilised during volunteering actives and conservation days; plus, the education aids needed during school and youth group visits It would be the intention of the group to spend the grant to replace this unit, with the Friends group meeting the installation costs. The Friends of Oare Gunpowder Works are a very active group of volunteers who have supported Swale Borough Council for nearly 20 years with work parties of up to 20 people six times a month, in developing leisure and volunteering of both young and old at the Country Park.</p>
<b>Supporting papers attached?</b>	None
<b>Total project expenditure:</b>	20 ft secure storage container - £1,795.00
<b>Total project income (addition sources of income including cash/in kind):</b>	None
<b>Funding request:</b>	<b>£1,795.00</b>

<b>Reference:</b>	EAC004
<b>Organisation:</b>	Abbey Physic Community Garden
<b>Applicant Name:</b>	Jacqueline Hunt – Connector/Loneliness Lead
<b>Status of organisation:</b>	Unincorporated Association (Community Group) Registered Charity
<b>Member support:</b>	Cllrs Denise Knights and Hannah Perkin
<b>Details of project/activity:</b>	<p><b>APCG – repair and refurbish entrance</b></p> <p>Due to increase demand for our project, we have identified the need for more usable space in the grounds and our latest set of questionnaires showed it has become increasingly difficult for wheelchair users and parents with pushchairs to get around areas of the garden. We would use the funding to repair and refurbish an area near the entrance that wraps around the front of our cabin using composite decking.</p> <p>A key indicator of the need and value of Abbey Physic Community Garden is the continual increase in membership, referrals from the local Mental Health Support Teams, local GPs, Occupational Therapists, and from individuals have risen by 22% over the past 12 months.</p> <p>Our ambitions for this project are for its use in providing long-term support to the residents of Faversham and the surrounding areas. When social restrictions are eased, we will be working with Kent Mind and local GPs to deliver once a week drop-in social prescribing sessions. We offer the perfect setting for residents of Faversham to get support and advice to help them participate fully in their community without compromising their access to the garden.</p>
<b>Supporting papers attached?</b>	No
<b>Total project expenditure:</b>	Entrance – disabled and family safe decking area - £7,644.00
<b>Total project income (addition sources of income including cash/in kind):</b>	Income/funds £2,644.00
<b>Funding request:</b>	<b>£5,000.00</b>

<b>Reference:</b>	EAC005
<b>Organisation:</b>	West Faversham Community Association
<b>Applicant Name:</b>	James Browning - CEO
<b>Status of organisation:</b>	Company Ltd by Guarantee Registered Charity
<b>Member support:</b>	Cllrs Saunders and Jackson
<b>Details of project/activity:</b>	<p><b>Expansion of the West Faversham Community Centre</b></p> <p>This project, we hope you will agree, is an exciting one which will deliver significant community impact and provide the charity a route to complete sustainability, removing the need for grant funding to run our youth club, holiday clubs, fun-days, job seeker support, support drop in and social clubs, as well as increase our direct delivery.</p> <p>Delivery will significantly move delivery in youth service running with 2 activities per day 6 days a week. WFCA currently owns (freehold) a community centre which is packed full of activities, around 80 per week and open with activities and services running over 100 hours per week, activities include: gym, nursery, café, hairdressers, climbing wall, youth club, social clubs which include bowls and table tennis.</p> <p>With the centre being close to being completely full, the board in its strategic plan identified the need to expand the site to support the growing population with more service. The expansion will see a new building on our site holding a new dance studio, youth centre and a multi hireable room for social groups such as adults with learning disabilities, model railway club and bridge club. This will also allow part of the current building to be converted into a restaurant which will run as a training centre for young offenders, young people, care leavers and long term unemployed.</p> <p>The restaurant will be staffed with a chef trainer and a front of house trainer who will be supported by youth workers, provide 4 week, 12 week and 6 month training/work experience programme to these groups as well as work opportunities for offenders being released back into community. Alongside this the restaurant will provide a needed source of affordable dining out in an area of deprivation where families normally travel out of town to experience it. This restaurant is able to sustain the cost of running itself, our young people</p>

	<p>programmes, community support worker, and our popular fun-days.</p> <p>The overall impact of the project will see a benefit to the wider community through the restaurant provision and youth service, as well as significant direct impact through the training and skill development and support services. The new youth centre will allow youth activities to be run 5 days a week, and day to day activities for young people out of school who engage in youth offending or are at risk of doing so.</p>
<b>Supporting papers attached?</b>	Yes
<b>Total project expenditure:</b>	<p>New build - £900,000.00          Refit for restaurant - £90,000.00          Kitchen - £52,000.00          Solar &amp; Environment - £60,000.00          Total - £1,102,000.00  <i>(Please note these figures are estimates, final figures will be available in a couple of months)</i></p>
<b>Total project income (addition sources of income including cash/in kind):</b>	<p>Power to change - £280,000.00          Charity Bank - £500,000.00          Garfield Weston - £60,000.00 (unsecure but likely)          National Lottery - £150,000.00 (unsecure but likely)          Savoy Trust - £52,000.00 (unsecure but likely)          Total - £1,042,000.00</p>
<b>Funding request:</b>	<b>£25,000.00 (estimate)</b>

<b>Reference:</b>	EAC006
<b>Organisation:</b>	Faversham Swimming Pools
<b>Applicant Name:</b>	Marylka Gowlland – Development Manager
<b>Status of organisation:</b>	Registered Charity
<b>Member support:</b>	Cllrs Perkin and Thomas
<b>Details of project/activity:</b>	<p><b>Purchase of shade sail for outdoor pool</b></p> <p>Faversham Pools is a charity which seeks to offer high-quality sport and leisure facilities which are affordable and accessible for all. As well as year-round swimming in our bright indoor pools, in the summer months our heated outdoor pools attract visitors from across Kent. We are the only remaining outdoor pool in the UK with 1m, 3m and 5m diving boards. Our Pools provide an invaluable service to the local area.</p> <p>We are Swale’s most popular tourist attraction with almost 250,000 admissions annually. The Pools are used by over 25 local schools plus community groups, for physio and rehabilitation, as well as by individuals and families. Organisations supporting adults and children with disabilities travel from across Kent to use our fully accessible facilities. A variety of classes welcome learner swimmers of all ages, from just a few months old to elderly people learning to swim for the first time. Faversham Swimming Club is based at the pools and supports over 300 members aged from 5-85. We also host two triathlon clubs.</p> <p>Like so many other charities, we have been hit hard by the effects of the COVID-19 pandemic. We have now been closed for almost a year, with only a brief spell of being able to reopen for September and October 2020. Supported by government and Swale Borough Council funding, principally the Job Retention Scheme, we have managed to retain every member of staff through the furlough scheme. However, even with all staff furloughed and costs minimised, our fixed costs and utilities still cost us over £15,000 every month we are closed. We have also suffered a complete loss of income from admissions. And as we were unable to reopen in summer 2020, we have lost a year’s worth of income from our popular summer season, which we usually rely upon to offset the losses we make in the quieter winter months.</p> <p>We are making this application to the Eastern Area Committee for a specific item to make some much-needed improvements to our outdoor pool area, for which we know there is considerable demand from customer feedback. We wish to purchase a substantial shade sail, which will span the area above our toddler paddling pool. This will benefit our users in several ways: it will keep young skin safe from the sun’s rays on sunny days, and provide some much-needed shade in our sunny</p>

