

AGENDA ITEM 3

T/C 23/3/23

TOWN COUNCIL
9 FEBRUARY 2023

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 9 FEBRUARY 2023 at 7.00pm

PRESENT:

Councillor Lorna Cross – Town Mayor
Councillor Peter Harman – Deputy Town Mayor
Councillor Anita Barham
Councillor Ann Duke
Councillor Linda Hall
Councillor Peter Harris
Councillor Lesley Howes
Councillor Maurice Weet

ALSO PRESENT:

Graham Blew – Town Clerk
Martin Harding – ATC/RFO
x1 Member of the public

ABSENT:

Councillor Jay Shah

As a mark of respect for those that had lost their lives and been affected by the Turkey/Syria earthquake disaster the Mayor called for those that were able to stand and the meeting observed a minutes silence.

401/22-23. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

402/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Emma Ben Moussa, due to other commitments.

An apology for absence was received from Councillor Sue Butterfill, due to other commitments.

An apology for absence was received from Councillor Dr Jo Harman, due to other commitments.

An apology for absence was received from Councillor John Hayes, due to medical reasons.

An apology for absence was received from Greenhithe Dartford Borough Councillor David Mote, due to other commitments.

RESOLVED:

That the reason/s for absence, for the above Town Councillors, be formally accepted and approved.

403/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

404/22-23. TO RECEIVE THE MINUTES OF THE SPECIAL MEETING HELD ON 12 JANUARY 2023.

RESOLVED:

That the Minutes of the Special Meeting held on 12 January 2023 be confirmed as a true record and be signed.

405/22-23. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

406/22-23. MINUTES OF THE PLANNING, MAJOR DEVELOPMENTS, TRANSPORTATION AND THE ENVIRONMENT COMMITTEE MEETING HELD ON 14 DECEMBER 2022.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation & Environment Committee Meeting held 14 December 2022 be confirmed and the recommendations made therein be adopted.

407/22-23. MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING HELD ON 18 JANUARY 2023.

RESOLVED:

That the Minutes of the Recreation, Leisure & Amenities Committee Meeting held on 18 January 2023 be confirmed and the recommendations made therein be adopted.

408/22-23. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 12 JANUARY 2023.

RESOLVED:

That the Minutes of the Finance & General Purposes Committee Meeting held on 12 January 2023 be confirmed and the recommendations made therein be adopted.

409/22-23. **MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING HELD ON 7 DECEMBER 2022.**

RESOLVED:

That the Minutes of the Community Safety Committee Meeting held on 7 December 2022 be confirmed and the recommendations made therein be adopted.

410/22-23. **METAL DETECTOR POLICY.**

Members considered the draft Policy which would be used in conjunction with the Policy for Use of Parks and Open Spaces.

RESOLVED:

That the Metal Detector Policy be agreed and adopted.

411/22-23. **CO-OPTION POLICY.**

Members considered the draft Policy which would be used in conjunction with Standing Orders. Members asked that the reference to citizenship of a European Union Country be checked and deleted if required.

RESOLVED:

That the Co-Option Policy be agreed and adopted.

412/22-23. **BUDGET STATEMENT 2022 – 2023.**

Further to minute 377/22-23: Members considered the draft Budget Statement 2022 – 2023 which would be produced digitally, in the same way as in 2021 – 2022, with hard copies made available to members for distribution and also placed at the Old Fire Station Community Café and at Swanscombe Surgery.

RESOLVED:

That the Budget Statement 2022- 2023, be agreed and distributed accordingly.

413/22-23. CONSULTATION – KENT COUNTY COUNCIL (KCC) COMMUNITY SERVICES.

KCC had launched a public consultation on its Community Services which runs from 17 January to 26 March 2023. Members felt that the consultation was more personal than corporate but wished to submit their concerns that the transfer of Children's Centres and Youth Hubs to Knockhall Children's Centre would result in more traffic movements in an area already experiencing severe issues. This transfer would also make it difficult for the users of Greenlands at Darenth Children's Centre to get to Knockhall Children's Centre.

RESOLVED:

That the response, as detailed, be finalised and submitted.

414/22-23. INSURANCE CLAIMS - UPDATE.

The following claim had been settled: -

Claim Ref: 27220054894 – damage to the "Rocker" (piece of play equipment) at Broomfield Park, this claim incurred a £250.00.

RESOLVED:

That the item be noted.

