

Agenda

Sheppey Area Committee Meeting

Date: Tuesday, 2 December 2025

Time 7.00 pm

Venue: The Criterion, 69 High Street, Blue Town, Sheerness ME12 1RW

Membership:

Councillors Andy Booth, Hayden Brawn, Angela Harrison, Elliott Jayes (Chair), Peter MacDonald, Peter Marchington, Lee-Anne Moore, Pete Neal, Tara Noe, Tom Nundy, Ashley Shiel, Mark Tucker, Mike Whiting and Dolley Wooster (Vice-Chair).

Quorum = 5

Pages

Information about this meeting

Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website by 1 December 2025.

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1. Emergency Evacuation Procedure

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

- (a) There is no scheduled test of the fire alarm during this meeting. If the alarm does sound, please leave the building quickly without collecting any of your possessions, using the doors signed as fire

escapes.

- (b) Assemble outside where directed. Await instructions before re-entering the building.
- (c) Anyone who requires assistance in evacuating the building, should make themselves known during this agenda item.

2. Apologies for Absence

3. Minutes

To approve the [Minutes](#) of the meeting held on 18 September 2025 (Minute Nos. 319 – 330) as correct records.

4. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves, their families or friends.

The Chair will ask Members if they have any disclosable pecuniary interests (DPIs) or disclosable non-pecuniary interests (DNPIs) to declare in respect of items on the agenda. Members with a DPI in an item must leave the room for that item and may not participate in the debate or vote.

Aside from disclosable interests, where a fair-minded and informed observer would think there was a real possibility that a Member might be biased or predetermined on an item, the Member should declare this and leave the room while that item is considered.

Members who are in any doubt about interests, bias or predetermination should contact the monitoring officer for advice prior to the meeting.

5. Budget 2026/27

6. Sheerness Revival Project update 5 - 6

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

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

9. Public Forum

10. Pride in Place Programme

11. Swale Bus Partnership Forum 7 - 10

12. Matters arising from previous meetings 11 - 18

13. Local issues to be raised

14. Matters referred to Service Committee Chairs for consideration

Issued on Monday, 24 November 2025

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

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Sheppey Area Committee Meeting

2nd December 2025

Sheerness Revival Project Update

Project 1: Beachfields:

- Construction continues at pace with the steel frame and internal staircase erected. Internal works on all three demises continues and the new spaces are taking shape.
- Landscaping works have commenced with work to install the new footpath and reinstate the sculpture ongoing.
- New glazing at the centre will be installed early next year.
- The project has experienced several unforeseen structural challenges that had to be investigated and rectified as part of the scheduled works. This has resulted in a delay to the programme with completion now expected in Summer 2026.
- There are some changes to leisure provisions with studio classes temporarily relocating to the poolside and the Innerva suite being moved to a temporary location to allow for construction works to progress.
- Final finishes have been agreed with all parties for the individual demises and a succession of meetings will be held to run through the operational practicalities of the building, in preparation for reoccupation.
- Adventure Golf snagging was carried out in November and the course continues to be popular, contributing to increased footfall in the area.

Project 2: Sheppey College:

- The building is now weather tight with windows installed.
- Internal works continue over the coming weeks, with external features such as the blue roof being completed.
- Works to demolish the old registry office located on site are due to begin to allow for external works to start.
- The project is expected to complete in December and will be open to students from January 2026.

Project 3: Masters House:

- All three garages and the kitchenette/welfare unit are nearing completion.
- While the building works uncovered several structural issues, these were assessed with appropriate measures put in place to ensure the structures could withstand the weight of the new roof.
- Full completion is expected mid-December.

Communications and Engagement:

- Students from EKC Sheppey college currently studying construction were given the opportunity to visit the Beachfields site and witness the concrete ground floor slab being poured for the ground floor foundations. They also conducted a walk of the live site and shown a presentation on construction methods being used within the centre.
- Work experience opportunities for brick laying students have been secured. Mock interviews were held to allow for a fair selection process.
- Career progression booklet produced in collaboration with Etec, contractors completing work at the Healthy Living Centre, has been created for students at EKC secondary school.
- Upcoming engagement sessions for Health Suite and Leisure centre users have been coordinated with leisure operators and Etec to allow for a project update to be given.
- Beachfields contractor participated at the recent Employment Forum to showcase various construction opportunities and pathways available to students.
- Further engagements are due to be held with the wider community, including the elderly population, parents, families and young people in line with the leisure activities coming forward at Beachfields.
- Social media activity across a variety of platforms continues to increase with improved public engagement.
- Events planned for new year to celebrate construction completion at both EKC Sheppey College and Masters House.

