



AGENDA

SITTINGBOURNE AREA COMMITTEE MEETING

Date: Tuesday, 8 June 2021

Time: 7.00 pm

Venue: Virtual Meeting Via Skype*

Membership:

Councillors Derek Carnell, Simon Clark, Steve Davey, Mike Dendor, Tim Gibson, James Hall, Ann Hampshire, Ken Rowles, Roger Truelove, Ghlin Whelan and Tony Winckless.

Quorum = 3

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 on Monday 7 June 2021.**

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1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for Absence

4. 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 Interests (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 meeting 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.

5. Minutes

To approve the [Minutes](#) of the Meeting held on 9 March 2021 (Minute Nos. 514 – 522) as a correct record.

- | | | |
|-----|--|---------|
| 6. | Matters arising from previous meetings | 5 - 8 |
| 7. | Periwinkle Water Mill Site | |
| 8. | Options for Roman Square & Square opposite Swale House | 9 - 12 |
| 9. | Sittingbourne Tennis Club | 13 - 22 |
| 10. | Sports Facilities | |
| 11. | Public Forum | |
| 12. | Local issues to be raised | |
| 13. | Update on Area Committee Review | |

14. Funding
15. Matters referred to Committee by Cabinet
16. Matters referred to Cabinet by Committee

Issued on Friday, 28 May 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 Committee, please visit www.swale.gov.uk

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

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Sittingbourne Area Committee meeting: 8 June 2021 – Matters arising

Item	Who initiated?	Background	Progress on actions
Brown tourism signs	Cabinet Member for Planning	<p>To commence an audit of existing local brown signs - 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>The Chair commented at the last meeting he would like to discuss the audit with Committee Members further as some signs may be both area specific as well as Borough wide.</p>	<p>Update provided by the Head of Housing, Economy and Community Services:</p> <p>The Brown Signs audit for the borough is not underway as yet as it is programmed in for a later stage of delivery of framework Year 4 (currently in Year 2). This is to enable other actions to take place which will identify and support the businesses and develop the offer. We will then be in a stronger position to identify where signs are required and also where the signs are no longer appropriate. Work is underway in the Town Centres to review wayfinding and street clutter and brown signs will be reviewed as part of this work.</p>
Primary, secondary and further education	Committee member	<p>Swale BC have been in discussions with Kent County Council regarding secondary school provision in Swale. It is suggested that the Committee hold off any consideration of this issue until matters become clearer.</p>	<p>Cllr Bonney has been invited to attend to give an update.</p>

Exploration of issues facing ward members in Sittingbourne area	Committee chairman	<p>Area Committee Chairman to explore issues arising in wards across the Sittingbourne area.</p> <p>Once it becomes possible, the Chair is happy to do ward walks should any Ward Councillors request one.</p>	The Chair will give a verbal update.
Sittingbourne town centre regeneration scheme	Member of public	Implementation of this scheme has been regularly reviewed by the Council's Scrutiny Committee for many years. It was proposed that the Committee receive the same written report that the Scrutiny Committee receive.	<p>There have been no further reports taken to Scrutiny since March. This item will be brought back in September when the next report will be available. However, the Chair will give a verbal update.</p> <p>The Chair will also give a verbal update on a matter raised by a Member regarding an issue with Virgin Fibre Optic.</p>
Entrance to skate park and Dolphin Barge Museum	Committee member	<p>The skate park has now been handed over to Brogdale CIC to operate.</p> <p>The skate park received an allocation of funding from Sittingbourne Area Committee.</p>	The Chair will provide an update about a matter a member raised at the last meeting regarding rubble at the entrance which needed removing.
Heritage issues	Cabinet Member for Planning	Background: 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	So far no suggestions have been put forward for conservation area reviews.

