

PARKS REPORT
RLA – 24 NOVEMBER 2022

Broomfield:

Uneven slabs on the footpath through Broomfield have been re-laid.

Repairs have been made to a damaged rope bridge in the play area.

Slabs have been laid in front of x2 benches.

Reparation works to the cricket square have been undertaken.

The shrubs at Neptune Park will shortly be cut back and tidied up.

As previously agreed, the corporate whip planting (hedge) taking place on 24 November and will be followed up by our own planting (approximately 430 whips)

Playground maintenance is ongoing.

Eagles Road:

The gate leading to Eagles Wood is scheduled to be re-hung:

A section of fencing will be replaced to see if it is possible to be carried out in-house.

The shrubs are scheduled to be cut back.

Heritage Park:

A large piece of concrete has been removed from the surfacing in the play area and infilled.

A fallen tree has been cut up and used to infill in area to deter ASB.

Playground maintenance is ongoing although this is minimal due to equipment being new.

Knockhall:

A broken boot scraper has been replaced.

Repair works to soft surfacing in the play area have been undertaken by a contractor.

The cargo nets in the play area have been replaced (from the Annual Safety Inspection).

A new hatch for under the changing rooms has been constructed.

Manor Park:

Hedge cutting / trimming has been undertaken.

Playground maintenance undertaken.

Spring bulbs planted.

Swanscombe Park:

X4 security boxes have been welded to the x2 containers.

The fire damaged soffits and fascias have been repaired/replaced on the old toilet block.

New shelving constructed and installed in van garage.

X1 replacement tree (Himalayan Birch) snapped in half.

Tennis has finished for the season and the nets taken down.

Planters / shrubs in picnic area tidied.

Spring Bulbs planted.

Bowls reparation work ongoing.

Memorial prepared for Remembrance Day.

The Parks staff / bowls toilets have been painted (internal).

Saxon Court:

Bulb planting has been completed.

The shrubs are scheduled to be cut back.

Playground maintenance is ongoing.

Valley View:

Bulb planting has been completed.

As previously agreed, the felled Horse Chestnut tree has been replaced with a Prunus 'Sunset Boulevard' (45L Heavy Standard, 12/14cm Girth).

Playground maintenance is ongoing.

Equipment / Staffing:

As previously agreed, due to corrosion the x2 older vans will be replaced.

All x3 vans have been serviced.

Unfortunately, there has been x16 days of absence due to ill health since October.

Recommended:

To note.

This page is intentionally left blank.

(A)

AGENDA ITEM 7.1
RLA 24/11/22

From: Connor Quirk <Connor.Quirk@remus-mgmt.co.uk>
Sent: 05 October 2022 15:46
Subject: RE: Reply: Knockhall Recreational Ground, DA9 9HJ

Hello xx,

Thank you for your prompt response to my email.

I understand the trees were very much in situ prior to the development being built. It does seem odd that they aren't on my managed land but I can only go off of the conveyance plan I've been provided.

I've raising the points you said about the fence, light and planting to the developer to see if it was them or the owner of the property. I believe the development is 2 years old now, so I'd likely assume this is the home owners doing.

From: Info <info@swanscombeandgreenhithetowncouncil.gov.uk>
Sent: 05 October 2022 15:31
To: Connor Quirk <Connor.Quirk@remus-mgmt.co.uk>
Subject: Reply: Knockhall Recreational Ground, DA9 9HJ
Importance: High

Dear Mr Quirk,

Many thanks for your email.

The Town Council will look into the ownership of this area but it is noted that the trees were in situ long before the development and the conveyance plan you provided shows that any development would have been fully aware of both the topography and proximity of the surrounding tree line when choosing the location of its development.

We do notice that there appears to be a wooden fence and plants that have been installed alongside the garage at 20 Parkwood and even a standing light/lamp, as well as new plants that have been planted in the grassed area (attached).

Would it be reasonable to assume that whoever installed these did so on their own land?

Yours sincerely,

Administration Assistant
Swanscombe & Greenhithe Town Council | Council Offices |

From: Parks <Parks2@dartford.gov.uk>

Sent: 04 October 2022 14:07

Subject: CONFIRMATION of Trees - In Dangerous Condition request - CML Ref : 312928

Good afternoon,

The below message has come into us but the tree referred to is not on our land. Its marked as Knockhall Playing Field, which I understand may come under your jurisdiction.

Kind Regards
The Parks Team
Waste & Parks Department
Dartford Borough Council
Civic Centre
Home Gardens
Dartford
Kent DA1 1DR

📍 Parkwood Hill
Greenhithe
Kent

DA9 9YD

===== ISSUE LOCATION ===== Street
Record Parkwood Hill Greenhithe Kent

===== ISSUE DETAILS =====
Reported Before: NO Previous Call Ref:

Category: Trees - In Dangerous Condition Trees - In Dangerous Condition - Trees need cutting back risk to life and property one came down friday evening needs removing. The biggest risk is to my garage at 📍 Parkwood Hill

These trees are a danger to property and risk to life. Winds on 01/10/2022 one has fallen this one did not cause any damage. They need cutting back access from parkwoodhill number 63.

PARKWOOD HILL
DA9 9YD



H. M. LAND REGISTRY

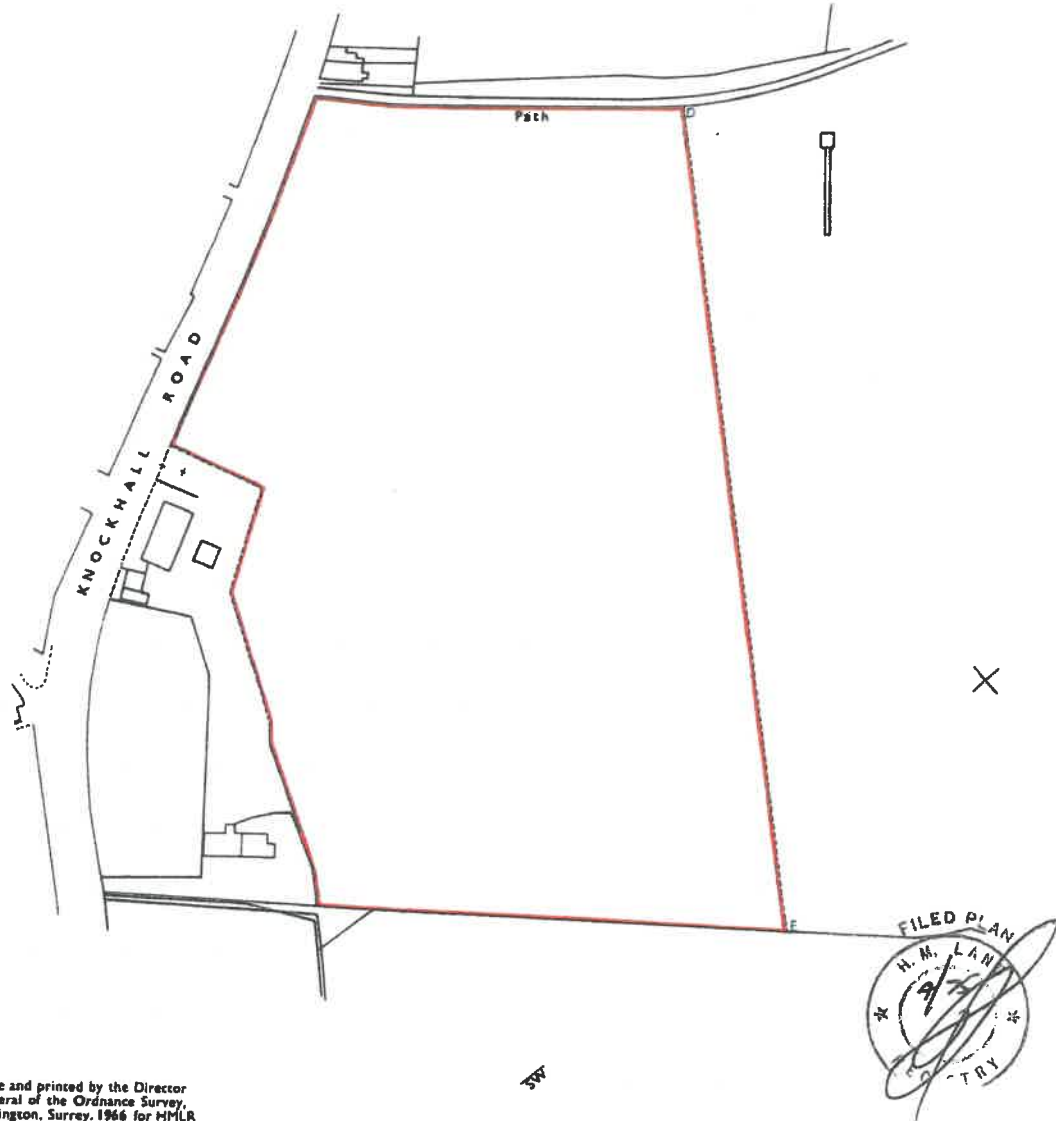
NATIONAL GRID PLAN
KENT

TQ 5974 NW

Scale 1/1250

DARTFORD DISTRICT

SWANSCOMBE PARISH



Made and printed by the Director
General of the Ordnance Survey,
Cheshington, Surrey, 1966 for HMLR
Crown Copyright 1966

TITLE No: K 42 784

This is a copy of the title plan on 3 OCT 2013 at 13:01:18. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.

This copy is not an 'Official Copy' of the title plan. An official copy of the title plan is admissible in evidence in a court to the same extent as the original. A person is entitled to be indemnified by the registrar if he or she suffers loss by reason of a mistake in an official copy. If you want to obtain an official copy, the Land Registry web site explains how to do this.

The Land Registry endeavours to maintain high quality and scale accuracy of title plan images. The quality and accuracy of any print will depend on your printer, your computer and its print settings. This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. See Land Registry Public Guide 19 - Title plans and boundaries.

This title is dealt with by Land Registry, Nottingham Office.

© Crown Copyright. Produced by Land Registry. Further reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number 100026316.

Untitled Map

Write a description for your map.