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SWALE LOCAL BUS FORUM

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

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

In Attendance: Sharon Dormedy (SD) Minutes

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

NO	ITEM	ACTION
1.	Welcome, Introduction and Apologies	
1.1	Apologies received from Alastair Gould.	
2.	Minutes of Local Bus Forum – 29 July 2025	
2.1	The minutes from the meeting on 29 July 2025 were agreed and the following updates given on outstanding actions.	
2.2	3.6 KCC colleagues had been passed concerns regarding home school appeals and budget. SP and DW to liaise after meeting regarding home to school transport for pupils from the Island to Faversham.	
2.3	6.2 KW advised feedback from Sittingbourne Area Committee related more to access on trains, rather than buses and ensuring dementia friendly timetables available. KW will consult with KCC following meeting.	
2.4	6.3 Ian Harrison in attendance and will update on S106 funds for bus services during the meeting.	
3.	KCC General Updates	
3.1	Dan Bruce presented the general update for KCC: New Chair to Enhanced Partnership Board – Spencer Dixon and introductory meeting held in August 2025 with future meeting being scheduled. Further round of full meetings of scheme boards expected for December linked to expected funding.	

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	• Visual breakdown of Capital/Revenue and BSIP Funding Position • Kent BSIP Delivery Headlines including: ○ Real time information – Phase 1 roll out being progressed ○ QR Codes installation programme commenced in September ○ Testing on Information Portal - finalising work to improve information and link into live information • Grants ○ District Shelter Grant – submissions being accessed ○ Community Transport Grant – closing end of September ○ Urban Bus Grant – Closing end October • Swale Initiatives including : ○ Bus Priority – Feasibility ○ Fares and Ticketing – Multi-Operator Ticketing Trial ○ Fares – KTS & Other promotions ○ Fares – SME Grants ○ Fares – Swale PlusBus scheme ○ Infrastructure – RTI 23/24 ○ Information – QR Codes ○ Information – Passenger Information Portal ○ ANPR Cameras – Great Easthall ○ Network – Service Support – 334 ○ Network – Service Support – 360 (Summer 2025) ○ Infrastructure – RTI 24/25 ○ Highways – Bell Rd / Sittingbourne Bus Hub ○ District Bus Shelter Grant ○ District Urban Bus Improvements Grant ○ Sheppey : Summer Sunday Service Pilot	
3.2	SP updated on the bus subsidy and services supported by: • KCC Travel Saver Capacity • KCC Bus Subsidy • BSIP Revenue Support – support 62 contracts. SP summaries the 7 services in the Swale area which would not operate without BSIP funding. SP confirmed if spare grant monies became available a criterion to priorities bus funding is applied.	
3.3	SP summarised the future ambitions for the network and the 2025-29 Delivery Plan	
3.4	RE advised the Summer Sunday 360 initiative had been successful and well used with approximately 700 journeys through the summer. RE confirmed the	

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

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	• School transfer issue, already discussed • Wheel chair users, access to bus stops needs improving. • Wrap around services, to hospitals, Maidstone could be improved.	
6.2	TW – Feedback from Sittingbourne Area Committee: • Evening Bus services needed • Additional Sunday Service needed – already discussed during meeting.	
6.2	AG submitted a question on behalf of Boughton Parish Council regarding the bus service towards Canterbury with students and pensioners not being able to get on busses due to congestion. CW will investigate and update AG	CW/SD
7.	AOB	
7.1	EW – To enable Stagecoach to monitor and fully investigate, complaints or issues should be logged by contacting https://www.stagecoachbus.com/help-and-contact/forms/complaint-form or calling : 0345 241 8000	
Next meeting: - Schedule for January 2026		