		Member that the Area Committee may want to fund CA reviews for areas which are outside of the planned programme of reviews in the Action Plan.	The Chair will remind those present to let him know if anyone has ideas for potential reviews.
Bomb shelter at Trots Hall Gardens	Committee member	The Chair and Cllr Simon Clark had agreed to meet with Richard Emmett from the Historical Research Group of Sittingbourne to discuss further.	The Chair to give a verbal update.
Improvements to lighting in Milton Regis area	Committee Chairman	<p>It was noted that the clock had been reinstated in Milton Regis and the Chairman would be exploring how lighting in the area could be improved.</p> <p>The Chair will continue to explore this and will report back on Court Hall and the Library at a future meeting.</p>	The Chair to give a verbal update.
Swale Borough Council website	Committee member	A Member raised concerns about the difficulties residents and Councillors experienced when trying to navigate the Swale Borough Council website. Some items appeared to be 'buried' and took a number of steps to find. It was agreed that the Chairman would refer this matter to Cabinet.	The Chair attended Informal Cabinet on 26 April and set out the concerns raised at the last meeting. Officers explained the reason for the current design of the website and advised a survey is about to be launched so there will be opportunity for further feedback.

Items to bring back to a future Area Committee Meeting:

Item	Who initiated?	Action	Comments on progress
Signage around the town centre	Committee chairman	The Chairman had circulated a schedule of signage around the town centre and invited members to comment on whether they thought any needed changing.	There has been no feedback on this from members. The Chair proposes waiting until the signage in the town centre has been finalised and then bring it back to a future meeting to see if there are any gaps.

Sittingbourne Area Committee

Information Notes

on
Roman Square & Square Opposite Swale House
&
an update on Skatepark/Essential Land

Roman Square

Roman Square runs between the High Street and the Avenue of Remembrance with the section between the High Street and Thames House pedestrianised. This square is one of the main routes leading between the High Street and Sainsbury's store for shoppers. The buildings fronting the square are looking tired and unmaintained and there are several examples of prolific weed growth on the building frontages and within the guttering. The whole of Roman Square including the pedestrianised section is KCC adopted highway and therefore maintenance responsibility for the footway and carriageway surface, and any tree/shrubbery areas is with KCC.

A large housing development is proposed with possible construction access off of Roman Square opposite Thames House. S106 monies is currently being finalised through the planning process however this does not include improvements to Roman Square itself including the pedestrianised section other than changes needed for access to the site.

Currently as part of the Capital Projects work we have liaised with our cleansing team who have jet washed the two Roman Square monoliths and we are currently evaluating a tender return which includes painting of the lighting columns in the pedestrianised section of Roman Square. The 'arch' has not been included as part of the first phase of re-painting but will be included in a future phase.



Square/Plaza at junction of Bell Road and East Street

The latest draft SPD for Sittingbourne town centre identifies the location of this plaza as an enhanced hub area for outdoor public activity in the town with space that is exciting and thought provoking.

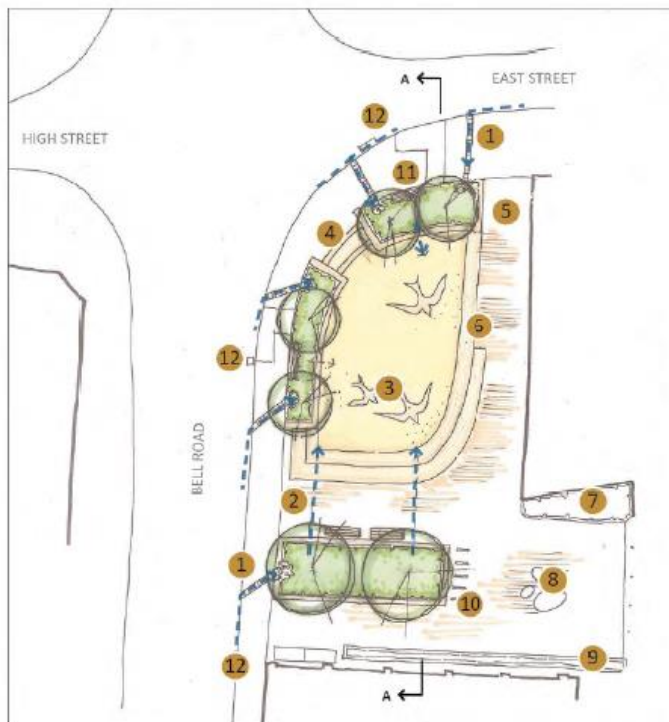
There is however concern from officers regarding the amount of anti-social behaviour that has previously existed within this square and there are serious reservations about installing seating and perches that may enable people to congregate and loiter and cause further disturbance to nearby residents and businesses.