Legend

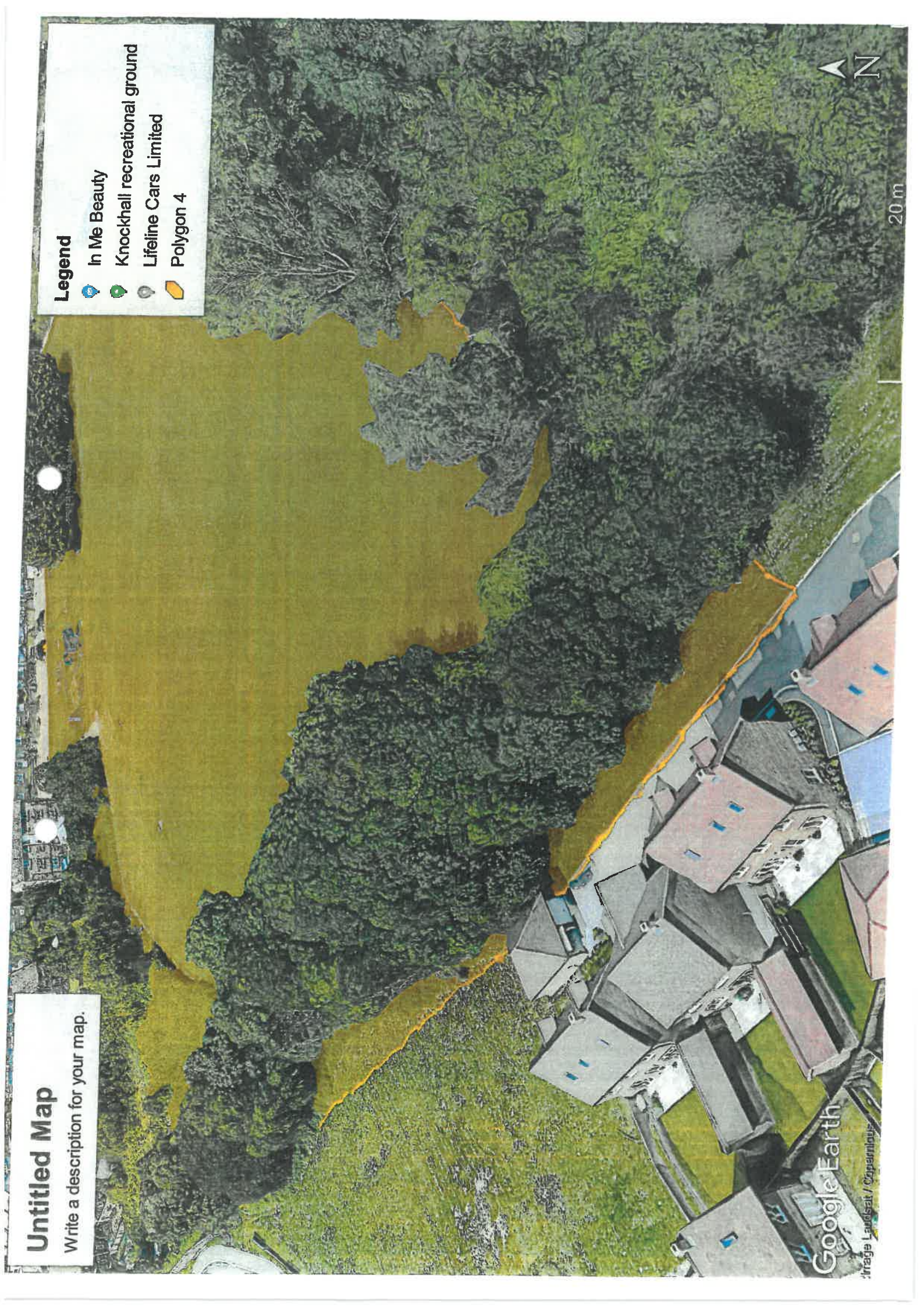
-  In Me Beauty
-  Knockhall recreational ground
-  Lifeline Cars Limited
-  Polygon 4

Google Earth

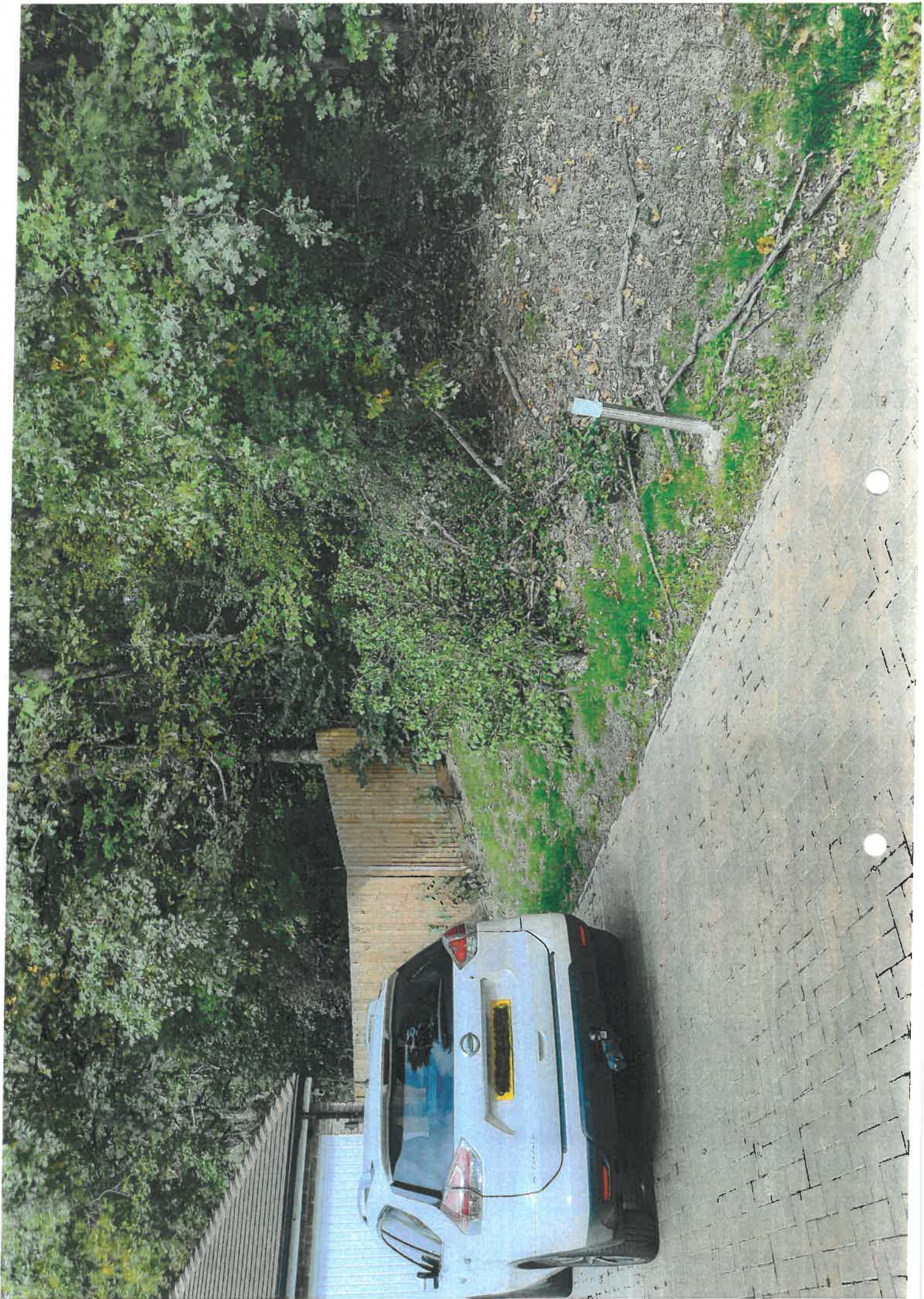
Image Landsat / Copernicus



20 m













SURVEY / REPORT

Customer No: SWANS01
Report No: 800822
14/10/2022

Mr Graham Blew
Swanscombe and Greenhithe Town Council
The Grove
Swanscombe
Kent
DA10 0GA

Tree Inspection Report

Swanscombe and Greenhithe Town Council

Woodland between Knockhall Recreation Ground
and Parkwood Estate

October 2022



Conducted by

Dip.Hort. (Kew) R.F.S.Cert Arb. Tech. Cert. (Arbor A.) TechArbor A

Tree Safety Survey Inspection Report for Swanscombe and Greenhithe Town Council

Date of inspection: 14th October 2022

The Survey is a tree safety survey within the Woodland between Knockhall Recreation Ground and Parkwood Estate.

The woodland is on a steep bank between Knockhall Recreation ground, and the new Parkhill estate below.

Other works may be listed that may be classed as prudent works to limit future problems.

Trees are plotted on a map to assist locating the trees. The tree sizes and locations on the map are to be taken as indicative to aid identification.

Where trees may be in large groups or woodland, they may be shown as groups on the map and only trees of direct interest to the survey shown within the group.

Tree locations may be listed as High Risk to Low Risk as appropriate. Normally in Council owned properties, wherever the public may access will be classed as High Risk unless otherwise stated.

Particular care is required alongside roads, outside schools, play areas and places where the public congregate.

Particular care is required for trees in these areas, especially after storms or other serious weather events. It is recommended that trees in High Risk areas be checked after such events and any remedial action taken as necessary.

In case of any doubt as to the safety of any trees, it is advisable to have the trees inspected by a professional who can advise on a course of action if required.

The inspection assesses the trees on the basis of a Visual Tree Inspection, taking into account the root area, the base of the trunk, structure and condition of the trunk and main scaffold of the tree. Other features such as buds, leaf density of the canopy and any defects visible will be noted.

The initial inspection is carried out from the ground only with basic tools such as a metal probe, plastic sounding hammer and binoculars. Cavities that are accessible from the ground may be probed where necessary and a sounding hammer used to assess the extent of the cavity.

No climbing aerial inspections or ground excavations are done on the initial survey.

Further inspection methods from climbing to specialist Tomography may be recommended as a result of the initial survey.

It is worth noting that no tree can ever be declared entirely safe. Trees are living organisms, reacting to their surroundings, actions of others and the environment. Factors such as weather, pests and diseases and human activities all will influence the safety as well as the health of the tree.

It is not practical to take all possible eventualities and exclude or prevent them from happening. However, regular inspections and prudent works will reduce these risks to a very low level.

For this report, the type of tree is listed, the maturity and overall condition.

Comments and recommendations are then made as to what may be wrong and what works are required.

These works are given a priority ranging from immediate (the Council will be notified even before the report is completed if works are required immediately), within one month, to usually 3, 6 or 12 months.

The report is valid for one year unless otherwise expressly stated. This does not take into account the effect of outside agencies – storms, mechanical damage, eg a vehicle damage, or other non foreseeable incidents.

Individual trees to be highlighted from the report schedule are discussed below:

Tree number and details

The trees at the base of the bank are the particular trees that pose the greatest threat.

T2 Sycamore, Dead, likely to fail. Fell

T4 Sycamore, Dead, likely to fail. Fell

T8 Two Sycamores close together. Poor condition, likely to fail.

T7 Fallen stem, already failed, requires removal

The above trees are recommended to have the works carried as soon as practical.

Trees alongside the garage, T 5 and G6, totalling approx 5 Oak trees have branches that are low over the new garage.

It would be prudent to reduce these branches away from the roof. Suggested timescale is 3 months, though this can be varied as required.

T9 – T15. The majority of the remaining trees are trees along the top of the bank.

These trees contain deadwood as well as have low oppressive crowns over the recreation ground. These trees are recommended to have their crowns raised to approx 5m above the recreation ground as well as deadwood affecting the recreation ground removed.

The overhanging tree works can be carried out as required.

It is recommended that the works identified in the report be carried out to maintain as safe an environment as practical for the public.

An annual inspection is recommended to monitor changes and early signs of problems in the trees.

An earlier inspection may be required after adverse weather or other unforeseen events.

For clarity works are prioritized in months from the date of the report, or if not safety critical listed 'As required'.

TPO's etc

The Dartford Council web site shows that there are no Tree Preservation Orders or Conservation Area affecting the site.

Please see attached file Tree Location 2022.pdf for a digital map file that can be expanded on the screen and printed out as appropriate.

An overview map is provided at the end of this report.

This page is intentionally left blank.