Sheppey Area Committee Matters Arising Report December 2025

New actions/issues and progress with ongoing actions

No.	Item	Background	Actions/updates
1.	Health facilities in the East of the Isle of Sheppey	Concerns were raised about the potential closure of the General Practitioners (GP) surgery at Eastchurch which would mean that residents will need to attend Leysdown surgery instead where there are already delays in getting appointments. Members suggested that a representative from the National Health Service (NHS) be invited to a future Sheppey Area Committee meeting.	NHS Kent and Medway were contacted who advised that no formal application had been received by the ICB for the closure of this site. If a practice wishes to close a branch surgery there is a defined process that must be followed. The ICB is responsible for reviewing any such application. This includes assessing the rationale for the proposal, the impact on patients and access to services, and ensuring that appropriate engagement and communication have taken place before any decision is made. The consultation meeting that was referred to at the Sheppey Area Committee meeting, was an engagement activity organised and led by the GP practice, not the ICB. The purpose of that engagement was to seek patient and public feedback ahead of any potential application being submitted to the ICB. If an application is received, the ICB will ensure that all relevant stakeholders, including local representatives, are kept

			informed and that there is appropriate opportunity for engagement. The message during the engagement session may not have been clear and that will be feed back to the practice to ensure communications accurately reflect that no decision has been made.
2.	Isle of Sheppey Growth Board	Councillor Mike Whiting proposed that an Isle of Sheppey Growth Board be set up to improve the prospects for economic growth on the Isle of Sheppey. This was supported by the Thames Estuary Growth Board. The ask of Swale was for funding to get the Island Board up and running. Swale could not spend money without it going through the relevant service committee. The cost of getting all that Growth Board expertise, together with their contacts in central government and the investor markets, would be £25,000 per year for two years. It was agreed that Sheppey Area Committee refer the proposal to set up a Sheppey Growth Board to the Economic and Property Service Committee.	A report on this item is going to the Economic and Property Service Committee on 29 January 2026.
3.	Barton's Point	Councillors requested that regular updates should be provided at future Sheppey Area Committee meetings under the Matters Arising item.	The Strategic Programme & Assets Manager advised a report to the Economy and Property Committee on the 8 October 2025 resolved that the future occupation and use of Bartons Point Coastal Park (as agreed on 19

			January 2023) be rescinded until further consideration of its potential by the Environmental Services and Climate Change Committee. A subsequent report to the Environmental Services and Climate Change Committee on the 12 November considered the potential options for the future and asked Members how they would like officers to proceed for the long term. Four headline options were set out, albeit that the report acknowledged this was not an exhaustive list and that those options presented will be interchangeable rather than exclusive. a) Continue to manage in-house with existing income generation from leisure activities, but with a management plan to preserve the habitat. b) Retain the land, limit leisure usage and focus on the use of the site for ecological benefit/habitat bank. Explore potential ecological enhancements through biodiversity credits. c) Explore external management opportunities with conservation organisations to run as an ecology education centre. d) Transfer the asset to a local organisation. The Environmental Services and Climate Change Committee agreed to form a task and
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			finish working group to consider the future of the site.
4.	Household Support Fund	It was agreed that the reports that go to the Cost-of-Living Group, come to Sheppey Area Committee.	The Community & Partnerships Manager advised that the Crisis Resilience Fund is replacing Household Support Fund as of April 2026 and we are still waiting on Government guidance which is due in January 2026. Further information will be provided at the February 2026 Sheppey Area Committee Meeting if available.
5.	Highway Improvement Plans	The KCC Divisional Member for Sheppey agreed to arrange a session with the KCC Cabinet Member and Deputy Cabinet Member for Highways and Transport, and SBC councillors and parish/town councillors on the Isle of Sheppey, to discuss highways matters.	Update to be given by KCC Councillor Maxwell Harrison.
6.	Heritage issues	Area of Special Control of Advertisements (ASCA) Swale Borough Council currently does not have an ASCA. Since the adoption of the Heritage Strategy in 2020 and subsequent Action Plans wherein a number of Conservation Areas have been reviewed, it has been proposed that in order to better manage and maintain Swale's historic environment and heritage, targeted ASCA can prove beneficial for conservation areas with a commercial centre. Any designation needs to be based on public consultation and must follow specific legal	The draft consultation document is estimated to be ready by winter of 2025.

		steps, including consideration of the order by the Secretary of State. Following an all members briefing in May 2024, it was agreed that a draft consultation document be prepared for approval by the Planning Committee, before undertaking public consultation.	
7.	Sheerness - Conservation Area Reviews	Regular updates on Marine Town & Mile Town Conservation Area Review and the Bluetown Conservation Area Review come to Sheppey Area Committee meetings.	Sheerness- Marine Town & Mile Town Conservation Area Review Press notifications to London Gazette and one local newspaper are now submitted. The final adopted version of the appraisal documents is envisaged to be published on the SBC website by mid-December 2025. The adopted map of redesignated Conservation areas with their changed boundaries are available on the SBC website. Sheerness- Bluetown Conservation Area Review Review of Sheerness Blue Town Conservation Area is estimated to start in spring of 2026 as part of Heritage Strategy- Action plan 2.
8.	Local Heritage List	The Selection Panel met on 17 October 2024; 278 nominations were presented out of which 150 were shortlisted to be designated as Swale's Local Heritage. The proposed designation list was presented to the Policy & Resources Committee on 27	At the Selection Panel meeting there were several deferrals. Also, the team have identified a few geographical gaps in terms of current nominations and wish to include some recommendations emerging from Conservation Area appraisal work. As such, an additional call for 'invitation to nominate'