	<p>garden area. It will also extend the usability of the paddling pool by keeping the worst of any adverse weather off its young users. We cannot fully fund this purchase ourselves and require funding support to make this addition to our outdoor offer.</p> <p>Beneficiaries of this shade sail will be the tens of thousands of children who swim with us every summer. The youngest members of our community have missed a year's worth of experiences, including enjoying being and developing confidence in the water. As we look to the summer and our hopes to open in summer 2021, we know that as a charity promoting sport and physical activity, we will have a considerable job to do to make up for lost time. This purchase will help us to encourage the very youngest in our community to start to become comfortable with swimming, instilling a life-long love of the activity which is essential in a community with such a strong nautical heritage.</p> <p>In the 2019 Indices of Multiple Deprivation, Swale's position has deteriorated to the 69<sup>th</sup> most disadvantaged (out of 317) in England, and the 2<sup>nd</sup> most disadvantaged in Kent. Faversham contains neighbourhoods which are amongst the 20% most deprived in England. Davington Priory ward – just a short walk from the Pools – is among the 10% most deprived. As an attraction in the centre of town with affordable admission fees, we provide an accessible option for families to enjoy exercising together. One of our key aims as a charity is to reduce health inequality, and providing opportunities for cross-generational sport and recreation is one way to provide routes into exercise for those who may find the more traditional environment of a gym too intimidating.</p> <p>Priority 3.5 in Swale's Corporate Plan seeks to promote wellbeing and enjoyment of life by encouraging a wide range of sporting, cultural and other leisure activities appropriate and accessible to each age group. This paddling pool is targeted at the very youngest in our society – those for whom the borough's adventurous playgrounds and skate parks would not be suitable. In addition, we know that being in water and swimming has a demonstrable benefit on children's mental health, according to Swim England's Health Commission.</p>
<b>Supporting papers attached?</b>	No
<b>Total project expenditure:</b>	Shade sail (2 square sails + installation) - £10,844.76 VAT - £2,168.95 Total - £13,013.71
<b>Total project income (addition sources of income including cash/in kind):</b>	Faversham Pools (unrestricted reserves via public appeal) - £3,013.71
<b>Funding request:</b>	<b>£10,000.00</b>

<b>Reference:</b>	<b>EAC007</b>
<b>Organisation:</b>	Citizens Advice Swale
<b>Applicant Name:</b>	Mark Hinton – Chief Officer
<b>Status of organisation:</b>	Company Ltd by Guarantee Registered Charity
<b>Member support:</b>	Cllrs Carole Jackson and Hannah Perkin
<b>Details of project/activity:</b>	<p>Our Faversham premises were last updated 30 years ago, and provide an important service for the local community. During the pandemic, we have been unable to see clients face-to-face in our offices, and the Faversham layout does not lend itself to temporary Covid-secure measures. Consequently, we are seeking to redevelop the interior of the building and create a more modern, safe, and flexible environment for staff, volunteers and clients. We have secured a new lease for a minimum of 9 years on the premises, and the work will be undertaken in two phases - interior reconfiguration, and replacement of windows/doors to improve ventilation. The project will be supported by National Lottery funding, but the costs will be far in excess of the £10,000 maximum available under Awards for All, so all additional support would be welcomed</p> <p>In 2019-20, we supported 1,559 people via the Faversham office, and still managed to help 901 remotely since the March 2020 lockdown. Key issues are debt and benefits-related, with employment and family matters becoming a greater proportion of our work during the pandemic. This work clearly sits under Priority 3 of the Corporate Plan 2020-23, and impinges on other priorities by helping the community access the advice and information it needs to address matters that affect health and well-being, housing, relationships and work.</p> <p>Detailed plans are available for the redevelopment, showing the new layout will be brighter and more efficiently heated and lit. We cannot significantly affect the carbon footprint of rented premises, but we will ensure contractors will consider the sustainability of materials and finishes used in the work.</p> <p>Note – while not included in the quotes provided, the project also seeks to improve exterior lighting and disabled access to the premises. These aspects will be included in the project contract</p> <p>Our current intention is to reopen for face to face clients in line with the Prime Minister’s RoadMap, with a target date of 21<sup>st</sup> June 2021</p> <p>We appreciate this sum will not be covered by any Area Committee award, and we will be seeking additional funds from Grant Making Trusts. However, we recognise that currently this</p>



	is a challenging environment for charities seeking funding, and local sources supporting activity that directly benefits the community would be most beneficial. An award of at least £5000 would help considerably.
<b>Supporting papers attached?</b>	No
<b>Total project expenditure:</b>	Move/replace walls, complete electrical works - £11,600.00 Create light tunnel from upper floor - £2,500.00 Replacement windows to appropriate specification – £20,000.00 VAT - £6,820.00 Total - £40,920.00 ( <i>figures to be finalised when contractor selected</i> )
<b>Total project income (addition sources of income including cash/in kind):</b>	National Lottery – Awards for All funding phase 2 - £10,000.00 Reserves – Allocation by Trustee Board - £15,000.00 Total £25,000.00
<b>Funding request:</b>	<b>Minimum of £5,000.00 up to £15,920.00</b>

<b>Reference:</b>	<b>EAC008</b>
<b>Organisation:</b>	Faversham Town Council
<b>Applicant Name:</b>	Louise Bareham – Town Clerk
<b>Status of organisation:</b>	Town Council
<b>Member support:</b>	Cllrs Alastair Gould, Julian Saunders and Eddie Thomas
<b>Details of project/activity:</b>	<p><b>Parishes to Town Project</b></p> <p><b>Beneficiaries</b></p> <p>The Parishes to Town project will 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. The report will be incorporated into a Faversham Local Cycling and Walking Infrastructure Plan (FLCWIP) and used as a basis to secure funding to implement the proposed measures.</p> <p><b>Linkages</b></p> <p>The project will complement the development of a which is already being developed by Faversham Town Council with financial and officer support from SBC and will allow a broader network of routes and set of infrastructure improvements to be included covering the whole Swale East area. It will support the development of the Faversham Neighbourhood Plan (FNP) and the revised Swale Local Plan (SLP) and would be referenced in both documents.</p> <p>Our project objectives directly relate to SBC’s corporate plan objective 2.2 to encourage active travel and reduce car use. As a result the project will contribute to reducing carbon emissions and improving air quality. It will also contribute to objective 3.5 Promoting well-being and enjoyment of life by encouraging active recreation SBC’s eastern Areas Committee recognised these benefits when it passed a motion at its October 2020 meeting supporting the improvement of cycling and walking links between Faversham and neighbouring villages in order to create a ‘cycling and walking network’.</p> <p><b>Project Objectives</b></p> <p>The core project objectives are</p> <ol style="list-style-type: none"> <li>1. To identify a network of roads and other public rights of way including bridleways and footpaths linking Faversham and its neighbouring villages which are easy, safe and pleasant for bike users and pedestrians to use.</li> <li>2. To consult on this network with the public and relevant organisations including parish councils in order to ensure that</li> </ol>

the most relevant routes are included and to identify potential improvements to these routes which could be funded in the future.

3. To present the results of this work in a way that can be easily accessed by the local residents

4. To prepare a report which can be incorporated into the FLCWIP and referenced in the emerging Faversham NP and SLP and used to secure funding to implement the proposed measures.

### **Project Resourcing**

The majority of the project work will be carried out by Phil Jones Associates (PJA), a specialist transport planning consultancy, who are preparing the FLCWIP and who did the initial design for the town wide Faversham 20mph speed limit. (The PJA proposal for this work is attached with the application form). Elements of the consultation will be carried out by Berendt Consulting Ltd., who will manage the overall project for the Town Council. Berendt Consulting is currently project managing the FLCWIP project and has managed the Town Council's community engagement programme supporting the introduction of the experimental 20mph speed limit in Faversham.