The Illman Young report dated November 2015 investigated plaza options for this square however they were never taken forward at the time. These options can be used as a basis for developing a plaza that is fit for purpose and removes some of the concern with regard to anti-social behaviour.

Illman Young - Existing



Illman Young - Option A



Existing levels reduced to create a sunken attenuation area to take extreme events.

Run-off from road firstly flows through bioretention systems as first stage to reduce velocity.

Creates a performance area for the town and a real focal feature at the end of the high street.

- 1 Channel directs water from road to bioretention planter
- 2 Planter overflows to sunken plaza
- 3 Potential for contrasting resin to create distinct features/ incorporate art.
- 4 Steps into sunken attenuation area
- 5 Level access retained around edges of space
- 6 Steps to create informal amphitheatre style seating
- 7 Existing planting retained
- 8 Potential public art/informal play features
- 9 Existing brick planter retained
- 10 Proposed Sheffield SS cycle stands
- 11 Seating to street
- 12 Existing gully blocked to allow water to be directed into channel to bioretention planter, as well as other gulleys further up the street

Illman Young - Option B



Storage attenuation for stormwater provided in large bioretention planters and sub-base storage below new permeable paving

Informal shapes reminiscent of large leaves as 'green infrastructure' features and historic Sittingbourne barges create focal point with integrated seating.

A small stage allows area to be used for events.

- 1 Existing brick planter retained
- 2 Proposed Sheffield SS cycle stands
- 3 Existing block paving lifted and re-laid to falls
- 4 Bioretention planters (see typical section) with raised walls/cast stone surround to protect planting and create feature - level at inlet, lifting at centre of space
- 5 Proposed porous resin surfacing (see typical specification)
- 6 Bespoke grills over channel in footway
- 7 Hardwood timber seating fixed to edges of planter
- 8 Existing highway materials retained
- 9 Potential to uplight trees
- 10 'Stage' - Timber platform 500mm high can be used for seating/ lounging/busking. Hardwood timber construction, tree in SuDS planting pit below
- 11 Dished channel to direct surface flows into planter
- 12 Non SuDS planter
- 13 Existing gully blocked to allow water to be directed into channel to bioretention planter, as well as other gulleys further up the street

Illman Young - Option C



Storage attenuation for stormwater provided in large bioretention planters and sub-base storage below new permeable paving.

Irregular shapes reference the layered stages of industrial history within the town and allow routes through the space with integrated planting and seating.

An open central space allows for events or performances.

- 1 Existing brick planter retained
- 2 Proposed Sheffield S5 cycle stands
- 3 Existing block paving lifted and re-laid to falls
- 4 Bioretention planter
- 5 Proposed porous resin surfacing
- 6 Bespoke grills over channel in footway
- 7 Hardwood timber seating
- 8 Potential to upright trees
- 9 Open central space can be used for seating/lounging/busking or public art displays.
- 10 Level access retained around edges of space
- 11 Permeable buff paving to highlight seating areas

As any improvements relating to this plaza are likely to take some time to bring to fruition we will be replacing the existing planters with timber planters and planting.

Skatepark / Essential Land

Mill Skatepark under the management and ownership of Brogdale CIC, who continue to run and manage the skate park as per their management plan. Follow up meeting/grant monitoring meeting to be arranged by Community Services Officer.

Essential Living have been in for pre-app advice with planning officers. No recent update.

Business Plan for:



Sittingbourne Tennis Club

Situated at:
**Milton Regis Recreation Ground,
 Vicarage Road, Milton Regis ME10 2BL**

Revised: September 2020

Correspondence:
 c/o Club Secretary,
 4 Teal Way, Iwade,
 Sittingbourne ME9 8QU
 Tel: 07833 449071
 email: stc.clubsec@gmail.com

Chairman: Sachin
stc.clubchair@gmail.com

Secretary: Karen / David
stc.clubsec@gmail.com

Treasurer: Janice
Stc.clubtreasurer@gmail.com

Our Vision

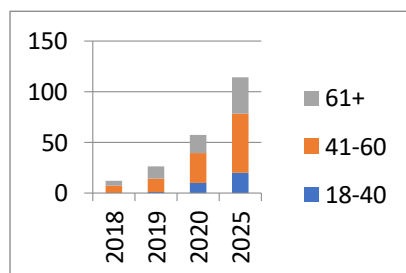
Our vision is to be the Tennis Club of choice in North Swale, making full use of the facilities available.