		November 2024, wherein it was unanimously agreed to designate the shortlisted assets with addition of one more asset- taking the total to 151 designated assets on Local Heritage List. The majority of mapping work on SBC GIS system and associated data organisation that includes photo and brief description of each asset is now complete and published on the SBC website.	Local Heritage assets concluded on 31 October 2025, with the Selection Panel meeting estimated to be held before Christmas 2025, subject to Historic England's availability. Following that, it is anticipated the list would be updated every three years following a call for nominations and Selection Panel. The next one being scheduled for 2028. In addition to the above, a protocol for urgent designation of assets on Local Heritage was adopted at the June 2025 Policy & Resources committee.
9.	Area Committees Review	A review of Area Committees is currently underway and Area Committees were consulted during the summer round of meetings. The public, councillors and officers were consulted for their views.	The Member Working Group have reviewed the consultation responses, along with feedback from the sessions at Area Committee meetings. They have agreed 14 recommendations which are going to the Policy & Resources Committee on 26 November 2025 for consideration.
10.	Public Toilet Facilities Public Consultation	The public toilet consultation was carried out based the recommendations in the July Environmental Services and Climate Change Committee report. The public consultation lasted 12 weeks was opened to Swale residents, visitors, community groups and businesses to ensure as many people could take part. Everyone was encouraged to share their honest opinions, particularly from representative groups such as those with a disability, older people, families with young	Swale Borough Council Councillors agreed to new proposals to transform public conveniences. These new proposals expect to generate saving that can be used to ensure that the Council maintains financial stability and continue to deliver statutory services for our residents. Residents can now expect several public conveniences to be managed by Town and Parish Councils who are able to effectively

		children or those who are pregnant. There were also posters in all the public toilet facilities, posters in all Council offices along with paper forms, advertised on the Swale website and social media, shared with the local press, Area Committee presentations and directly contacting representative organisations (such as, Swale CVS, Age UK, Swale Seniors Forum, Freedom Centre and others). There were over 800 responses to the consultation; 60 of which were paper submissions and 752 online. All the feedback from residents, visitors, Area Committees, Community groups, Town/Parish Councils, letters and petitions have been collated and were presented at the Environmental Services and Climate Change Committee on 12 November 2025 along with recommendations.	keep public conveniences open and respond to local demand. We will also be working with local businesses to allow residents and visitors to use their toilet facilities free of charge. To participate businesses must be inclusive well-placed businesses with convenient operating hours, who will in turn receive contributions towards upkeep. To help residents and visitors be better informed about the locations of publicly accessible toilets, there will be information added to the Swale website and updated regularly. This will enable residents and visitors to plan their journeys more effectively, whether shopping, socialising, or visiting local attractions. Unfortunately, to achieve the expected savings, the toilets in poorest condition, most costly to operate and based on public options have to be closed. These are the Forum, Milton Regis and Whitehouse. In turn, in order to improve the condition of remaining toilets, while improving energy and water efficiency where applicable will be funded through the use of existing external grant funding like the UK Shared Prosperity Fund or the Council's reserves/capital funding
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11.	Swale Local Walking and Cycling Infrastructure Plan (LCWIP)	A public consultation was carried out to assist with the development of a Swale-wide Local Walking and Cycling Infrastructure Plan. Area Committees gave their feedback at the September 2025 round of Area Committee Meetings.	The LCWIP consultation closed on the 26th October 2025 with a total of 82 engagements ranging from paper responses, comments on map pins and on-line completions of the questionnaire. Currently, the feedback is being collated and analysed by consultants. Once this is done, necessary amendments will be completed and the report will go back to Committee for feedback. When the Committee is happy with the final report, this will then form part of the Council plan and can be cited for funding bids to start to design the routes in the LCWIP. A thank you to all that took the time to complete this complicated consultation.
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