Tree Survey Data

Trees are identified with Orange Tree Marker Paint and located on a Tree Location Map

Tree no	Species	Comment	Recommendations	Priority months
1	Sycamore	Dead branch resting on the fence over the salt bin	Remove dead branch	ASAP
2	Sycamore	Large dead tree (orange cross). Also large dead branch lodged in adjacent tree (orange dot)	Fell dead tree. Remove large dead branch from adjacent tree.	ASAP
3	Oak	Broken dead branches at approx 4m	Remove dead branches	ASAP
4	Sycamore	Large dead tree. Note wasp nest in bank 4m to the rear.	Fell dead tree. Care required for the new planting nearby.	ASAP
5	Oak	Tree on bank with dead branch and one branch over the garage roof.	Remove the dead branch. Remove the branch over the garage roof	3
6	Oak	Group of 4 trees adjacent to the garage. Crowns close to and over the garage.	Remove overhang from the lower branches over the garage.	3
7	Dead fallen	Dead ivy clad fallen stem	Clear	
8	Sycamore x 2	Both trees poor quality. Dead stem on the roadside. Both trees have decay at the base and trunk	Fell both trees	ASAP
9	Oak	Low crown over the recreation ground	Raise crown to approx 5m	As required
10	Elm	Leaning on fence and low over the recreation ground. Also fallen branch resting on the fence	Cut back to boundary. Remove fallen branch	As required
11	Oak	Low crown over the recreation ground. Significant deadwood affecting the recreation ground. Also Elm against fence overhanging recreation ground	Raise crown to approx 5m. Remove significant deadwood. Cut Elm back to boundary	As required
12	Oak	Low branch over the recreation ground	Remove low branch	As required
13	Oak	Large low branch and significant deadwood over the recreation ground.	Remove large low branch and significant deadwood affecting the recreation ground	As required
Tree no	Species	Comment	Recommendations	Priority

Selected Photos



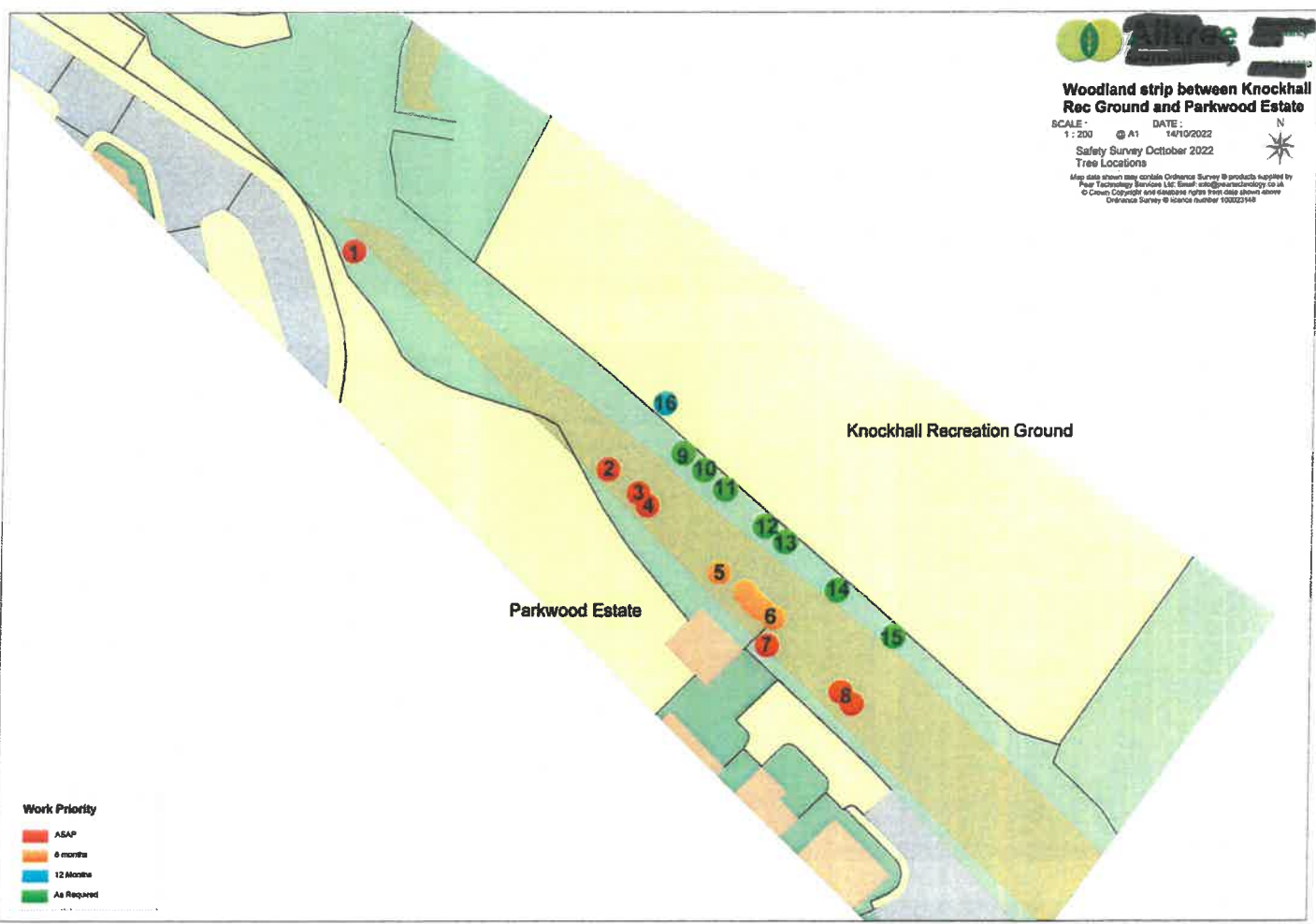


Woodland strip between Knockhall Rec Ground and Parkwood Estate

SCALE: 1:200 DATE: 14/10/2022
A1
Safety Survey October 2022
Tree Locations



Map data shown may contain Ordnance Survey © products supplied by
Pave Technology Services Ltd: Email: info@pave-technology.co.uk
© Crown Copyright and database rights from data shown above
Ordnance Survey © licence number 100023498



Work Priority
ASAP
6 months
12 Months
As Required

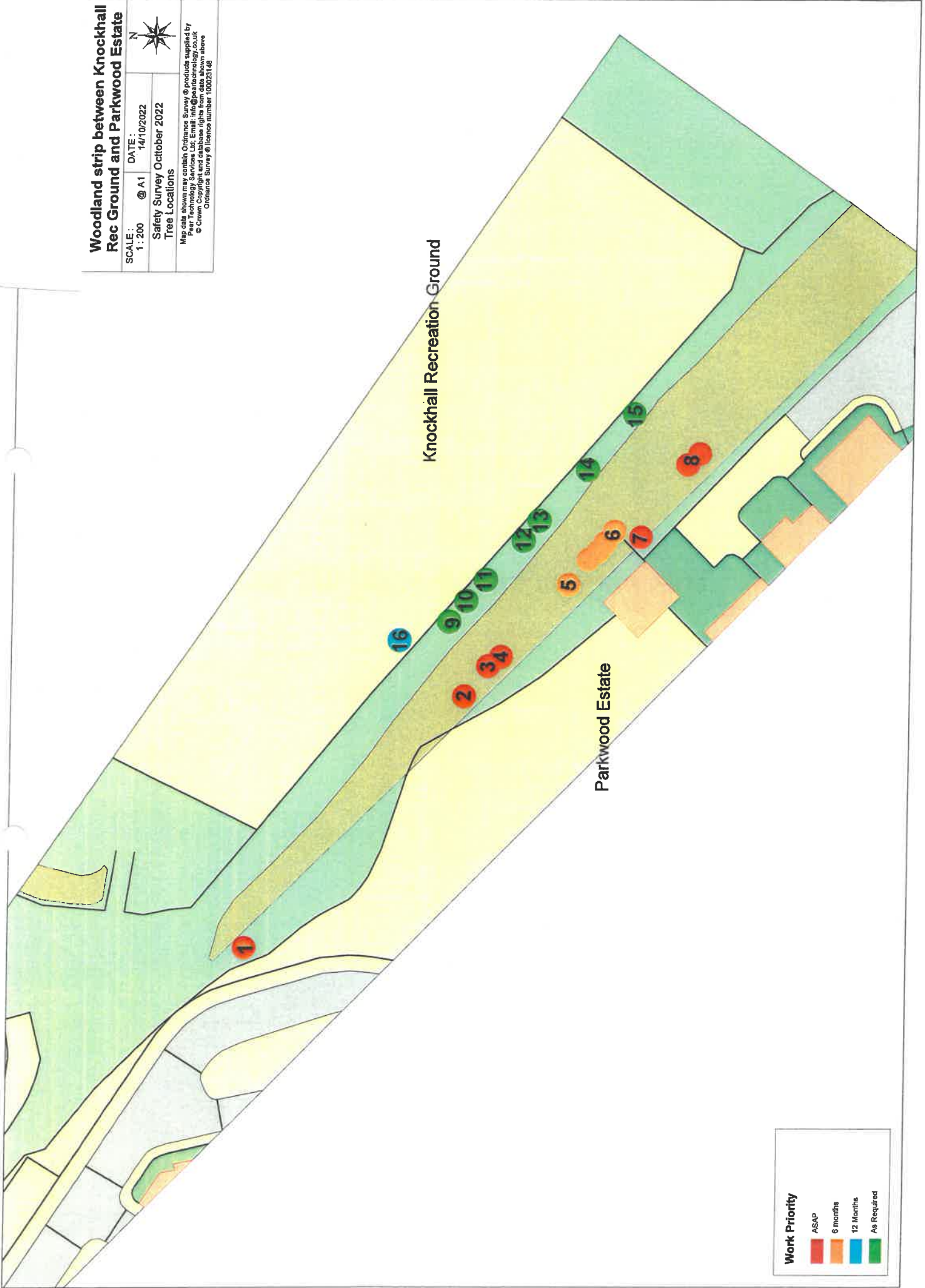
**Woodland strip between Knockhall
Rec Ground and Parkwood Estate**

SCALE : 1 : 200 @ A1

DATE : 14/10/2022

Safety Survey October 2022
Tree Locations

Map data shows may contain Ordnance Survey. © products supplied by
Pearl Technology Services Ltd. Email: info@pearltechnology.co.uk
© Crown Copyright and database rights from data shown above
Ordnance Survey @ licence number 100023148



Knockhall Recreation Ground

Parkwood Estate

Work Priority

ASAP	6 months	12 Months	As Required
------	----------	-----------	-------------

This page is intentionally left blank.

①

QUOTE

Swanscombe and Greenhithe Town Council
Mr Graham Blew
Council Offices, The Grove
Swanscombe
DA10 0GA

Date Sent: 18/10/2022
Quote information
Account No: 2515
Quote No:
Surveyor:
Site Ref No: 2954
Order No:

Quotation

Site Address Knockhall Recreation Ground, Knockhall Road, Swanscomber, DA9 9HJ

Item No	Item	Work Description	Rate	Quantity	Value
	T1, T2, T3, T4, T7 and T8	Works as described in ATC Tree Report 800822	N/A	N/A	£1,040.00
	T5 and G6	Works as described in ATC Tree Report 800822	N/A	N/A	£320.00
	T9, T10, T11, T12, T13, T14 and T15	Works as described in ATC Tree Report 800822	N/A	N/A	£800.00

Total Value: £2,160.00
Vat(20%): £432.00
Total Inc Vat: £2,592.00



Registered in England No.

at Registration No.

Swanscombe and Greenhithe Town Council
Mr Graham Blew
Council Offices, The Grove
Swanscombe
DA10 0GA

Date Sent: 17/10/2022

Quote information

Account No: 2515

Quote No:

Surveyor:

Site Ref No:

Order No:

Dear Mr Graham Blew

Site Address: Knockhall Recreation Ground, Knockhall Road, Swanscomber, DA9 9HJ

Thank you for providing us with an opportunity to prepare a quotation for the works we recently discussed concerning the site detailed above.

All tree work undertaken by us conforms to British Standard BS3998 "Recommendations for Tree Work 2010".