Background. Sittingbourne Tennis Club (abbreviated to STC) is a not-for-profit club, owned and managed by its members. It was formed in 2017 and moved to its current location in 2018 with about 10 regular players. Swale Borough Council (SBC) has given STC permission to use the three tennis courts at the Milton Regis Recreation Ground, Vicarage Road.

Tennis for Everyone. STC is a friendly club, and we are determined to provide a warm welcome to adults of all ages and any ability. We enable everyone to come and play social tennis, make friends, improve fitness and have some fun. We seek to resolve the problem – *“I would like to play tennis but I don’t have any partners to play with.”*

Constraint. Growth at this site is now constrained by the lack of a clubhouse / toilets, floodlights which are non-operational, and the courts have not been resurfaced for many years. We are in discussion with SBC to create a project to resolve these issues and to formalize our license agreement.

Adult membership – exponential growth – growth in each age group



Over the next 5 years we intend to make use of improved facilities, double our adult membership from 50+ to over 100, improve our training delivery, and provide courses for at least 30 juniors each week.

**Business
Overview (or
Mission)**

Tennis provision in North Swale. STC occupy the only usable and available tennis courts in North Swale. 80% of our membership lives within 3 miles and 90% in North Swale.

Welcome to Club Sessions. Mixed-ability club tennis sessions are provided where members can play social tennis, meet other members, make friends and improve both their tennis skills and fitness. Each of our 3 sessions each week is over-subscribed so more are needed.

Other activities.

For more competitive tennis we have just started a singles league which has three divisions and 18 players. Thus 9 matches are played each week throughout the year. These numbers will grow and a doubles league is under consideration. Also:

- Groups of Members plan and arrange their own meeting times.
- Members arrange family time to support junior training.
- Tournaments are arranged at least twice per year.
- Inter-club matches need better facilities.

Utilization of our 3 courts has increased from 0 to 80% of peak time (evenings and weekends) over 3 years. It will be impossible to meet the expected peak-time demand over the winter months without floodlights. We will promote some midweek day-time tennis to alleviate this pressure.

Junior Tennis Training. Constrained by lack of shelter and toilets. Once these issues are resolved then we will publicize our training courses to schools, clubs and the local population. We are actively developing our use of social media to publicize the presence of our club to a wider audience.

Opportunity.

- Following Covid-19 more people are working from home, and therefore they have more leisure time available. The government is promoting healthy lifestyles and fitness.
- Several large housing developments are in progress or planned within our catchment area.
- We know nine local families who have joined clubs in Maidstone and Gillingham solely because of the lack of good tennis provision in North Swale.

Each of these factors increase the size of our target market.

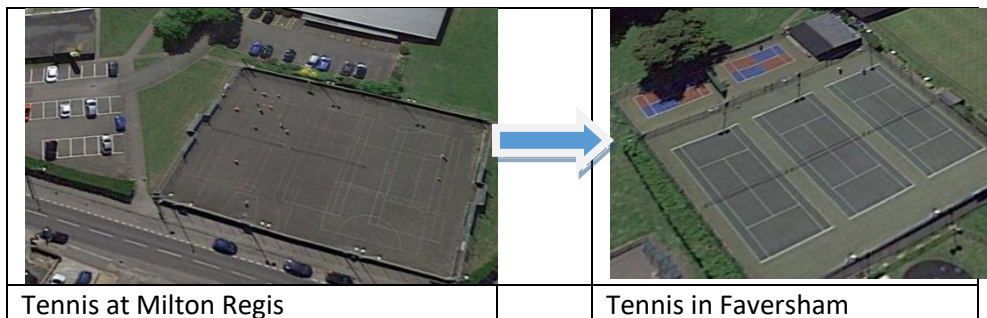
Pricing Strategy Currently we charge a nominal fee to cover our immediate expenses (insurance and minor maintenance) and this creates a small surplus. A formal license agreement with SBC will give STC longevity at this location and enable us to plan for our future. We expect our fees will increase to cover our extra costs (cleaning, moss treatment, court maintenance, advertising etc.), and to provide a surplus to cover more major repairs as they become due. Our future fees are likely to be in line with similar nearby clubs (eg Faversham and Bearsted), but considerably less than The Avenue in Gillingham.