### **Project Methodology**

PJA will be required to develop an outline network of routes for bike users and pedestrians linking the following villages with Faversham Town Centre and Railway Station:

Graveney, Boughton, Hernhill, Selling, Sheldwich, Painters Forstal, Eastling, Doddington, Newnham Norton, Lynsted, Luddenham, Teynham, Conyer

They will also need to look at routes from smaller villages to Boughton and Teynham.

This outline network will need to be developed via initial consultation with local cyclists and walkers with expert knowledge of local routes, for example the leaders of cycling and walking groups.

The outline network will be presented as a consultation document which can be used in a wider consultation with the public, interested organisations and parish councils aimed at gathering feedback on the suggested network routes, suggestions for variations to routes and additional routes and information on barriers to routes and potential improvements to routes.

	A final report will be prepared giving details of the finalised 'Cycling and Walking Network' routes and a list of proposals for improving the usability of the routes with potential costs which can be incorporated into the FLCWIP.
<b>Supporting papers attached?</b>	Yes
<b>Total project expenditure:</b>	Phil Jones Associates - Outline Network, Audit, Design, Final Report - £9,750.00 Berendt Consulting - Community Engagement, Project Management - £2,750.00 Support, Administration, Finance - £775.00 IT, other overheads - £492.00 Total £13,767.00
<b>Total project income (addition sources of income including cash/in kind):</b>	Faversham TC - Support, Administration, Finance - £775.00 Faversham TC - IT, other overheads - £492.00 Total £1,267.00
<b>Funding request:</b>	<b>£12,500.00</b>

<b>Reference:</b>	<b>EAC009</b>
<b>Organisation:</b>	Lynsted with Kingsdown Parish Council
<b>Applicant Name:</b>	Marion Mulley - Clerk
<b>Status of organisation:</b>	Parish Council
<b>Member support:</b>	Cllrs Mike Whiting and Lloyd Bowen
<b>Details of project/activity:</b>	The Parish Council is concerned about health impacts from the mix of harmful pollutants along the A2/London Road as it passes Air Quality Management Area No.5 (AQMA5) and the built area to Frogal Lane - in particular, Nitrogen Dioxide (NO2) and Particulate Matter (PM2.5 & PM10). Swale Borough Council (SBC) estimates NO2 using diffusion tubes that are very approximate. The Parish Council has become increasingly aware of scientific evidence concerning serious health impacts of PM2.5 & PM10. A one year regime will give residents in both neighbouring Parishes a clear picture of the levels of pollutants linked with congestion and heavy traffic. The result will inform public debate surrounding increased traffic coming from development proposals between East Street (AQMA3) and Ospringe Street (AQMA2/6). Three fixed monitors will make continuous measurement of the three pollutants - two along Greenstreet and one co-located with AQMA2/6 reference monitor for calibration purposes. Project delivery will be by CHSS, University of Kent. See full proposal attached.
<b>Supporting papers attached?</b>	Yes
<b>Total project expenditure:</b>	NO2 tubes, clips, straps – 84 x dispersion tubes, fixings and laboratory analysis - £868.00 Continuous monitors – 3 x clarity devices - £3,000.00 CHSS Report – staff time - £1,839.20 all prices include VAT Total £5,707.20
<b>Total project income (addition sources of income including cash/in kind):</b>	None
<b>Funding request:</b>	<b>£5,707.20</b>

<b>Reference:</b>	<b>EAC010</b>
<b>Organisation:</b>	Oare Parish Council
<b>Applicant Name:</b>	Bex Ratchford – Parish Clerk and RFO
<b>Status of organisation:</b>	Parish Council
<b>Member support:</b>	Cllrs Mike Whiting and Lloyd Bowen
<b>Details of project/activity:</b>	<p>Oare Parish Council is embarking on an ambitious project for the regeneration and rewilding of the village. The project incorporates a number of strands: under the regeneration banner we aim to design, make and install a village sign; repair or replace our aging and unusable noticeboards; and install planters, benches and picnic tables around the village. The rewilding side of our project encompasses planting a variety of hedges, trees, bulbs and wildflower verges; installing various types of wildlife boxes; clearing and reinstating the pond opposite the church; and creating a community orchard on land leased from Swale Borough Council under the Community Asset Transfer Scheme.</p> <p>Both elements of our project support the second of Swale's strategic priorities - investing in our environment and responding positively to global challenges. The regeneration of the village is a massive investment in the local environment, as is the rewilding, as well as being a clear positive response to the global challenge of climate change. The project will benefit residents but also the wider tourist community and will improve our region's biodiversity.</p>
<b>Supporting papers attached?</b>	Yes
<b>Total project expenditure:</b>	<p>Village sign &amp; noticeboard (design and install sign, repair and replace boards) - £7,000.00          Planters &amp; benches (install planters, picnic tables and benches) - £1,500.00          Planting &amp; wildlife boxes (hedges, trees, bulbs, verges and wildlife boxes) - £5,500.00          Pond and orchard - £3,000.00  <i>(Most costs at this stage are estimates, although a quote for some of the planting work has been received)</i></p> <p>Total £17,000.00</p>
<b>Total project income (addition sources of income including cash/in kind):</b>	<p>Member grant from Cllr Mike Whiting - £100.00</p> <p>We are able to reclaim any VAT spent.</p> <p>We will be looking for funding from a variety of other sources, but are requesting £5000 from the Eastern Area Committee at this stage to get our project off the ground.</p>

	<p>The land for the community orchard will hopefully be leased from SBC at a peppercorn rent.</p> <p>We aim to use the time and expertise of local volunteers to assist with the planning and delivery of the project and already have some on board, including a qualified Forest School leader. The intention is to use local people to assist with the clearing work where possible, leaving the planting and more skilled work to be done by professionals.</p>
<b>Funding request:</b>	<b>£5,000.00</b>

<b>Reference:</b>	<b>EAC011</b>
<b>Organisation:</b>	Cinque Ports Rowing CIC
<b>Applicant Name:</b>	Jude Sach - Director
<b>Status of organisation:</b>	Social Enterprise
<b>Member support:</b>	Cllrs Denise Knights, Carole Jackson and Ben J Martin
<b>Details of project/activity:</b>	<p>Inspired by Scottish Coal Miners who raced their own boats on high days and holidays, the St Ayles Skiff was designed to be built and rowed by people from the local community. Cinque Ports Rowing CIC is working to engage people across the area in building skiffs for themselves and the wider community. Community Boat Building promotes community cohesion, provides a calm, welcoming environment and a novel way to tackle isolation and loneliness.</p> <p>Working in small, tutor-led groups, participants of all ages and abilities are supported through the whole process of building a 22ft St Ayles Skiff - all the way from first planks to final fit-out and paint job. The calm, supportive environment accommodates all-comers, regardless of their ability and experience. We believe that this project supports elements of 2 of SBC strategic priorities: awareness of our environment, allowing people to get out onto the water and see it first hand; tackling deprivation and creation of opportunities that will support better physical and mental health, engaging with the local community and awareness of opportunities available to them.</p>
<b>Supporting papers attached?</b>	No
<b>Total project expenditure:</b>	<p>Tools &amp; Materials (equipment, materials and timber to build the boats) - £10,650.00          Tuition costs (skilled &amp; qualified tutor to deliver training/supervision) - £14,040.00          Programme management (planning, management, evaluation &amp; reporting) - £6,500.00          Other – (venue hire, insurances, office supplies, H&amp;S kit etc) - £2,968.00</p> <p><i>(Quotations/estimates/Invoices have been viewed for the following - tuition fees for Q2 2021, insurance renewal quotation, a copy invoice from Biffa showing monthly refuse collection fees and the licence agreement with Faversham Creek Trust showing both the monthly fee which the applicant would like to secure funding for the next 12 months and the support in-kind offered by the trust by offering a discount.)</i></p> <p>Total - £34,158.00 including VAT</p>
<b>Total project income (addition sources of</b>	<p>Cash (direct public support – individual contributions) £1,224.98          Cash (grant funding – SBC, FCT, FTC, KFC, Bensted's) - £13,398.50</p>