Please ensure you read our Terms and Conditions of contract, which will apply to the works undertaken, including disputes and late payment charges.

All above ground waste produced as a result of our activities, will be removed from site unless otherwise stated. Any stump grindings will be left tidy on site unless otherwise stated.

Acceptance of this quotation confirms your agreement to abide by our terms and conditions of contract, a copy of which is attached for your reference. This quotation is valid for 3 months (Ex VAT value) and is based on the site conditions observed on the day of inspection. Any site alterations made after our initial inspection date, that may affect operational logistics, particularly access, may in turn affect this quotation. It is the responsibility of the client to inform us before work commences, of any site alterations that may affect operational logistics.

I attach a detailed schedule of works and proof of Insurance. I trust that the information provided is sufficient in response to your request and we look forward to being of service to you in the near future.



Registered in England No.

Vat Registration No.

Swanscombe and Greenhithe Town Council
Mr Graham Blew
Council Offices, The Grove
Swanscombe
DA10 0GA

Date Sent: 10/10/2022
Quote information
Account No: 2515
Quote No: -212277
Surveyor:
Site Ref No: 2954
Order No:

Quotation

Site Address Knockhall Recreation Ground, Knockhall Road, Swanscomber, DA9 9HJ

Item No	Item	Work Description	Rate	Quantity	Value
	Leylandii	<p>L shaped Leylandii around the play area in Knockhall Recreation Ground.</p> <p>Reduce / Trim both sides and ends as far as practical retaining healthy foliage.</p> <p>Lift over the roadside to give in excess of 5.5m height clearance over the roadway</p> <p>The attached photo indicates the possible amount, but it will be dictated by the condition of the branches.</p> <p>Note, a self propelled Cherry picker will be required and is included in the price</p>	N/A	N/A	£2,880.00

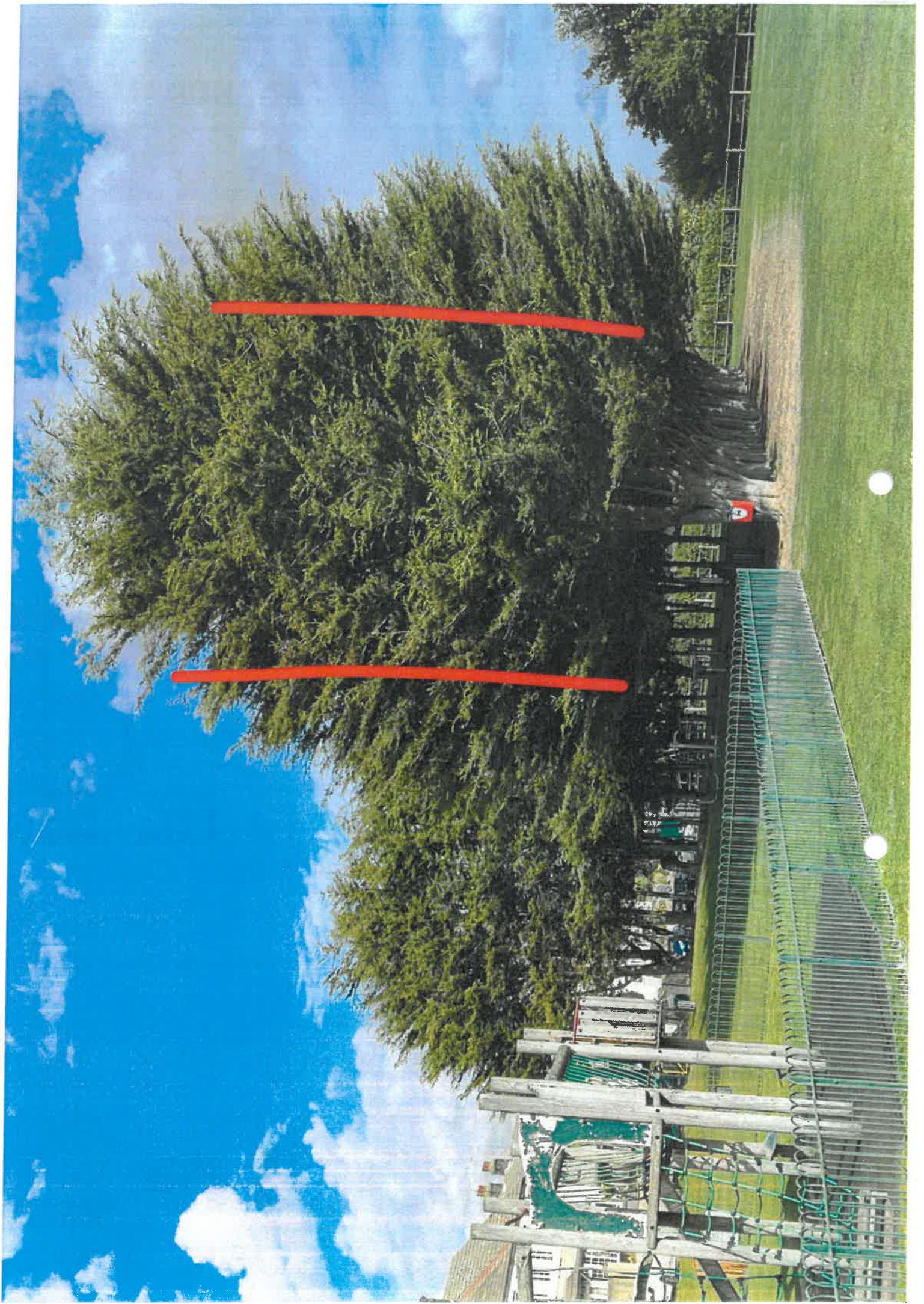
Total Value: £2,880.00
Vat(20%): £576.00
Total Inc Vat: £3,456.00

Dip Hort (Kew) R.F.S Cert Arb.
Tech. Cert. (Arbor A.) TechArborA



Registered in England No.

Vat Registration No.



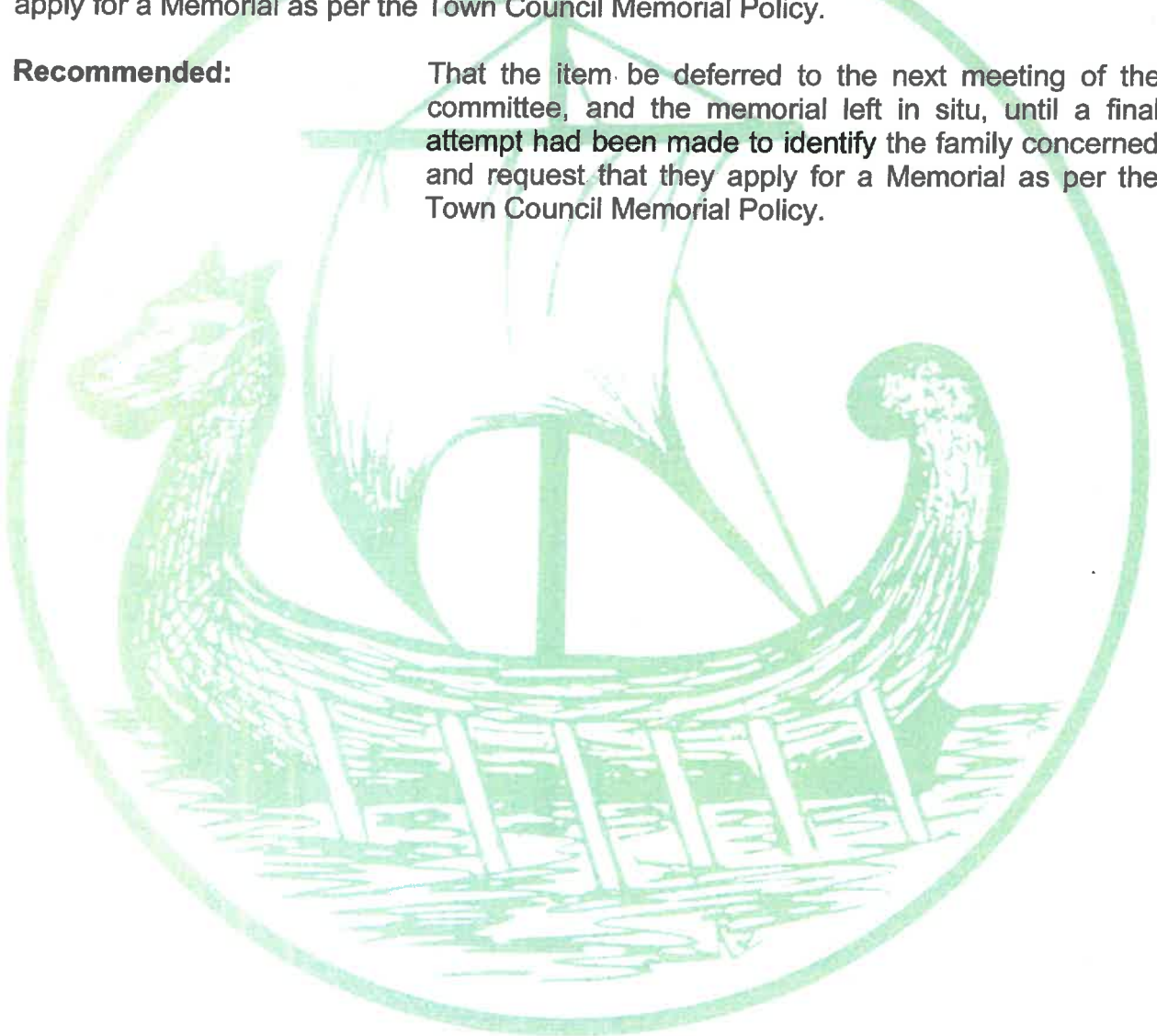
198/22-23. **"MEMORIAL" IN HERITAGE PARK.**

At the previous meeting, minute 84/22-23, Members were informed that someone had placed a "memorial" in the Swanscombe Heritage Park which the Town Council had not received any prior requests or been contacted about.

Members considered how to deal with this issue, and after discussion, it was agreed that Councillors Lorna Cross, Ann Duke and Peter Harman would contact the local churches and Kent Registrars in an attempt to identify the family concerned and request that they apply for a Memorial as per the Town Council Memorial Policy.

Recommended:

That the item be deferred to the next meeting of the committee, and the memorial left in situ, until a final attempt had been made to identify the family concerned and request that they apply for a Memorial as per the Town Council Memorial Policy.