415/22-23 STAFF / MEMBER TRAINING – UPDATE

The following training had been scheduled / undertaken: -

Councillor Lesley Howes	How to recruit and retain a more diverse pool of Local Councillors – 14 November 2022	KALC – Zoom.
Town Clerk	Election Act and Nomination Process – 24 January 2023	DBC In-house.

RESOLVED:

That the item be noted.

416/22-23 COMMUNITY EVENT WORKING GROUP UPDATE – “A RIGHT ROYAL CELEBRATION II”

Members considered the notes from the 25 January 2023 Working Group meeting.

RESOLVED:

That the item be noted.

417/22-23 PAVILION SPORTS & SOCIAL CLUB LEASE – UPDATE

Members were aware (minute 278/22-23) the current Tenants gave notice on the Lease and will cease trading at the end of April and that a condition of the current Tenants notice on the Lease, (minute 278/22-23) was that it was subject to a site meeting with officers in Spring 2023.

Members considered the scope and boundaries with which officers should conduct discussions regarding the vacation of the facility. Members also considered what they wished to do with any fixtures and fittings that remain in the building.

After discussion it as proposed, duly seconded, and agreed:

RESOLVED:

That officers arrange a meeting with the x3 Town Council representatives of the Pavilion Committee and the tenant so that an inventory could be undertaken and that the results of this be brought back to full Council for consideration.

418/22-23. PAVILION PROJECT – UPDATE.

Further to minutes 253/21-22 (28 October 2021 Special Town Council) and 230/21-22 (7 October 2021 Town Council), where it was agreed that a standing item be included on future Town Council agendas.

Members were informed that the Town Councils planning application (DA/23/00118/FUL) had been submitted on 3 February 2023.

RESOLVED:

That the item be noted

419/22-23. GROUND FLOOR OF THE OLD FIRE STATION, CHURCH ROAD, SWANSCOMBE.

Further to minutes 343/22-23 (8 December 2022) members considered the future of the ground floor of the Old Fire Station.

After lengthy debate it was proposed, duly seconded, and agreed:

RESOLVED:

That the Swanscombe and Greenhithe Local History Group conduct a feasibility study for them to take over the ground floor and that this be considered at the October full Council meeting.

That the tenants of the 1st Floor be asked if they would be interested in taking on the ground floor too (this would be subject to the Landlords agreement).

420/22-23. REPORTS OF OUTSIDE REPRESENTATIVES.

Members were advised that this item provided an opportunity for Members appointed as representatives on outside bodies to provide a report at the meeting.

London Resort Company Holdings Ltd Community Liaison Group (LRCHCLG).
Councillor Peter Harman is the Town Councils representative on the LRCHCLG. The CEO had resigned and there had been no further meetings or communications from the LRCHCLG.

NB. In response to an enquiry, LRCHCLG have confirmed that they are happy to accept a substitute representative, if the current cannot attend, but this must be done in advance, with the substitute members contact details being provided.

North West Kent Volunteer Centre (NWKVC).
Councillor Sue Butterfill is the Town Councils representatives on the NWKVC.

Councillor Sue Butterfill was not present, and no update was available.

Ingress Park (Greenhithe) Management Limited (IPGM).
IPGM had indicated that, although unable to provide documentation, they would like to submit verbal updates to the Town Council.

Councillors' Peter Harman and Peter Harris are the Council's representatives on IPGM.

Councillor Peter Harris updated that there had been a meeting on 31 January 2023 where the main topic had been The Follies. The cost of the repair works required was approximately £500,000.00 so it was planned for these works to be addressed in x2 phases with funding/grants being investigated.

Dartford Children's Partnership Conversation (DCPC).

Councillor Emma Ben Moussa is the Town Councils representatives on the DCPC. As previously agreed, the agenda for the 24 January 2023 meeting was available for inspection.

Councillor Emma Ben Moussa was not present, and no update was available.

Dartford Young People's Partnership Conversation (DYPPC)

Councillor Lesley Howes is the Town Councils representatives on the DYPPC. As previously agreed, the agenda for the 25 January 2023 meeting was available for inspection.

Whitecliffe Community Liaison Group (WCLG).

Councillor Peter Harman is the Town Councils representatives on the WCLG. As previously agreed, the agenda and minutes for the meeting held on 18 January 2023 were available for inspection.

The Borough and Parish Forum (DBC) (BPF)

The Town Mayor and Town Clerk are the Town Councils representatives on the BPF. As previously agreed, the agenda for the 17 January 2023 meeting was available for inspection.