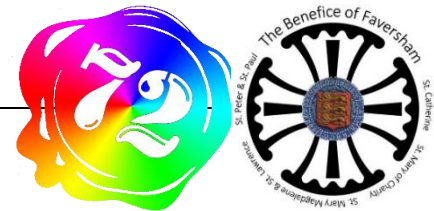


<b><i>income including cash/in kind):</i></b>	<p>In kind funding received:  Venue hire discounted by FCT - £1,000.00  Contribution of St Ayles Skiff kit £2,053.63 inc VAT</p> <p>Total income £14,623.48</p>
<b>Funding request:</b>	<b>£4,000.00</b>

Compiled by Janet Dart, Interim Area Committees Coordinator

Date: 5 March 2021

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### *Proposal to explore joined-up youth engagement*

Dan Corcoran has been in Faversham since September 2019 as a Community Priest which means that his main focus is out there in the community, sharing conversation with community individuals and groups and service users, including children, young people and families. An integral part of the role reaches out to schools, youth and children's groups.

He comes from a career which combines literacy development in schools, welfare information in the community and youth work in inner city and outer estates in Manchester, Croydon and Nottingham over 30 years.

#### **Commissioned survey Engagement with children and young people and dissemination of results £2,500**

Dan says: ..."I'm often excited to see all the amazing tireless community development work carried out by councils, agencies, businesses and the voluntary sector – across all ages, due to my background with children, young people and families, I'm finding myself involved in discussing the youth development scene in Faversham and surrounding areas, particularly as we have two mobile youth centres which are proving very popular and since lockdown and Tier 4 restriction we're still active in terms of detached provision across Faversham on a Friday night. This is a partnership with Swale Youth and KCC and Kent Police working with all those who hang out there, but also being mindful of County Lines activity.

What I frequently notice, is that in the area wonderful children's and youth provision is often carried out in silos with little joined up approach. I'm currently exploring this concern. We found in Nottingham and other areas that a **network** of anyone working with children and young people and the young people themselves, means that there's added effectiveness in how **together** we can reach children and young people from all demographic areas therefore including tackling deprivation and equal opportunities and effectively knowing our impact"

Such a network can together gain up-to-date **understanding** of young people's current concerns, anxieties, aspirations and needs which will help facilitate and empower local young people to play a part in **shaping youth provision**. *The Children's Society's* quantitative/qualitative model for their annual *Wellbeing Report* is helpful in assessing local dynamics and assessing priorities in **partnership** with local schools and agencies. Together with others we envisage a partnership with Brogdale CIC (who offer a wide portfolio of quality children's and young people's provision) this will be critical in each of the three streams. This analysis will prove extremely useful for future growth, but as with all things needs investment.

### **Creating a children's/youth network for communication, collaboration & celebration: £2500**

**Creating an ongoing partnership** between young people themselves, clubs, Uniformed Organisations, Youth Parliament, Schools, Agencies, Health, Housing, Police, Churches – all those working with children and young people – this will encourage **communication, collaboration and celebration** regarding children's and young people's development. Much quality provision for children and young people is often offered in silos with little or no connections. Through experience of establishing such a network, a joined-up approach enables greater engagement with existing quality services, **identification of gaps** in provision and more **targeted services** being offered, such a network would also offer:

- a. Ongoing opportunities for children and young people to have more of a **voice and engagement in the community**, locally and beyond.
- b. Ongoing opportunities to **recognise and celebrate** where children and young people "go extra miles" (**GEM**) in society. Dan created the GEM awards back in 2012 while up North, they proved to be a great aspirational, esteem builder. Children and young people are too often automatically maligned by society and an ongoing youth awards scheme, fuelled by this network approach, can produce a **culture of kindness** to which young people can **aspire**. This can lead to raised **self-esteem**, a more positive trajectory through life and even **crime reduction and prevention**.
- c. Training for future life skills, discussion regarding local issues and funding opportunities to create sustainability for ongoing development.

### **Mobile games equipment and hospitality for local neighbourhood youth engagement £5000**

**A mobile approach** to children's and youth engagement - where the engagement comes to the young people's neighbourhood - creates natural **community** and opportunities for open conversation without the issues associated with crossing the threshold into centre-based services, particularly during uncertain times. In time, such grassroots neighbourhoods are **empowered** as they play host to *their* mobile provision increasing **wellbeing, hope and purpose** on the doorstep. From experience in Nottingham and Faversham, there is value-added in both the large 72 bus and the less expensive to run GEM trailer unit, visiting and building community in areas that can feel forgotten as a grassroots mobile team provides **safe, welcoming spaces**, hot chocolate and indoor/outdoor activities to children and young people including table games, sport, game consoles, key skills training and creative arts. All these areas need continuous funding.

***This proposal, for a total £10000, offers an ongoing partnership exploration – engaging the young people in the process – to create a well-researched, sustainable, community - empowering mobile youth and children's provision in local neighbourhoods where it is needed the most.***

15<sup>th</sup> February 2020

To whom may concern,

West Faversham Community Association (WFCA) is the proud operator of West Faversham Community Centre. WFCA is run by a board of local trustees, elected by its 900 local member residents, making every decision accountable to our beneficiaries in the community. The Board employs a staff team to deliver the strategy and run the day to day activities. Our Centre is open 110 hours a week over 7 days, hosting over 70 activities a week with 2900 users on an average week, peaking at 3,800 users in some weeks.

The charity aims to deliver its impact across 5 key areas of work over the next 4 years being;

- Increasing Engagement in Sports & Physical Activities;
- Reducing Loneliness & Isolation in the Elderly Population;
- Giving People Means to Gain Employment;
- Giving Positive Opportunities for Young People in the community;
- Faversham Pride and Building Community Cohesion.

Our community is predominately spread across two wards St Ann's and Davington Priory. Davington Priory (Swale15D) is an area of high deprivation, sitting in the top 10% of the most deprived nationally. In St Ann's, the picture is more complex, statistics are skewed by a stark contrast between private and social housing, housing some of the towns most deprived resident's. The Davington area is in the 10% most deprived for income affecting children, the St Ann's area is the lowest 20%. Although these figures give a strong picture, on the ground we see the level of impact on the lives of the young people whom are often outside in the parks in the evenings without any structured activities or stable home lives. As a food bank distributor we see many families suffering acute deprivation, and many users engaging in our services that lack skills and opportunity to progress.

We believe that everyone in our community should be given the best opportunities to become the best versions of themselves despite the background they come from. We therefore aim to provide services that will not only support individuals at times of crisis, or improving the quality of living in our community but also services that give people the opportunity to make a lasting change for the better for themselves and those they care about.

The centre is a hub of activities with a number of services being run under all of our key areas, from a community café offering 2 course lunches for £5.50, to fitness classes for those with mobility issues, and from youth clubs to a CV clinic and drop in services. The charity's strategy is to develop into being self-funding through its social enterprise activities such as our community gym, barbers and fitness classes, however despite strong progress in the right direction, we are not at this stage yet and are seeking funding towards the direct costs of running our community operations totaling around £90,000 per year. (This excludes services such as the café and gym which are self-funding)

We are really proud of the work we do to support our community, but accept there is much more to be done to tackle the disadvantage some of our community face. I hope that you will agree the work we do is important and any support you can offer us in developing and expanding our impact would be greatly appreciated.