EXTRACT OF MINUTES

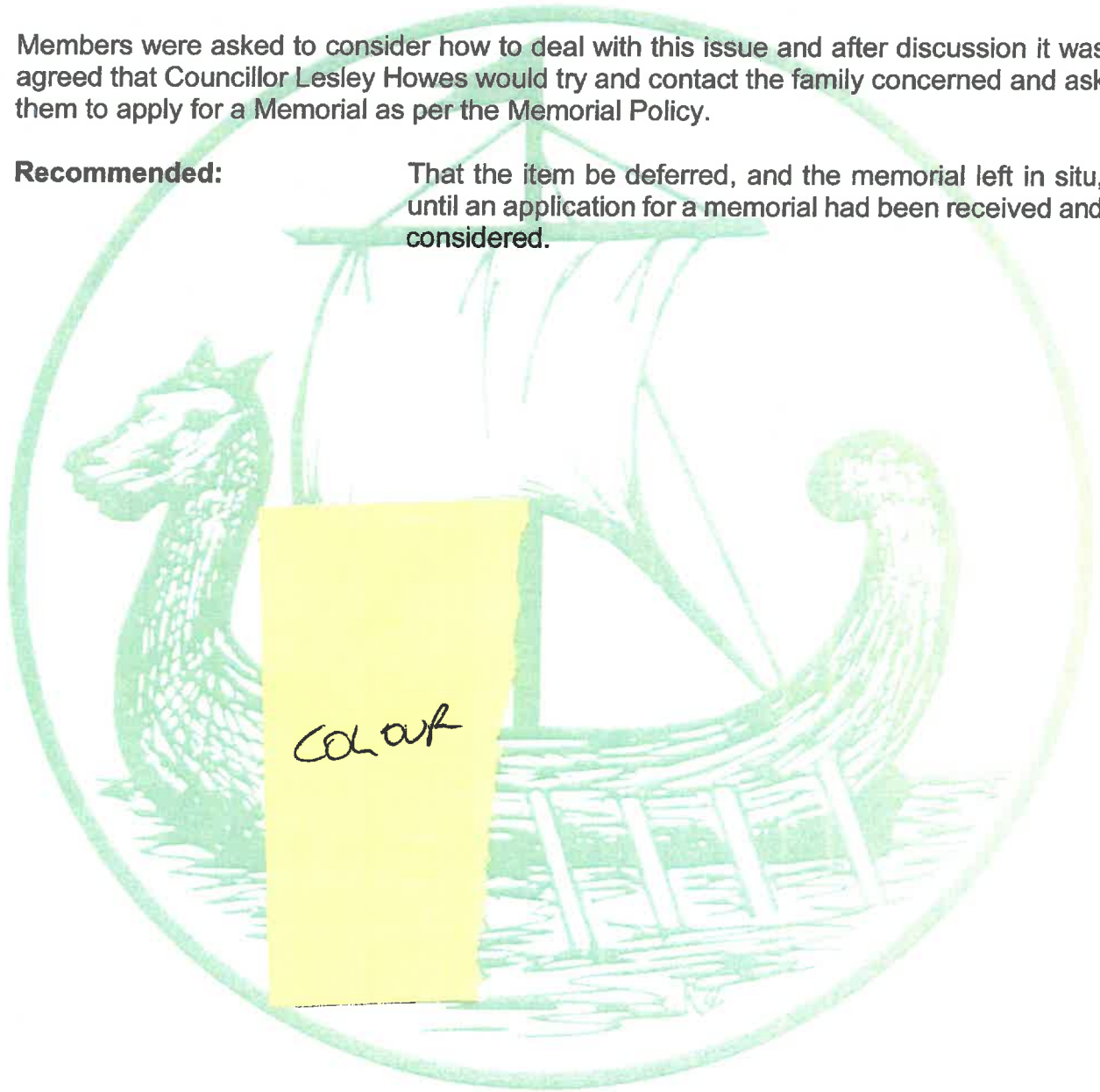
84/22-23. "MEMORIAL" IN HERITAGE PARK.

Officers had been informed that someone had placed a "memorial" in the Swanscombe Heritage Park. The Town Council had not received any prior requests or had not been contacted regarding this.

Members were asked to consider how to deal with this issue and after discussion it was agreed that Councillor Lesley Howes would try and contact the family concerned and ask them to apply for a Memorial as per the Memorial Policy.

Recommended:

That the item be deferred, and the memorial left in situ, until an application for a memorial had been received and considered.



AGENDA ITEM

RA 30/6/22
and 06/10/22
and 24/11/22

7.9





MEMORIAL POLICY.

(This Policy was reviewed by the full Council at its AGM held on 19 May 2022 , minute 20/22-23)

Swanscombe and Greenhithe Town Council recognises the wish for memorials and will consider a memorial on land owned or managed by them. The Town Council will consider requests for memorials on an individual basis and retains the absolute right to refuse or limit the number of memorials.

OBJECTIVES:

This policy has been produced with the following guiding principles:

- To be respectful and sympathetic to those seeking to install a memorial;
- To establish responsibility for the maintenance, repair and replacement of memorials;
- To ensure that memorials are not out of place in the area in which they are situated;
- The content of this policy may be revised/amended as necessary at the absolute discretion of the Town Council.

GENERAL:

- All applications for memorials must be made using the Memorial Application form;
- All memorials must be paid for by the applicant prior to purchase and installation by the Town Council. Swanscombe and Greenhithe Town Council will inform the applicant of the price/cost on receipt of a completed application form;
- Swanscombe and Greenhithe Town Council will attempt to accommodate the wishes of the applications but it may limit the number of memorials in a particular area;
- Swanscombe and Greenhithe Town Council accepts no responsibility if a memorial is damaged, vandalised or stolen;
- Swanscombe and Greenhithe Town Council reserves the right to remove memorials at any time;
- Swanscombe and Greenhithe Town Council will only permit memorials to individuals who have lived in Swanscombe and Greenhithe and whose families' have given written consent (to be supplied by the applicant) or, in exceptional circumstances, a historic event. Applications for pets/animals will NOT be considered;
- Memorials will be limited to benches and trees. No additional mementos (vases, statues, flowers, wreaths, balloons or other ornamentation etc.), shall be permitted on or around the memorial. These will be removed without reference to the original applicant.

MEMORIAL POLICY.

(This Policy was reviewed by the full Council at its AGM held on 19 May 2022 , minute 20/22-23)

MEMORIAL BENCHES:

- Benches must be of the type specified by Swanscombe and Greenhithe Town Council in order to be co-ordinated with any other benches already situated in the intended location or to fulfil health and safety or access requirements;
- Swanscombe and Greenhithe Town Council will be responsible for all installation works;
- Memorial plaques fitted to benches will be supplied and fitted by Swanscombe and Greenhithe Town Council;
- A maximum of two memorial plaques per bench will be allowed;
- The inscription on the plaque must be agreed/approved with Swanscombe and Greenhithe Town Council (Town Clerk) and there will be a limit to the number of words (*a person's name, a suitable statement, single line and inoffensive text, text to run horizontally along the plaques widest point, dates if desired*);
- Swanscombe and Greenhithe Town Council will maintain the bench within its maintenance programme and budget;
- The total cost of installation of a memorial bench will be dependent on the type of bench allowed and the fittings required. Swanscombe and Greenhithe Town Council will purchase the bench, all materials and supply labour for installation and will be reimbursed by the applicant.

MEMORIAL TREES:

- Memorial plaques will NOT be permitted on or near trees. Existing plaques will remain;
- Trees will be chosen by Swanscombe and Greenhithe Town Council in discussion with the applicant to fit the planting scheme for the area. The applicant will be notified of the tree species to be planted;
- The planting of trees may not be possible in some areas;
- Swanscombe and Greenhithe Town Council will charge for the tree, stake, guard and planting labour. The tree will be maintained by Swanscombe and Greenhithe Town Council in line with its maintenance programme and budget.
- The applicant is to be responsible for the first 12 months maintenance of a memorial tree

MEMORIAL POLICY.

(This Policy was reviewed by the full Council at its AGM held on 19 May 2022 , minute 20/22-23)

APPLICATION FOR A MEMORIAL.

Applicants **MUST** read the Swanscombe and Greenhithe Town Council policy on memorials prior to making an application.

Please complete the form and return by post to Swanscombe and Greenhithe Town Council, Council Offices, The Grove, Swanscombe, Kent, DA10 0GA

Applicants Name:

Applicants telephone number:

Applicants email address:

Applicants home address:

Have you read our Memorial Policy :

Applicants signature:

Date of application:

REQUESTED MEMORIAL TYPE: Bench without plaque / Bench with plaque / Tree

DETAILS OF MEMORIAL (e.g. plaque inscription):
Please give details below.

This page is intentionally left blank.

Graham Blew

From: Lorna Cross
Sent: 28 October 2022 22:41
To: Graham Blew
Subject: Memorial Plaque

[WARNING] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Goodevening Martin/Graham.

I have been making enquiries re: Mr William Albert May.

I have found his relatives and explained the situation to them. They were very pleasant and understanding.

I asked them to ask the relative who put the plaque in place to contact the Council. They will do so.

Regards,
Lorna.

Graham Blew

From: Peter Harman
Sent: 12 October 2022 00:21
To: Graham Blew
Cc: Martin Harding; Lorna Cross
Subject: William Albert May - search for details

Hello Graham / Martin,

Further to RLA Committee, I have done an extensive search for details of the late William Albert May; including KCC records, UK records, and also commercial records (ancestry etc). I was only able to trace one person with those names; they died in Medway, but the dates of birth and death were far different, and he died aged 93 years. I believe Lorna is doing the search at St Peters St Pauls Church.

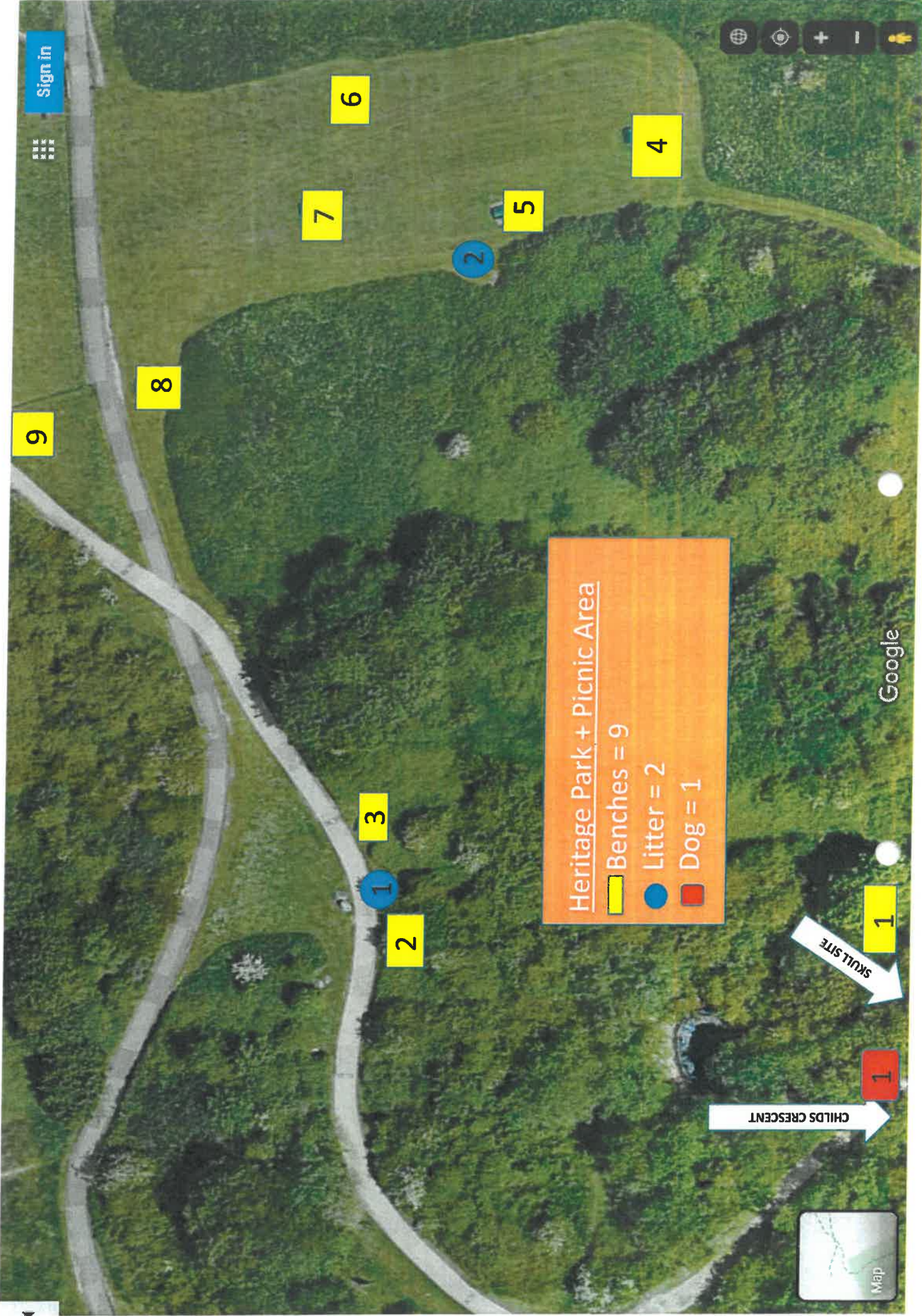
Kind regards

Peter

Peter Harman (07956) 347419
KCC Member for Swanscombe and Greenhithe



Google



Sign in



9

8

7

6

4

5

2

3

1

2

Heritage Park + Picnic Area

Benches = 9
 Litter = 2
 Dog = 1

Google

1

SKULL SITE

1

CHILDS CRESCENT



Map

Graham Blew

From: Ann Duke
Sent: 16 October 2022 11:41
To: Graham Blew
Cc: Martin Harding; Lorna Cross; Peter Harman
Subject: Heritage Park