Bluewater Community Forum (BCF).

The Town Mayor is the Town Councils representatives on the BCF. The last meeting was scheduled to have taken place on 26 January 2023.

Dartford Elders Forum

Councillor Lesley Howes is the Town Councils representatives on the EF. The last meeting was scheduled to take place on 13 February 2023

421/22-23. REPORT FROM KENT COUNTY COUNCILLOR.

Kent County Councillor Mr Peter M Harman gave an update which included:

The Budget meeting had been held today and had been a particularly tough budget which had included cuts to the Community Warden service of £360,000.00 and also the Combined Members Grant being cut from £10,000.00 to £3,600.00.

Kent County Council currently had £60 million overspend and held reserves of £58 million.

RESOLVED:

That the item be noted.

422/22-23. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

The Dartford Borough Councillors reported on the following matters:

The Playground refurbishment / installation Scheme was on schedule.
The double yellow lines had been installed within Ingress Park.
The housing project at Gilberts Close was being delayed due to archaeological reasons.
The borough councils Working Household Fund was still available to those eligible.
The tribute statues to the Rolling Stones would be unveiled shortly and these had been funded from developers' contributions.
A Crime and Disorder (Overview and Scrutiny) Committee meeting had been held on 7 February 2023 which had included the nuisance car issues at Crossways Boulevard.

RESOLVED:

That the item be noted.

423/22-23. SEALING OF DOCUMENTS.

There were none.

424/22-23. TOWN MAYORS ANNOUNCEMENTS.

The Town Mayor had attended the online "How to recruit and retain a more diverse pool of Local Councillors" KALC training on 7 February 2023.

425/22-23. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Ann Duke and seconded by Councillor Peter Harman.

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

No members of the press or public were present during discussion of the following items of business.

426/22-23. STAFFING ISSUES

Employee 39 had submitted a resignation letter requesting a leaving date of 8 March 2023. Due to the timescales involved this had been discussed, and agreed, with the Chairman of Personnel and steps had been taken to recruit and fill the position.

RESOLVED:

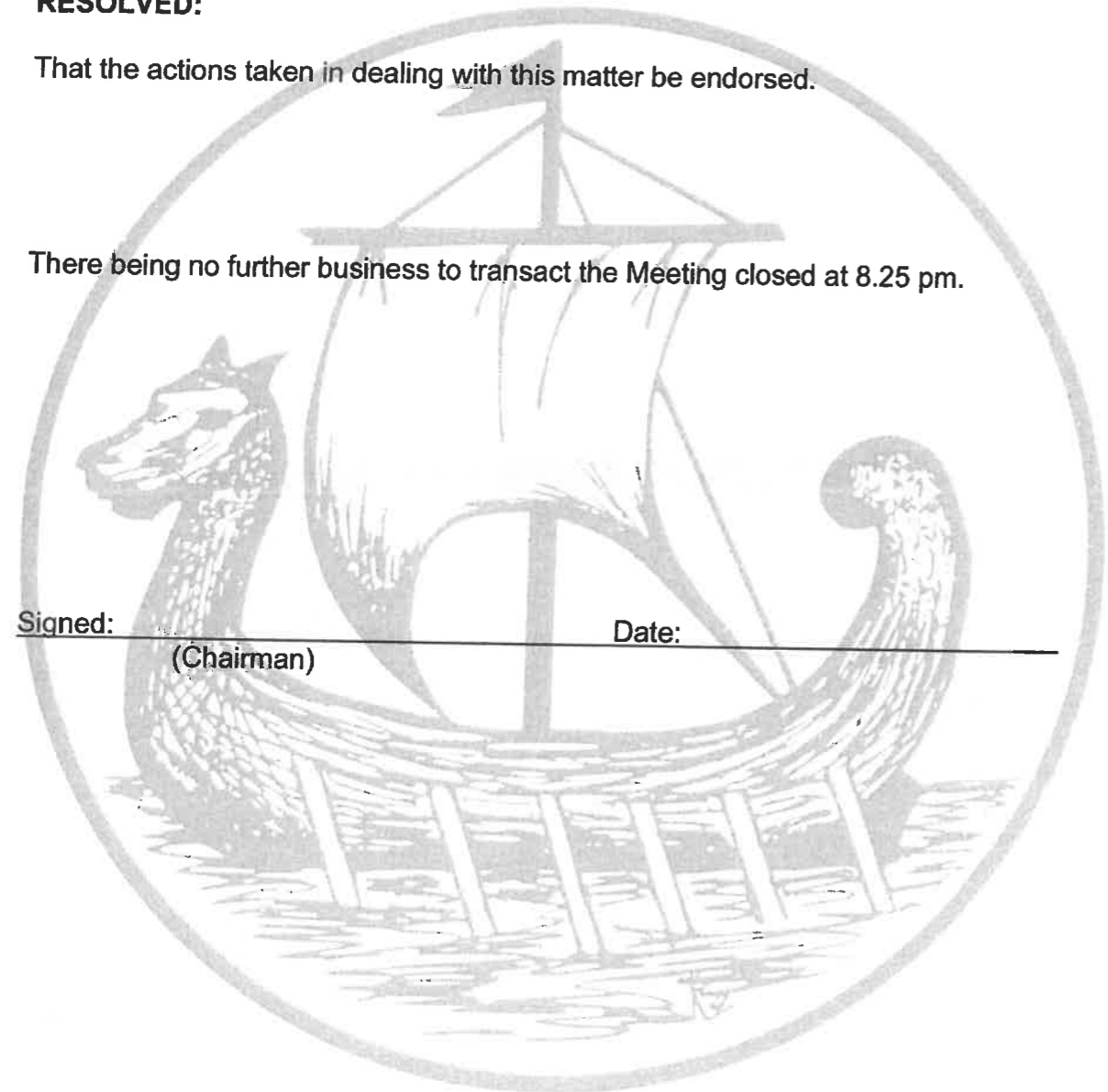
That the actions taken in dealing with this matter be endorsed.