Regards

**James Browning, FCMI**  
**Chief Executive Officer**  
**West Faversham Community Association**

Registered Office: The West Faversham Community Centre, Bysing Wood Road, Faversham, Kent, ME13 7RH  
Registered Charity No 1139228, Registered in England and Wales No 7296070







## Local Stakeholder Engagement

Having prepared an outline network of routes, we would engage with local walking and cycling groups to review and validate the recommended network. We would recommend that this engagement is completed virtually with the stakeholders at a design workshop. Local engagement will be particularly useful to understand the existing network and off-highway routes such as Public Rights of Way (PROW) and Private Roads which would not be identified by the PCT and could provide alternatives to on-carriageway alignments.

In addition to engagement with local walking and cycling groups, we have allowed for discussions with key local stakeholders involved in the town's future developments. The feedback from the engagement would be used to confirm the preferred network which would then be audited on site. We would also capture general feedback from the engagement sessions that could be used in future other walking/cycling projects.

## Wider Engagement

PJA would produce a high-quality leaflet using Adobe InDesign and Illustrator which would summarise the proposed route alignments and could be used as a consultation document. Given the proposed budget and discussions with FTC, we have assumed that the wider consultation would be led by Adrian Berendt with PJA providing minor technical support when required.

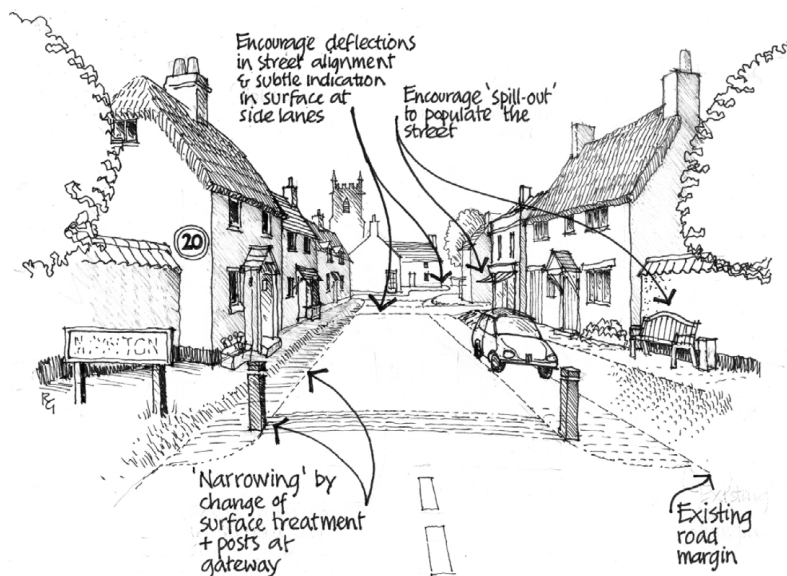


Figure 2: Typical 'Gateway' design recommendation from Traffic in Villages

It is important that the wider engagement gathers feedback on both walking and cycling measures, and also on more general issues that affect the routes. In our recent work in Tunbridge Wells, several locations were identified where a more holistic design approach was required to improve the quality of environment and public realm in village centres. We referred to the 'Traffic in Villages' design guidance as best practice to

inform design development in these locations, including Five Oak Green and Paddock Wood. We anticipate that the recommended network would be updated following the results from the Wider Engagement.

### Site Audits

We would visit each of the preferred route alignments to assess existing conditions for walking and cycling, and to identify future design improvements. Developing a site appreciation of the routes will be an essential step in developing the design recommendations. We would invite members of the local walking and cycling groups to join us for the site auditing as we feel this would be a good opportunity to gather further local inputs and also for the groups to better understand the auditing process.

We would use the DfT’s ‘Level of Service’ Assessment Tool from Local Transport 1/20 to provide a high level overview of each route’s performance. The LTN 1/20 also includes recommended design parameters for cycling which would be referenced in the design development (see Figure 2).

### Design Development + Final Report

We would develop ‘delivery plans’ for each alignment which would outline key findings and design recommendations for the alignments. Delivery plans will include precedent design examples to illustrate how the measures could be developed and provide high level indicative costings. The design recommendations are likely to include a range of measures including protected cycle routes, reduced speed limits, traffic calming, junction improvements, PROW conversions and development of low-traffic environments.

PJA are currently working with Tunbridge Wells Borough Council and the development of ‘Quiet Lanes’ is one of the study’s key design recommendations for the Inter-Urban network. These have been proposed on existing rural roads which already have low levels of vehicular traffic and would require relatively minor carriageway improvements to be made suitable for walking, cycling and equestrian access. The Quiet Lane designation would help to raise awareness and profile of the routes as suitable for walking, cycling and equestrians. The Quiet Lanes can be further reinforced with design measures and modal filters if required.



Figure 3: Example of Quiet Lanes in Bucklebury, Berkshire

As well as developing design recommendations for the individual corridors, we would recommend developing recommendations for different route typologies as this provides an alternative approach for the delivery of the recommended improvements. The below example from Tunbridge Wells illustrates how we categorised their 'Inter-Urban Routes' network using five different categories. The findings from the study will be summarised in a final high-quality graphic report using Adobe InDesign

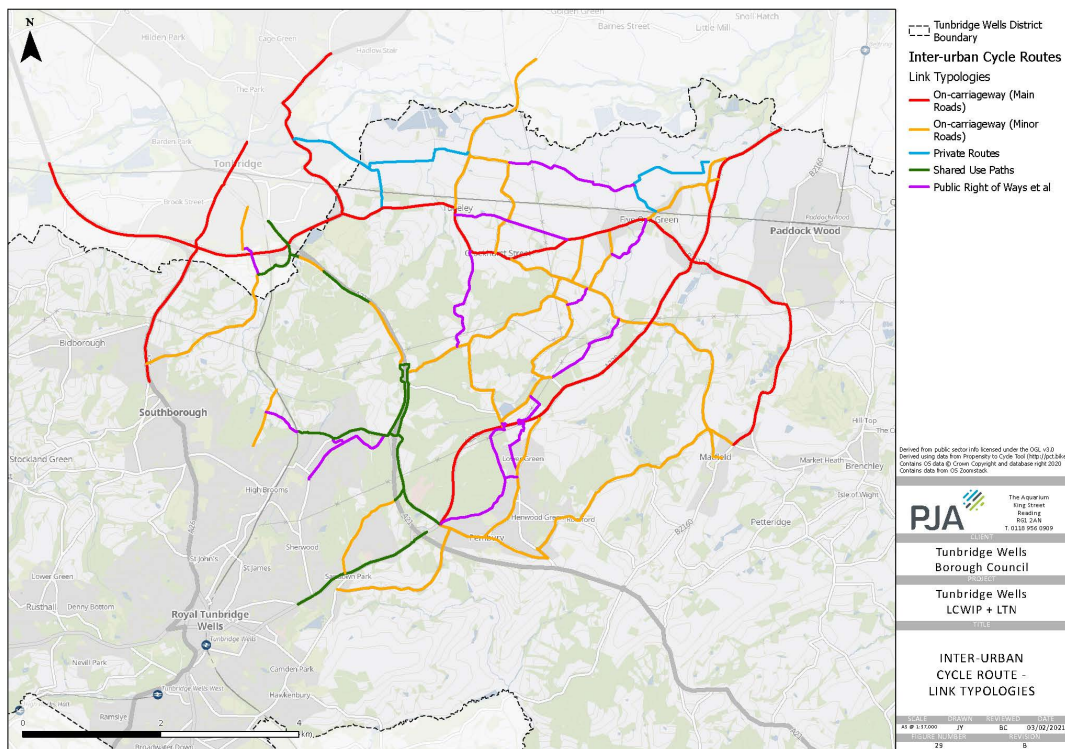


Figure 4: Overview of route typologies for Tunbridge Wells' Inter-Urban network

## Programme + Meetings

Given the ongoing COVID-19 circumstances, we have priced on the assumption of virtual monthly progress meetings with the Client Team and the supply of monthly progress notes to the client in advance of each progress meeting. Ideally, the Walking Audits would be completed on-site however we would have to review the situation nearer the time with regard to the latest COVID-19 restrictions (It is possible to complete the site audits virtually but obviously we would prefer to visit in person).