Advertising and Promotion Over 3 years, we have seen our membership grow from 12 to 50+. Our usage of the courts has attracted enquiries from passers-by. And members have introduced friends and family.

The next step is to increase our visibility using a web-site and social media, as well as better signage on the courts.

The development and delivery of our training courses is under review. Then as soon as we have dates for the development project - we will actively market our training courses to local schools and other organisations.

Objectives To satisfy the demand for tennis in North Swale. Facilities need to be improved. Compare the facilities at Milton and Faversham as shown. Our aim is to achieve this transformation.



By 2025 we plan for an adult membership of 100, and at least 30 juniors in training each week. Court utilization will increase from over 70 hours per week at present to over 150 hours per week (mainly in peak times of evenings and weekends).

Progress towards these objectives is constrained by:

- The lack of a formal written license agreement with SBC to guarantee longevity.
- Non-operational floodlights to extend peak-time availability during the winter months.
- The lack of club-house / toilets – shelter and facilities are essential before training courses can be promoted to schools.
- Court resurfacing is needed to reduce accidents; to attract / retain the more skilled player and facilitate inter-club matches.

Our plan is to consolidate our existing membership over the next year or two, and promote more day-time off peak tennis. On completion of the projects below, our club will become more visible and membership will grow.

Action Plans

To meet our objectives we have set the following targets:

Target Date	Objective
Oct 2020	Strengthen STC Management Committee Use data from members to monitor court usage Hold a virtual AGM Set up a review of training, delivery, and courses Create a schedule to create and deliver social media Set up a project to deliver and manage a website
Dec 2020	Courts Development Project - Agree a final development plan with SBC & obtain quotes Formalise a written license agreement with SBC Install new signage and windbreaks
Jan 2021	Working with SBC, Source funds for project
Apr 2021	Complete Phase I – Clubhouse & court surface
Sept 2021	Complete Phase II - Floodlights
2022	30+ juniors in training courses each week
2025	100+ adult members

SITTINGBOURNE TENNIS CLUB Swale Tennis Centre (Milton)


Introduction

Local Councillors asked us to provide some background information about our club and its use of The Tennis Courts at Milton Regis Recreation Ground, Vicarage Road.

Timelines

Below are are series of charts to show Tennis development in Milton

The Courts

	Pre-2000	2001 - 08	2009 - 16	2017	2018/9	2020/21	2022 -23	2024 +
Tennis						55 - 80 25 - 55	80 - 90 + <i>STC Members</i> 68 @15th May 21	100+
Main Use	Tennis	Football	?	Silent	Tennis	Tennis	Tennis	Tennis
Sec Use	-	Tennis	Tennis	-	B2Run	B2Run	?	?

Surface	Good	OK	Wearing	With holes		Re-laid tennis hard surface, painted and lined for tennis	
Lights	Good		No lights	Not available / To be renewed		New LED Lights	
Clubhouse	OK			Not available / To be renewed		New Clubhouse / WC	
Nets	OK	OK	Just 2 nets - Ok for tennis		Stitched together	New	
O/s Fence	OK	OK	OK	With holes			

Used by:	Buildings and Courts are Leased to Gym Club		Courts returned to SBC	STC use allowed	STC	STC
Agreement	Lease		None	None	None	Lease needed

In 2017 SBC asked Swale Bowls to take over the Lease for the courts and allow STC to share their facilities, bar and toilets. **They refused.**

Multi-use Facility	In 2017 SBC allowed STC and B2R access to the courts.
	STC are a successful TENNIS CLUB, growing their membership exponentially (see above, and so members collectively are spending more time on the courts. STC has development plans to include more coaching, inter-club matches, and more tennis.
	B2R are a successful running club, coming onto court MON / THURS evening for about 4 x 4 week sessions per year. Currently they occupy 7.30 to 8.45pm
	In 2018/19 SBC received an expression of interest from a NETBALL Club. SBC made an outline plan to extend the facility to allow 2 Netball courts - superimposed on the 3 existing tennis courts; and add lights and clubhouse.
	Netball would require the facility for Sunday morning matches, and possibly an evening for training.
	In 2021 We hear SBC has been approached by a BASKETBALL CLUB to use the courts on a Wednesday Evening