Morning Gentlemen

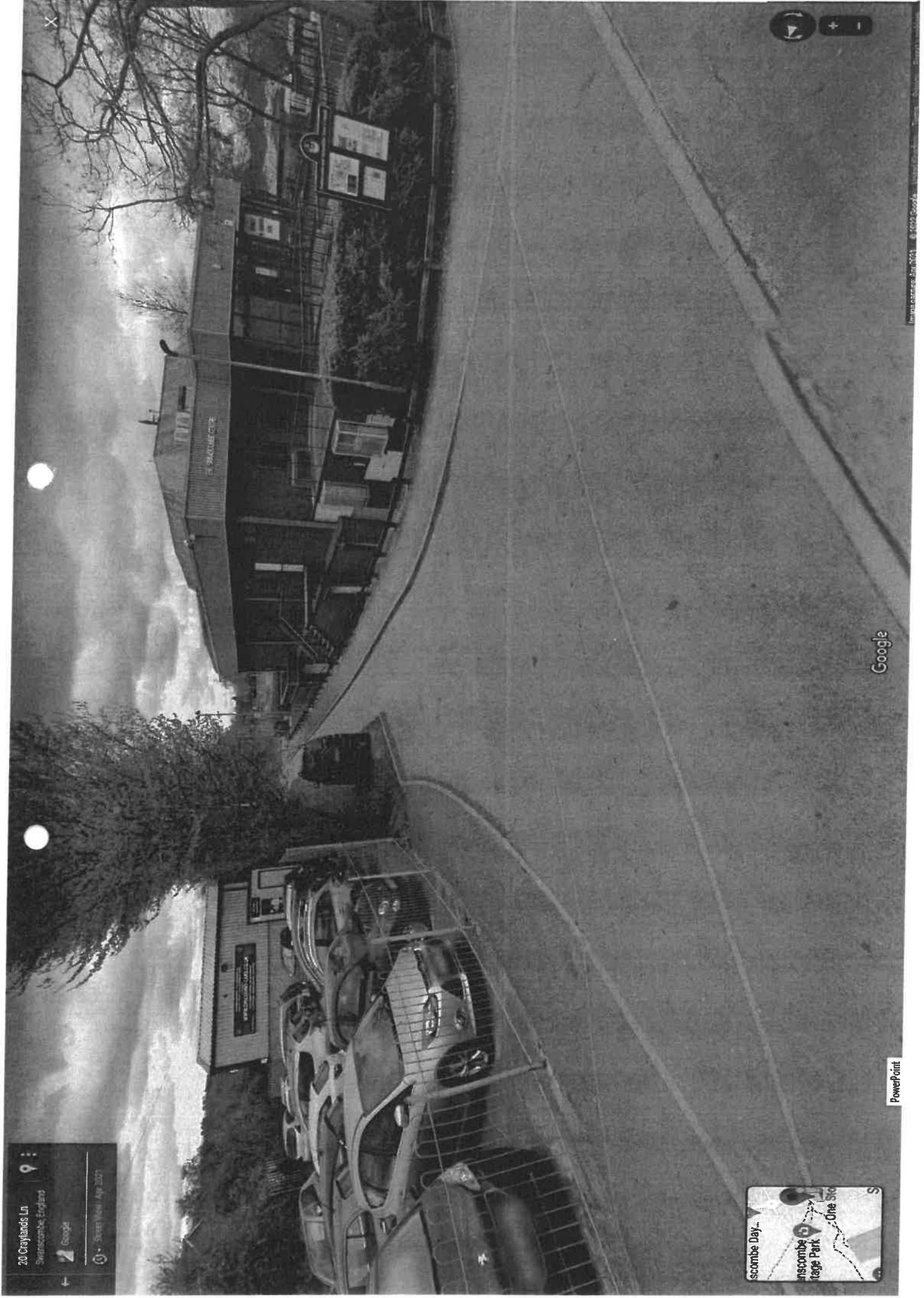
A resident from Lewis Road who walks her dog in Heritage Park popped in to see me to ask if we could do anything about cars that park on both sides of the access road that runs between the car sales site and the leisure centre at the weekends. She is extremely concerned that should the emergency services need access to the park they wouldn't be able to get through.

Please could we add this matter to the appropriate meeting agenda for discussion. Perhaps there is the need for some kind of parking restriction along the access road.

Thank you, Graham
Ann

This page is intentionally left blank.

20 Craylands Ln
Swancombe, England
Google
Street View Apr 2017

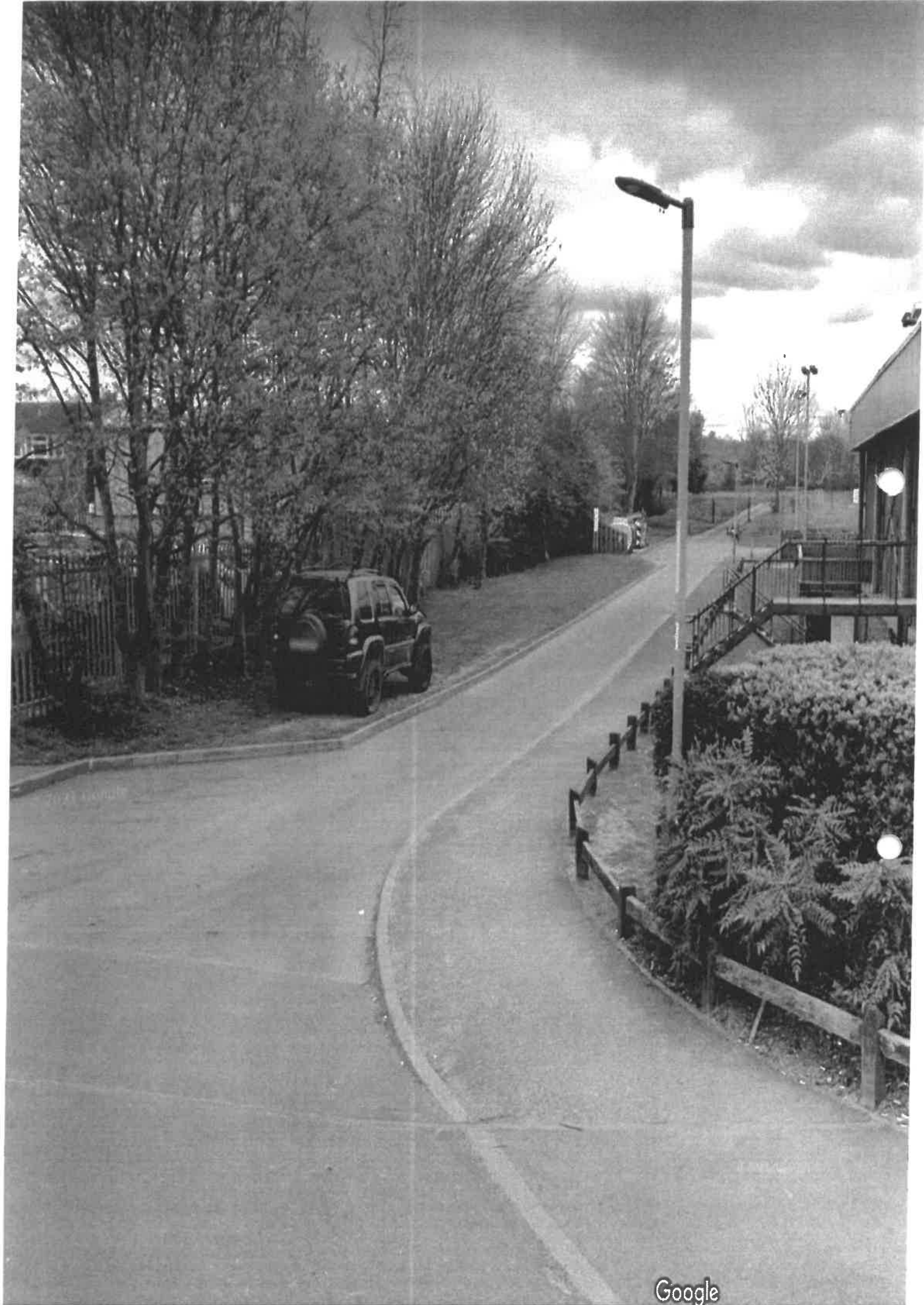


Google



PowerPoint

Image copyright: Jan 2017 © 2017 Google





From: kgbasso@ [REDACTED] <kgbasso@ [REDACTED]>
Sent: 17 November 2022 20:03
To: Graham Blew <graham.blew@swanscombeandgreenhithetowncouncil.gov.uk>
Subject: Broomfield -Pavilion Development

Good Morning Graham

Thank you for your recent call to make the Club aware of the issues that will impact the Club due to the proposed Broomfield Pavilion development.

I have now had the opportunity to talk to the Senior Leagues that our teams play in and to some members of our committee and I have set out below our thoughts on the issue of the non- availability of changing rooms/showers and potentially the mini soccer pitch whilst the Pavilion development takes place.

Swanscombe Tigers Observations

Our Senior teams will require shower facilities to be able to participate in their respective leagues and the issue we for see with using Knockhall as an alternative is the limited shower facilities available.

In addition we are expected to provide food post match for one team.so the loss of The Pavilion facility will pose a problem for that team with the League.

The use of Knockhall by our Senior teams would also create additional issues in terms of parking at Knockhall which as you know is already an issue with the local residents.

The lack of a mini soccer pitch would create a significant issue for the Club if an alternative pitch cannot be provided at Broomfield as there is at present a lack of alternative pitches locally for us to use whilst the development takes place which could result in a loss of players to other clubs which would cause harm the clubs's long term development.

We would ask that the Council considers whether the Grove Hall (which is currently not being used) could be converted to provide temporary changing rooms and showers and toilet facilities etc. to enable the use of Broomfield to continue during the development or seeks to install temporary changing rooms/shower facilities.

In terms of the mini soccer pitch we would ask the Council to look at the possibility of relocating this to another area within Broomfield Park or even looking at marking this pitch out within one of the Senior Pitches should that not be possible. If this not possible then we would ask that the Council assist us with locating an alternative site that we could use on a temporary basis as there is a lack of alternative facilities in Swanscombe/Greenhithe,until we are able to use a pitch at Broomfield again assuming this will be possible post the completion of the development works.