## Fee Proposal

The total cost for our proposal is **£9,750** (excluding VAT) and we have provided a more detailed breakdown below:

LCWIP Stage	PJA Fee (£)
Outline Network Development	£2,000
Stakeholder Engagement	£1,500
Wider Engagement (Led by AB)	£1,250
Site Audits	£3,000
Design Development + Final Report	£2,000
<b>TOTAL</b>	<b>£9.750</b>

Please note the following exclusions and assumptions associated with our lump sum fee:

- Attendance at meetings other than those specified in this document are excluded from our fee;
- We have assumed that the ‘wider consultation’ with the general public, interested organisations and parish councils would be led by FTC and Adrian Berendt with PJA providing minor technical support. However, this arrangement can be discussed with FTC nearer the time to confirm the preferred arrangement
- Excludes third-party costs for OS licensed mapping, traffic surveys, etc, it is assumed that if required these will be reimbursable.

Please also note that should the size or scope of the project alter, parameters of the study change resulting in abortive work, or the requirements of PJA inputs change as a result of data analysis, scheme costings, additional fees will be required. We have applied a 20% discount on our standard hourly rates for this submission in view of our ongoing relationship with Faversham Town Council. Our offer is subject to our receipt of your Purchase Order. Normally this should be prior to commencement. Our fees will be invoiced monthly in arrears based on the work undertaken. Our payment terms are 14 days. We assume this project will be completed to PJA’s standard Terms and Conditions which can be issued separately if required.

Yours sincerely



**Ben Coleman**  
Associate Planner

# Air Quality Work Proposal for Lynsted with Kingsdown Parish Council

Prepared by the Centre for Health Services Studies (CHSS)  
University of Kent, February 2021

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## 1. Executive Summary

Air pollution is an ongoing problem in both Teynham and in Lynsted, yet existing monitoring of NO<sub>2</sub> may not represent the worst-case scenario. Monitoring is absent entirely for particulates and at continuous timescales. We propose a one year regime of monitoring of annual NO<sub>2</sub> using diffusion tubes in locations not covered by the local authority, coupled with continuous monitoring for one year of NO<sub>2</sub> at locations in Teynham Parish as well as in Lynsted with Kingsdown Parish where public exposure is high. Fieldwork would commence immediately the legal limits on social contact imposed by Covid lockdown have been removed, although preparatory work would start immediately. Results of monitoring will be analysed by The University of Kent and compiled into a report.

Total cost of these activities: **£5707.20**

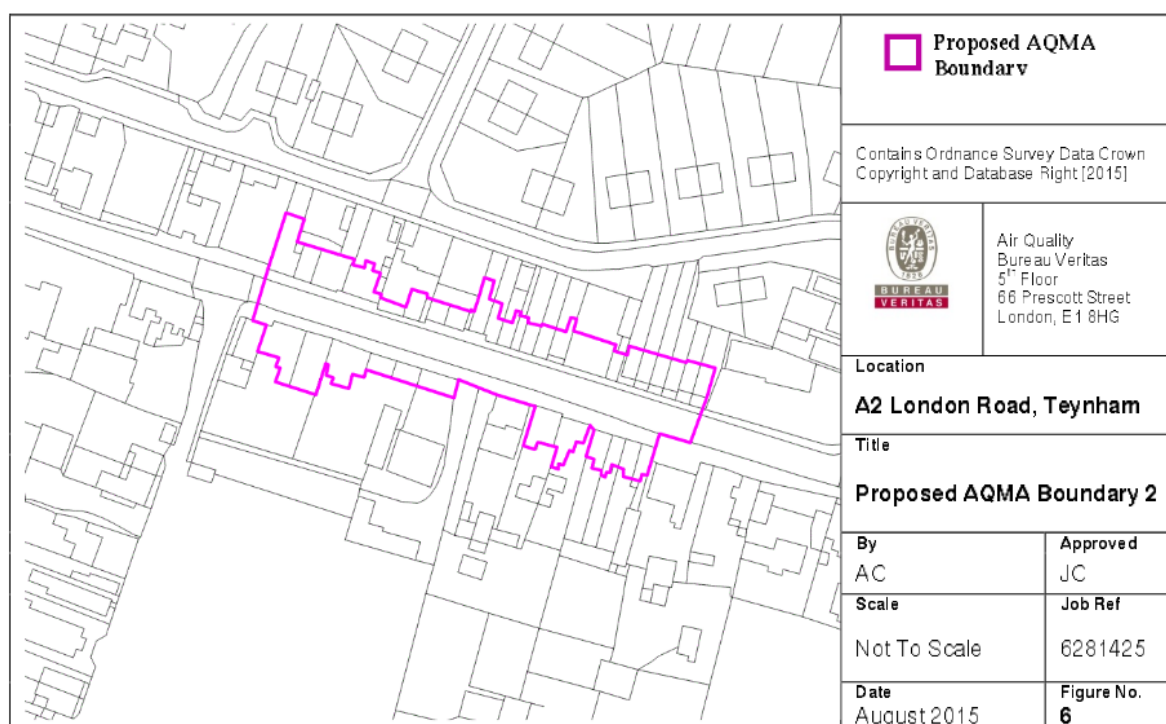
## 2. Problem outline

The health impact of air pollution is an issue in Swale Borough according to Swale Borough Council's (SBC) 2019 Annual Status Report [1] (section 2.3, page 15):

*“the fraction of total mortality which is attributable to particulate air pollution in Swale Borough increased from 5.6% in 2016, to 5.7% in 2017. This is above the average for both the South East region (5.6%) and England as a whole (5.1%). ”*

The 2019 ASR is the last ASR published by Swale Borough Council before the COVID-19 pandemic struck and hence can be considered representative of “normal” conditions.

Specifically in Teynham and Lynsted, NO<sub>2</sub> diffusion tube measurements have historically revealed locations that exceed the national limit for NO<sub>2</sub> of 40 µg/m<sup>3</sup>. As a result of this an Air Quality Management Area (AQMA) was enacted by SBC in 2015. This is shown in Figure 1.



**Figure 1** – AQMA5 in the Parishes of Teynham and Lynsted with Kingsdown as defined by SBC and enacted in 2015 (still in force).

This AQMA is quite narrow in scope and it reflects the spatial concentration of SBC's existing monitoring regime.