Our Vision	To be The Tennis Centre in North Swale
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Court Schedule

1 May 2021

60 = Active Club Members - Adults (and increasing)

Court Usage

Weekly Activity

Time	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
8.00	COURT AVAILABLE FOR ARRANGED MATCHES						
9.00	COURT AVAILABLE FOR ARRANGED MATCHES						
10.00	COURT AVAILABLE FOR ARRANGED MATCHES						
11.00	COURT AVAILABLE FOR ARRANGED MATCHES						
12.00	COURT AVAILABLE FOR ARRANGED MATCHES						
13.00	COURT AVAILABLE FOR ARRANGED MATCHES						
14.00	COURT AVAILABLE FOR ARRANGED MATCHES						
15.00	COURT AVAILABLE FOR ARRANGED MATCHES						
16.00	Junior Coaching	Club night Adult Group Mainly A/B Players	Courts Available for singles matches & general play	Lunchtime Coaching	Courts Available for general play	Adult improvers Coaching	Social Tennis Adult Group Mixed Ability
17.00	Junior Coaching					Courts Available for Members and families	
18.00	Adult beginners & Rusty rackets Coaching			Club night Adult Group Mixed Ability			
19.00							
20.00	COURT AVAILABLE FOR ARRANGED MATCHES						
21.00	COURT AVAILABLE FOR ARRANGED MATCHES						
22.00	COURT AVAILABLE FOR ARRANGED MATCHES						

Light Blue	Low Usage
Medium Blue	Medium Usage
Dark Blue	High Usage
Yellow-Green	Coaching
Red	Club Sessions

Growth Table

Peak Hours	
Mon - Fri	16.00 - 20.00
Sat - Sun	09.00 - 18.00
= 114 Court Hours	

STC Membership - Do you know?
~ International - Members from at least 9 countries
~ Two main objectives - Have fun Make friends
~ Active sociable tennis for everyone. Any age - All abilities
~ Please help us

Members Activity - each week **		
Activity	% of membership	Court Usage (hours)
Club Sessions	60%	36
Adult Coaching	25%	10
Junior Coaching	N/A	15
Private Play	35%	10
Singles Matches	50%	30
Parent / Child	25%	15
TOTAL COURT USAGE		116 ##

Age Profile

Only 25% of members > 65

Please be aware that sharing court space with another sport will create some problems:

- Nets** Net removal, replacement, damage to winding gear, storage, health & safety issues.
- Lines** Line confusion especially for older players (some with the start of dementia)
- Tennis Time** Reduced peak-time availability for singles matches, inter-club matches and general play.
- After-school Tennis** As more families are playing tennis, our aim is to make more after-school coaching sessions available

~ Tell us another successful tennis club which shares its court space with another sport.

~ More members desire dedicated courts in North Swale.

~ More houses increase the demand for tennis in North Swale.

~ How many active members do we need for SBC to consider that STC are making full use of this facility?

** Actual usage will be less due to weather, injuries, etc.

Lower usage in Dec, Jan, Feb is expected.

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Proposed Court Schedule Plan for 2024

May 2021 - 68 = Active Club Members - Adults

(and increasing)

Sept 2024 = Target of 100 -125 Members

Court Usage

Weekly Activity

Time	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
8.00	Year 2024						
9.00		Tennis for Disabled and Carers				Junior Coaching	Social Tennis Adult Group Mixed Ability
10.00						Junior Coaching	
11.00						Teenage Coaching	
12.00	Cardio tennis	Courts Available for arranged matches		Lunchtime Coaching		Adult improvers Coaching	Courts Available for Members and families
13.00							
14.00			School visits - introduction to tennis		POETS TENNIS DAY	Courts Available for Members and families	Members & Families OR Inter-club Maidstone League Matches
15.00							
16.00	Junior Coaching	Club night Adult Group Mainly A/B Players	Junior Coaching	Club night Adult Group Mixed Ability	Courts Available for general play		
17.00	Junior Coaching		Junior Coaching				
18.00	Adult beginners & Rusty rackets Coaching	Singles League Matches under floodlights	Match Practice OR Inter-club Maidstone League Matches			Courts available for arranged matches under floodlights	
19.00	Adult Improvers						
20.00							
21.00							
22.00							

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