In view of the level of disruption that the development will cause to the Club and whilst we will look to work with the Council to come to what we hope will be a satisfactory resolution to the issues the development will cause we hope that some consideration on a reduction in hire fees for season 23/24 will be given.

Regards

Kevin Basson

Secretary

Swanscombe Tigers FC

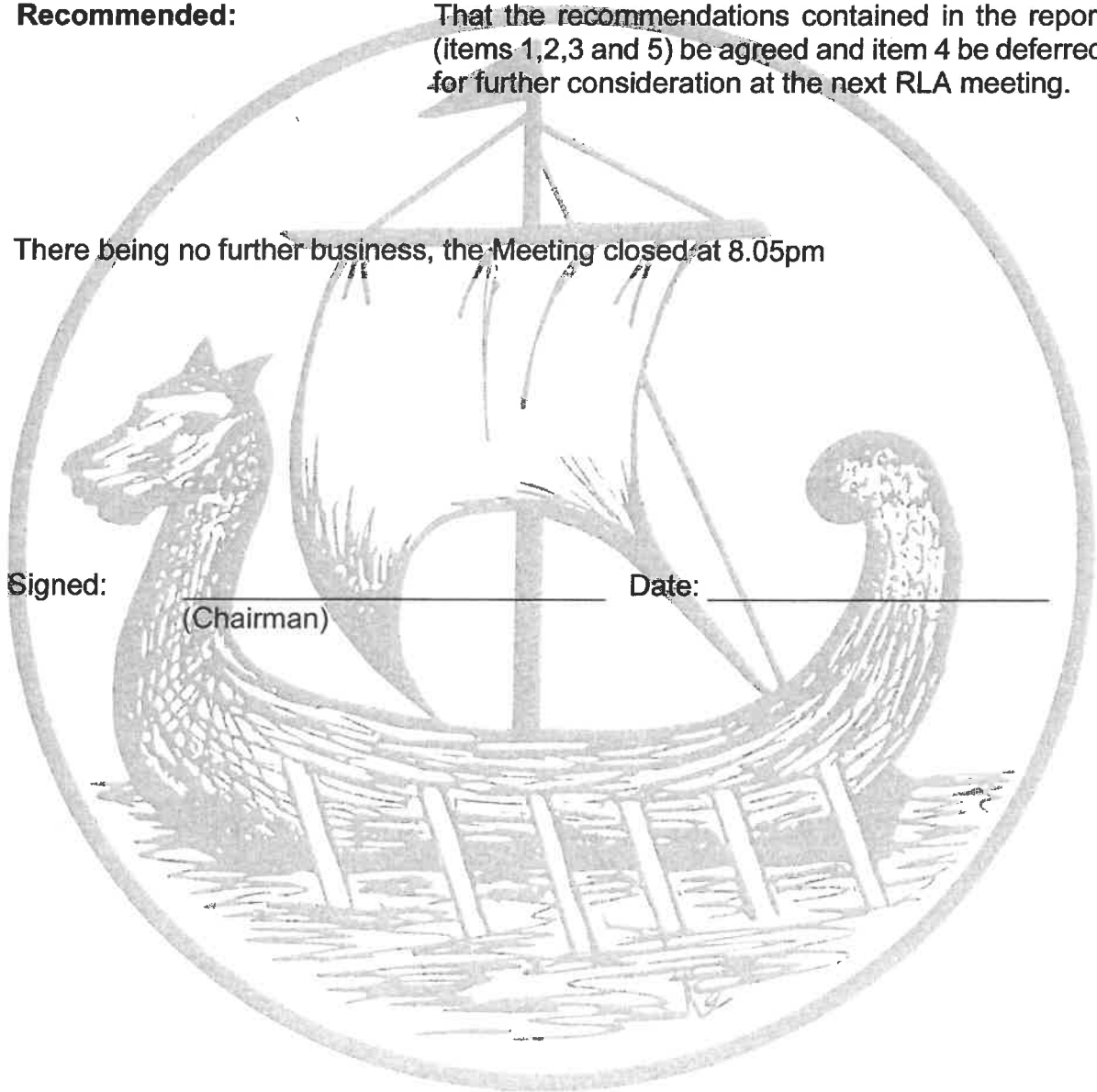
278/22-23. PAVILION SPORTS & SOCIAL CLUB LEASE – UPDATE.

Members considered the contents of the confidential report, and, after lengthy debate, it was agreed:

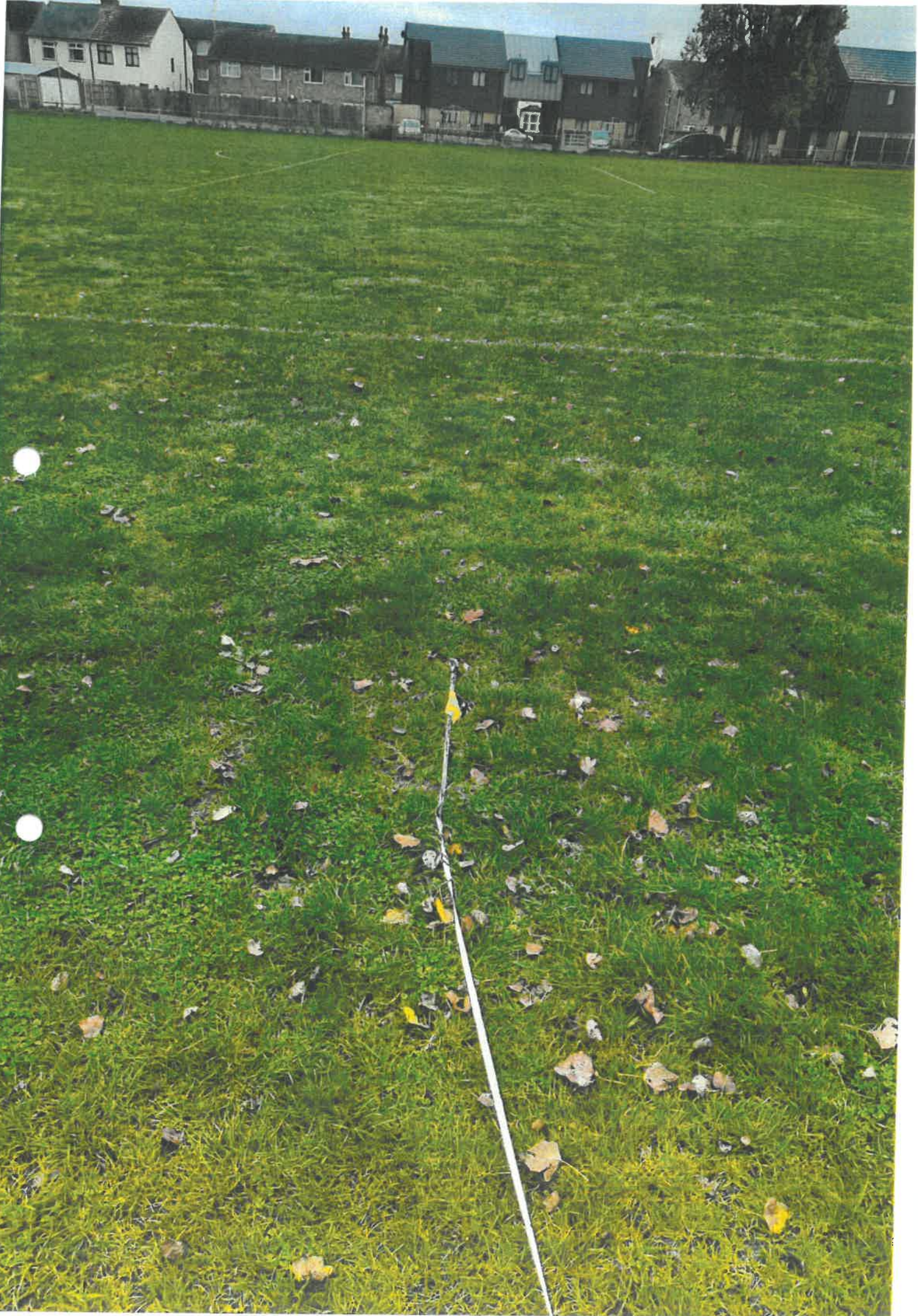
Recommended: That the recommendations contained in the report (items 1,2,3 and 5) be agreed and item 4 be deferred for further consideration at the next RLA meeting.

There being no further business, the Meeting closed at 8.05pm

Signed: _____ Date: _____
(Chairman)



This page is intentionally left blank.









Your Quote

Martin Harding
 Swanscombe & Greenhithe Town Council
 Council Offices
 Swanscombe
 Kent
 DA10 0GA

Quotation Number: 0000082152
 Quotation Date: 26/10/2022
 Project for: Repairs Following Site Visit

Product Code	Product Name	Quantity	Unit Price	Total
	Net Traverse			
SR28	LH Net Trav (Net Assem) Bl	1.00	958.45	958.45
KIT8	Small Net Fixings Kit	1.00	11.36	11.36
	Scramble Net			
SR29	Little Hamlet Scramble Net	1.00	676.62	676.62
KIT8	Small Net Fixings Kit	1.00	11.36	11.36
	Floor Panels			
LH11	Sqr Floor Panel	4.00	102.57	410.27
KIT10	Square Floor Fixings Kit	4.00	33.52	134.08
LH055	Viewing Platform Floor Panel	1.00	75.74	75.74
BR14	View Platform Bracket	5.00	30.59	152.97
KIT10	Square Floor Fixings Kit	1.00	33.52	33.52
	Wavy Bridge			
LH067B	Wavy Brdg Hexa Flr Infill End	2.00	39.46	78.93
LH064B	Platform Timber Infill	6.00	40.58	243.48
LH063C	Platform Hexa Floor Mid Infill	5.00	38.64	193.21
F004s	M10 X 50mm S/S Coach Bolt	13.00	1.07	13.95
F601A	Plastic Dome Cap Washer	13.00	0.50	6.55
F121	M10 S/S Washer 21mm OD	13.00	0.08	1.00
F120	M10 S/S Nylock Nut	13.00	0.34	4.41

F601B	Plastic Dome Cap	13.00	0.48	6.26
	Inclined Ramp			
LH064C	Arc Bdrge Pltfrm Hexa End Infi	2.00	43.98	87.95
LH064B	Platform Timber Infill	6.00	40.58	243.48
LH063C	Platform Hexa Floor Mid Infill	5.00	38.64	193.21
F004s	M10 X 50mm S/S Coach Bolt	13.00	1.07	13.95
F601A	Plastic Dome Cap Washer	13.00	0.50	6.55
F121	M10 S/S Washer 21mm OD	13.00	0.08	1.00
F120	M10 S/S Nylock Nut	13.00	0.34	4.41
F601B	Plastic Dome Cap	13.00	0.48	6.26
DEL004	Spares Delivery & Installation	1.00	1,090.00	1,090.00
		NET		GBP 4,658.97
		VAT		GBP 931.79
		TOTAL		GBP 5,590.76


All the above prices are subject to VAT and are valid for a period of one month.

Please refer to our standard Terms & Conditions and our Additional Information.

Standard payment terms are 50% deposit paid within 7 days of placing an order.

Finance packages are available.

Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
Likelihood	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			Severity>>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

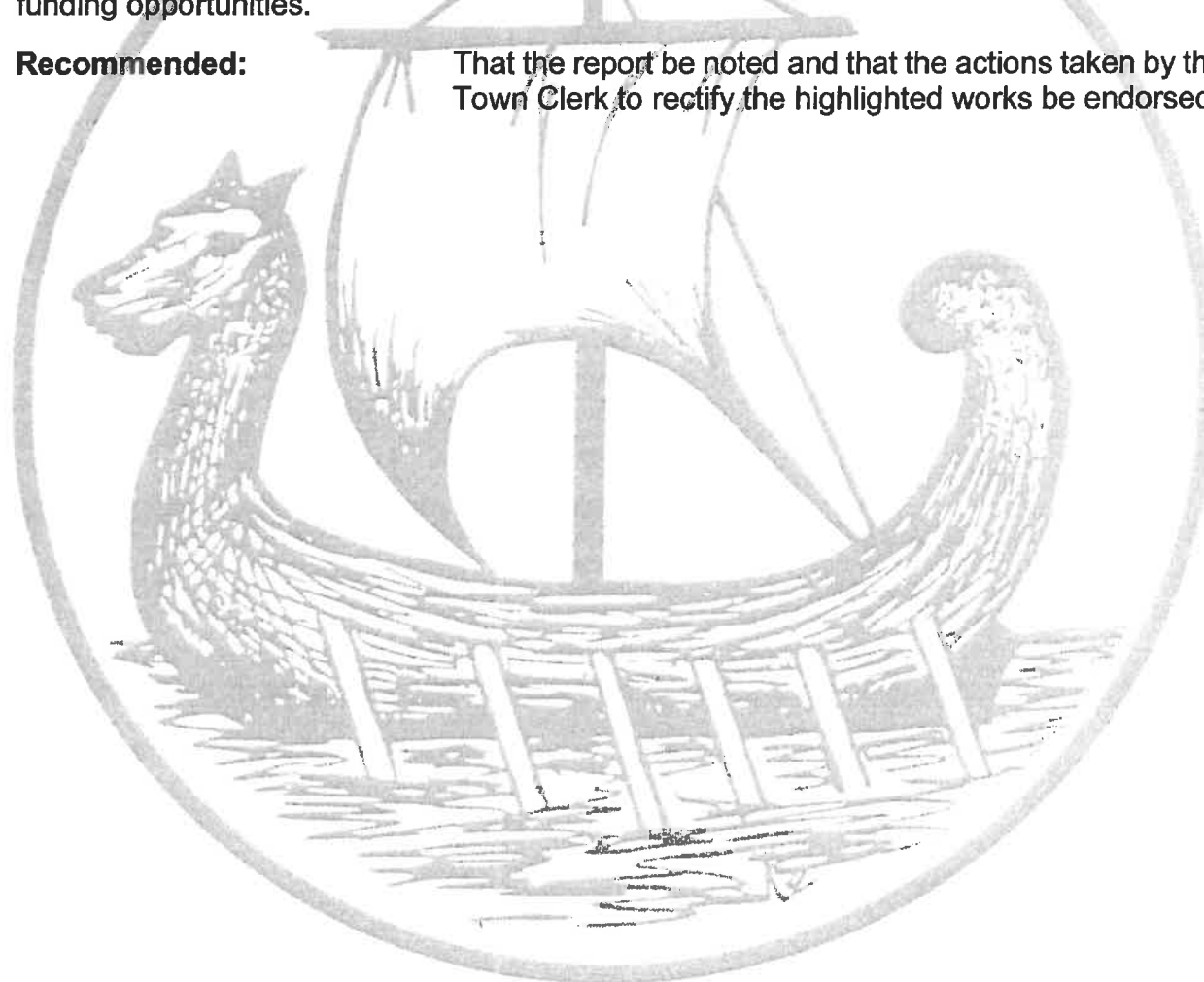
EXTRACT OF MINUTES

76/22-23. **ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.**

The Annual Playground Safety Inspection was undertaken in March 2022 by a RPII (Register of Playground Inspectors International) / ROSPA (Royal Society for the Prevention of Accidents) Certified Playground Specialist. Most of the risk criteria ratings were L (low) or VL (very low). One item which was assessed as (M) Moderate was the Delta Climber in Broomfield as parts of the frame had corroded, whilst these have been repaired Members were asked to consider replacing this item as it was no longer possible to obtain parts due to the age of his equipment (manufactured approximately 1982). Members agreed to keep this piece of equipment under review subject to possible future funding opportunities.

Recommended:

That the report be noted and that the actions taken by the Town Clerk to rectify the highlighted works be endorsed.





Event Notification Form

What happens to my information?

This form is an application to undertake an event on land owned by Swanscombe and Greenhithe Town Council. Your event notification form and public liability certificate will be considered by the Town Council in order to determine whether the event can take place.

Time Limits – Any notification form would be required to be received a minimum of 14 weeks prior to any event taking place, except minor events when the required notice period will be a minimum of 4 weeks. This must enable time for the information to be considered by an appropriate meeting of the Town Council.

1. Contact Information

Name of event organiser	Reverend Charlie Lloyd-Evans		
Organisation	St Peter and St Pauls Church - partnership with Churches Together in Ebbsfleet		
Registered charity	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes please provide number:	
Street Address	The Rectory, Swanscombe Street Swanscombe, Kent		
Postcode	DA10 0JZ		
Telephone Number	[REDACTED]		
Mobile Number	[REDACTED]		
E-Mail Address	revcharlielloydevans [REDACTED]		

2. Your Proposed Event

Event Name	Pop-up Carols			
Date(s) of event	Start date	11th Dec 22	End date	11th Dec 22
Proposed times of event	Start time	1500	End time	1555
Location of event				
May the details supplied in 2 above be used for publicity purposes or given to interested parties?				
a) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
b) If yes, which name and contact details can we release?				
Has the event taken place before?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please state when: Dec 2020 and Dec 2021 In Ebbsfleet Only		
Description of Event	<p>Churches Together in Ebbsfleet are working together to organise this Pop-Up Carols Event, with funding provided from the Ebbsfleet Development Corporation.</p> <p>This involves have a bus/large vehicle, with a video screen mounts on the back. This will travel to serval stops around Ebbsfleet and Swanscombe. It will start in Ashmere, then Swanscombe Park, Ebbsfleet Green and Finish at Castle Hill.</p> <p>Videos from local primary schools will be played on the screen of the children singing Christmas Songs, and there will be a time of community Carol Singing in each location.</p> <p>It is a chance for the communities in each location to come together for some Christmas celebration.</p> <p>The permission sought is for the stop in Swanscombe Park, including bringing the vehicle into the Park.</p>			
What is the anticipated maximum number of people attending the event at any one time (include all staff and performers)?				40-50

3. Programme of Activities

Programme of activities and the timings for the day, including any performances (e.g. the start and finish times of any musical performances)	
Time	Activity
2.50 PM	Vehicle Arrives at Swanscombe Park
3.00 - 3.45 PM	Playing of Videos from school and time of Community Carol Singing
3.55 PM	Vehicle Departs from Swanscombe Park to travel to next location

4. Waste management

Will your event require the site to be cleaned?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Who will undertake this?		
Will your event require the use of toilets?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
How will these be provided?		

5. Parking

Will your event require car parking?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Where will this be provided?		
How will this be managed?		

6. Utilities

Will your event require a power supply?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
How will this be provided?		

7. What activities might there be at Your Proposed Event?

Please check boxes as appropriate (activities are in alphabetical order).

<input type="checkbox"/> Animals	<input type="checkbox"/> Aircraft / parachutists	<input type="checkbox"/> Archery / shooting	<input type="checkbox"/> Balloon launch
<input type="checkbox"/> BBQs	<input type="checkbox"/> Bonfires	<input type="checkbox"/> Boot Fair	<input type="checkbox"/> Carnival procession
<input type="checkbox"/> Coconut shy or other stalls	<input type="checkbox"/> Dance performance	<input type="checkbox"/> Drones	<input type="checkbox"/> Electricity
<input type="checkbox"/> Fairground rides	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Food/drink concessions*	<input checked="" type="checkbox"/> Free admission to event
<input type="checkbox"/> Gambling*	<input type="checkbox"/> Gas	<input type="checkbox"/> Hot air balloons	<input type="checkbox"/> Indoor sporting events
<input type="checkbox"/> Inflatable's / bouncy castles	<input type="checkbox"/> Lasers/strobe lighting	<input type="checkbox"/> Live entertainment* (e.g. amplified music)	<input type="checkbox"/> Lotteries/raffles* At the time of the event
<input type="checkbox"/> Lotteries/raffles* Sold before the event	<input type="checkbox"/> Market/Charity stalls	<input type="checkbox"/> Motor vehicles (including motorbikes & scooters)	<input checked="" type="checkbox"/> Plays / Films
<input type="checkbox"/> Pyrotechnics/ special effects	<input type="checkbox"/> Re-enacting groups	<input type="checkbox"/> Sale of alcohol*	<input type="checkbox"/> Sale of food or drink between 23:00 – 05:00*
<input type="checkbox"/> Sporting Events	<input type="checkbox"/> Street collections/ charity collections*	<input type="checkbox"/> Street Party	<input type="checkbox"/> Ticket Sales*
<input type="checkbox"/> Temporary Structures (i.e. Marquees, staging, gazebos)	<input type="checkbox"/> Train rides	<input checked="" type="checkbox"/> Other: Please specify Community Singing	

Temporary Event Notice

All activities marked with an (*) indicate licensable activities that may require a temporary event notice, which you will need to apply for separately. A temporary event notice is a notification to the licensing authority that an individual intends to carry on licensable activities for a period not exceeding 168 hours.

Licensable activities include: Sale and Supply of Alcohol
 The provision of late night refreshments to the public
 Regulated entertainment

A temporary event notice application must be sent to the licensing authority and the police at least 10 working days in advance of a planned event. Please ensure that you have the necessary licenses in place.

8. Traders / Stall Holders

2.2a Details of any traders/commercial traders and charity stalls that will be at the event, please ensure that you check any safety documentation of traders (please continue on a blank sheet of paper if required)

Name of Organisation	Concession Type

9. Sale of Alcohol

If you are selling alcohol at the event, please explain below how you will manage the sale of alcohol.

Please note a Temporary Events Notice will be required.

10. Catering Requirements (Food, drink, water)

For each catering supplier/food stall that is attending the event, please provide the following information:
Please continue on a separate sheet where necessary.

Name of Business	
Address of Business	
Contact Telephone number	
Name of local authority that they are registered with	
National food hygiene rating	

Name of Business	
Address of Business	
Contact Telephone number	
Name of local authority that they are registered with	
National food hygiene rating	

Notes Section / any further comments (please continue on a blank sheet of paper if required):

What happens next?

Your application will be considered by members of the Town Council at the next appropriate meeting.

The Town Council may request additional information in relation to your event.

The Town Council will require copies of a Risk Assessment for the event as well as any appropriate public liability insurances prior to the event taking place.

Name (printed)	Reverend Charlie Lloyd-Evans
Date	3rd November 2022

If you have any queries regarding completing this form please contact: info@swanscombeandgreenhithetowncouncil.gov.uk or telephone 01322 385513

Please keep a copy of this form for your own records.

This page is intentionally left blank.

Dec 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5	6	7 CSC	8 TC	9	10
11	12	13	14	15	16	17
18	19	20	21 PTE	22	23	24
25	26 B/H	27 B/H	28 P.	29 P.	30 P.	31

AGENDA ITEM 7.8
RLA 24/11/22

Jan 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 2 3/H	3	4	5	6	7
8	9	10	11 PTE	12 FGP	12	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Handwritten marks: a large '0' and a vertical line.