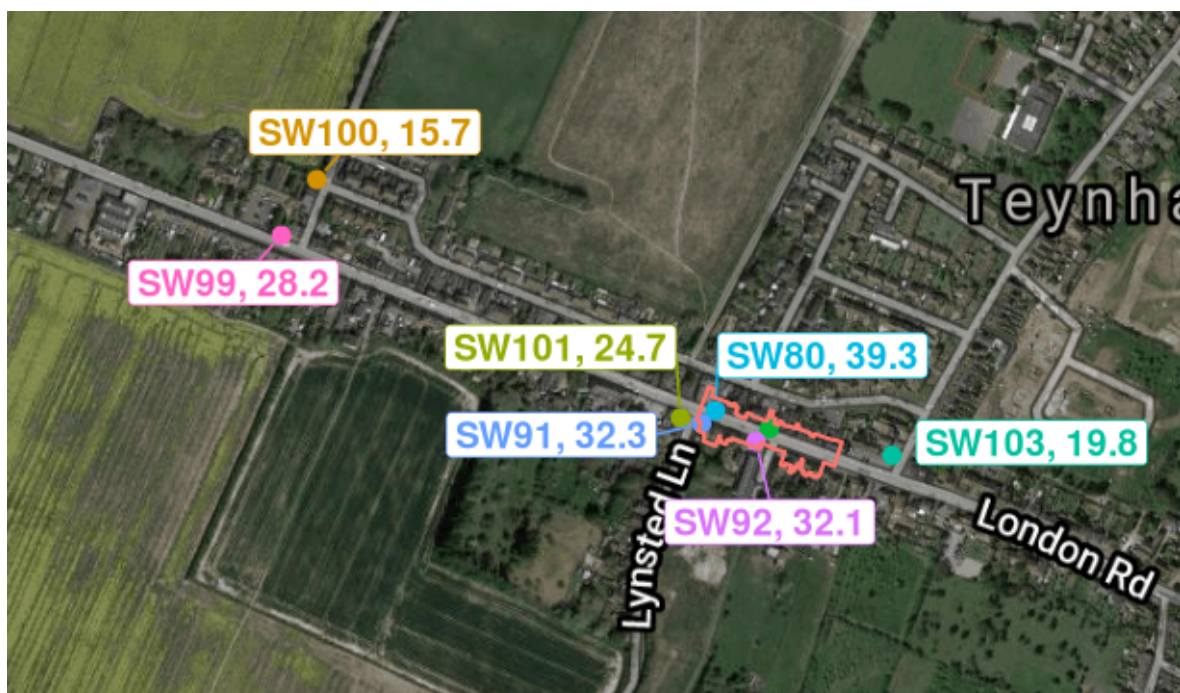
The purpose of this proposal is twofold:

1. To understand whether the existing AQMA fairly represents the pollution levels in the area along and around the A2 on the border of the parishes of Teynham and Lynsted with Kingsdown, and whether or not it should be adjusted.
2. To measure particulates since this pollutant is not currently measured, and understand the potential impact on human health.

### 3. Existing monitoring by Swale Borough Council

Swale Borough Council currently monitors NO<sub>2</sub> via the method of diffusion tubes along the A2 corridor that bisects Teynham and Lynsted, and some streets perpendicular to the A2. SBC does not currently monitor any other pollutants and the nearest continuous measurements are in Ospringe.

Using the data from SBC's 2019 Annual Status Report [1], Figure 2 shows the bias corrected and distance adjusted annual averages of the NO<sub>2</sub> sites in Teynham, the AQMA is approximated using a rectangle for reference.



**Figure 2** - Bias corrected and distance adjusted NO<sub>2</sub> annual means as measured by Swale Borough Council in 2018 (2019 ASR) for Teynham. The Teynham/Lynsted AQMA is approximated by the pink rectangle.

Figure 3 shows the same area but zoomed in on the AQMA area.



**Figure 3** - Bias corrected and distance adjusted NO<sub>2</sub> annual means as measured by Swale Borough Council in 2018 (2019 ASR) for Teynham, around the AQMA. The Teynham/Lynsted AQMA is approximated by the pink rectangle.

SW80 is within 10% of the national limit of 40 µg/m. The value bias corrected, but not distance corrected for 2016 was 42.1 for SW80.

The junction with Lynsted Lane should be considered a high-risk area that is likely to be close or above the national limit for the majority of the year.

## 4. Proposal

### 4.1. NO<sub>2</sub>

The overall proposal is to monitor at seven new sites for a period of 12 months. The locations are now discussed

Given that the junction area of Lynsted Lane shows such high values, it would be prudent to examine in more detail the NO<sub>2</sub> around Station Road as the measurement point SW103 may not be representative of conditions both sides of the road. It could be that conditions around station road are indicative of the need for an AQMA extension.

Given the sensitivity of SW80 and its relevance to the AQMA, it would make sense to co-locate two diffusion tubes here, with the objective of creating a diffusion tube triplicate with SW80 in order to understand the precision of measurements in the area.



As there is a lack of monitoring between Lynsted Lane and Frognal lane, and no A2 monitoring around Frognal Lane it seems reasonable to propose two additional tubes: one between Lynsted Lane and Frognal Lane and one before the junction with Frognal lane but on the A2.

The approximate locations for this monitoring are shown in Figure 4



**Figure 4** - Proposed locations (approximate) for NO<sub>2</sub> diffusion tube monitoring in Teynham/Lynsted. White diamonds show the existing local authority monitoring locations.

#### 4.1.1. TEYN\_1 - Opposite Station Road



Not ideal because of the turbulence effects of a corner, but other options are worse. Close to junction so should capture any queuing buildup.

#### 4.1.2. TEYN\_2 - At Station Road Junction



Cars queue on Station Road. Would be interesting to see what effect this has on the pedestrian walkway.

#### 4.1.3. TEYN\_3 and TEYN\_4 - Near Teynham Chinese (SW80 Swale Council point)

Local authority point SW80 is listed as 107 London Road which is Teynham Chinese. It isn't clear exactly where they mount the tube, although the grid reference appears to coincide with a signpost outside the adjacent address. A site inspection will be required to confirm. It is proposed to mount two tubes here in co-location with SW80.



4.1.4. TEYN\_5 - 82 London Road (Veterinary Surgery), Southside Substitute for 118 London Road



This is a southside substitute for 118 London Road since it is still past Lynsted Lane and thus outside of the current AQMA and is the nearest southside pole to 118 London Road that is suitably canyonised.

#### 4.1.5. TEYN\_6 - 145/147 London Road (Northside) Dft point



118 London Road (Crooked house) is on the Southside but there are not suitable mount points on the southside. Whereas 145/157 has a lamp-post outside. The point for the southside of the road could be moved up (see TEYN\_6)

#### 4.1.6. TEYN\_7 - Frogmal Lane



SBC already monitors NO<sub>2</sub> at the lamp-post just past Frogmal Lane so it wouldn't make sense to duplicate that. Instead the lamppost outside 154 could be used. If this proved to be an issue, then the telegraph pole outside of 150 could be used.





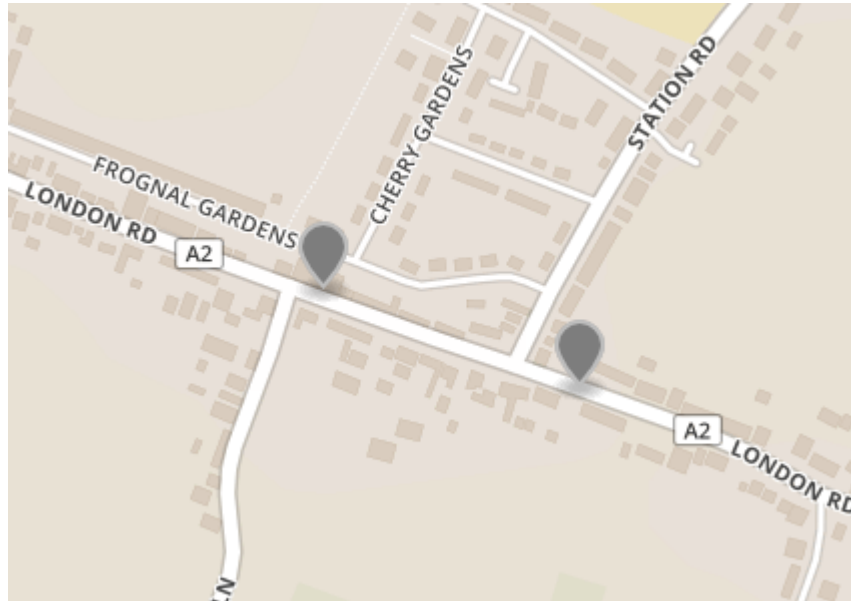


There are two potential locations near Frogmal Lane, either the lamp-post to the west, or telegraph pole to the east. The former is preferred on the assumption that the building works have been completed and the lamp-post now fronts a building.

## 4.2. Particulates

Given the complete absence of particulate monitoring in Teynham/Lynsted, we propose to get an estimate of particulate values through roadside monitoring using citizen-scientists and the loan of our equipment.

The junctions with the A2 of Lynsted Lane and Station Road would seem like sensible locations. The proposed locations are shown in Figure 5



**Figure 5** - Proposed locations (approximate) for citizen-science driven particulate monitoring.

### 4.3. Continuous monitoring

There is no continuous monitoring conducted in the Teynham/Lynsted AQMA, but the area has shops and bus-stops where people spend significant amounts of time.

To address this, it is proposed that a continuous monitor be mounted in an area of high footfall in Teynham/Lynsted for a period of one year.

Three Clarity continuous air quality monitors [2] shall be purchased for this purpose. The device is illustrated in Figure 6



**Figure 6** - Clarity continuous monitoring unit mounted to a pole

One monitor shall be co-located with the Ospringe Roadside 2 reference site, a continuous monitor maintained by SBC. This will serve to calibrate the monitoring against a known reference site with similar conditions as Ospringe Roadside 2 is on the A2 before Teynham.

The second and third monitors will be mounted in Teynham/Lynsted at a location of high footfall. It is proposed that one location be the Co-Op convenience store, but the exact location will be subject to the physical mounting constraints encountered (to be managed by Lynsted with Kingsdown Parish Council). The location of the third monitor will be subject to site investigation by Lynsted with Kingsdown Parish Council.

Figure 7 shows the relative locations of these proposed sites.



**Figure 7** - Relative locations of proposed continuous monitoring sites

Figure 8 - shows the ideal location (approximate) for continuous monitoring in Teynham/Lynsted.



**Figure 8** - Proposed location for continuous monitoring (approximate) in Teynham/Lynsted

The Co-op outside of which it is proposed to locate site B spans the boundary of the AQMA, it would be useful therefore to ensure that the mounting point is considered “within the AQMA” if possible.

Site C location is nominal, for illustration purposes only. Exact site location is TBD.

## 5. Traffic consultant

The Parish Council will hire a qualified traffic consultant at its own expense to provide an independent assessment of the local traffic with specific regard to the impact of proposed cumulative development on the traffic travelling through Teynham/Lynsted area and the AQMA.

## 6. Conditions of quote

The quote provided here is given on the assumption that Lynsted with Kingsdown Parish Council or delegated persons agree to the following responsibilities:

1. Mounting of and monthly exchange/mailing of diffusion tubes.

2. Mounting of continuous monitoring units and associated administrative tasks (obtaining permission from owner of mounting point)

## 7. Costs

<b>NO2 diffusion tube monitoring</b>			
<b>Item</b>	<b>Unit Cost (GBP, inc VAT)</b>	<b>Num Units</b>	<b>Line Cost (GBP, inc VAT)</b>
NO2 tubes	10.00	84	840.00
Tube clip	2.00	7	14.00
Tube strap	2.00	7	14.00
Initial setup + training	30.00	0	0.00
<b>TOTAL</b>	-	-	<b>868.00</b>
<b>Continuous pollutant monitoring</b>			
<b>Item</b>	<b>Unit Cost (GBP, inc VAT)</b>	<b>Num Units</b>	<b>Line Cost (GBP, inc VAT)</b>
Clarity unit	1000.00	3	3000.00
<b>TOTAL</b>	-	-	<b>3000.00</b>
<b>CHSS staff time</b>			
<b>Item</b>	<b>Unit Cost (GBP, inc VAT)</b>	<b>Num Units</b>	<b>Line Cost (GBP, inc VAT)</b>
CHSS AQ report (staff time)	1839.20	1	1839.20
<b>TOTAL</b>	-	-	<b>1839.20</b>
<b>TOTAL</b>	<b>5707.20</b>		

## 8. References

- [1] Swale Borough Council, '2019 Air Quality Annual Status Report (ASR)', Jun. 2019 [Online]. Available: <https://kentair.org.uk/Pagesfiles/Swale%20ASR%202019-%20final.pdf>
- [2] 'Clarity Movement Co. | Low-Cost Air Quality Monitoring & Measurement'. [Online]. Available: <https://www.clarity.io/>. [Accessed: 21-Feb-2021]

## Tree and hedge planting ideas for Oare Parish Council

### Hedging along the Street:



1. Hedging of mixed, native species for increasing biodiversity and providing a thick screen. 140 plants required, planted at a density of 5 per metre. We recommend they are planted with bamboo canes and rabbit guards, and these are supplied plastic free.

**£308.00 incl VAT**

2. Trees for both these locations, to include those that provide habitat and benefit to wildlife. I would recommend the following:
  - Crab Apple – John Downie 2-3 year old tree
  - Rowan – Sorbus 'Autumn Spire' 2-3 year old tree
  - Damson – Farleigh 2-3 year old tree.

**£115.50 incl VAT (inclusive of tree stakes, ties and rabbit guards)**

3. Bulbs and wildflowers – We have a good range of native, organic bulbs which we have now potted up but can be planted in spring 'in the green' alongside wildflower plants. The wildflowers can be established by sowing direct with seed in patches, in the early spring or planting plug type plants, also in the spring.
4. Hedging on opposite side of road. Hedging of mixed, native species for increasing biodiversity and providing a wildlife corridor. 250 plants required at 5 plants per metre. We recommend they are planted with bamboo canes and rabbit guards, and these are supplied plastic free.

**£550 incl VAT**

**Play area and recreation ground:**



1. Hedging of mixed, native species for increasing biodiversity and providing a wildlife corridor. 325 plants are required here with 5 plants per metre. We recommend they are planted with bamboo canes and rabbit guards, and these are supplied plastic free.

**£715 incl VAT**

2. Orchard – A line of a mixture of fruit trees which don't grow too big and will produce suitable crops which are easy to maintain. This length of space is 100m and with spacings of 10m between each fruit tree, 10 trees could be planted which will look really good in this space. Would recommend the following varieties:

Apple – Worcester Pearmain 3-year-old tree  
Apple – Laxton's Superb 3-year-old tree  
Pear – Conference 3-year-old tree  
Pear – Doyenne du Comice 3-year-old tree  
Plum – Marjories Seedling 3-year-old tree  
Plum – Victoria 3-year-old tree  
Quince – Vranja 3-year-old tree  
Crab Apple Red Sentinel – 3-year-old tree  
Cherry – Sunburst 3-year-old tree  
Cherry – Napoleon 3-year-old tree

**£385.00 incl VAT (inclusive of tree stakes, ties and rabbit guards)**



## Colegates close planting:



Row of tree – there is space for 6 trees in this space, planted 5 metres apart. I would recommend the following:

- 3 Ornamental cherry – *Prunus schmittii* – Half Standard trees 4 years old
- 3 Crab Apples – *Malus Golden Hornet*

**£261 incl VAT (inclusive of tree stakes, ties and rabbit guards)**

All the above suggested trees are recommendations and can be changed if other species are preferred.

**Total for supply: £2334.50**

**Planting (if required): 3 days work. £360 incl VAT = £1080**

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