There being no further business to transact the Meeting closed at 8.25 pm.

Signed: _____

(Chairman)

Date: _____



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PAVILION PROJECT – PLANNING UPDATE

Background

As part of the planning process various statutory organisations are consulted to give their views. This has been conducted for the proposed new Community Hub at Broomfield Park.

Among others, a response has been received from Sport England that has raised an additional level of complexity to how the Town Council may arrange sporting facilities at the site going forward.

Sport England, whilst praising the Town Council for its efforts to improve facilities at the site, have raised concerns about potential risks to both the building, and its visitors, in relation to ball strikes from the cricket field when in use.

Sport England have provided guidance on matters to be considered in relation to the position of the cricket square and distance requirements to minimise risk to the glazing and people using both the terrace and balcony.

Whilst the Town Council were always intending to realign the cricket square in relation to the position of the building, these requirements would require a completely new square to be erected on the field, the realignment of the x 4 football pitches to accommodate this, and consideration given to temporary netting to be placed on site on match days to further minimise the risk of ball strikes.

To work on fulfilling these requirements Officers have met with the Architects to design a location that meets the spatial needs set out by Sport England. In addition, a specification for temporary netting has been sourced.

New Cricket Square – Financial Implications

To create a brand-new cricket square takes time and resources. This would need to be completed by a specialist contractor and quotations for options to undertake this are currently being sought. Sport England provide guidance on the likely costs of creating a new cricket square, with this figure being £21,000. In addition, the net and post system would likely cost a further £5,000. Neither of these figures have been factored into the original costings for the site and would need to be funded, potentially by relying on external sources.

The timeline for the build includes the closure of the cricket square for the 2025 season which should provide sufficient time for the works to relocate the square to be undertaken.

Sport England have also recommended that a consultant be used to assess the risk and required mitigation for the new location of the field. Whilst this may not be a requirement from Dartford Planning, it is possible and a cost for this has been obtained of between £1,200 and £2,000 depending on the need for a site visit.

AGENDA ITEM 5

Town Council 23/03/2023

Current Cricket Provision – Financial Implications

The operation of the cricket square produces an annual income to the Town Council for hire. The size of the square and levels of use dictate that the space can facilitate a maximum of two teams sharing the pitch per season. Each team are allocated a maximum of 13 fixtures with the season average being around 20 matches played per year between the x 2 teams currently using the field. This use generates an income of £2,200 per year.

In the last 5 years the Town Council has had to spend approximately £1,200 on specialist equipment to maintain the square. 7 years ago, the Town Council had to replace the x 2 specialist cricket mowers at a cost of £6,600.

The staffing time associated with preparing and maintaining the square equates to approximately 270-man hours per year, which has an equated cost of £2,560 per year.

The Town Council also spends approximately £1,600 on specialist spray, loam and seed to ensure the surface is playable, and £300 per season to hire a roller to ensure the track is flat.

Total Income Per Year	£2,200	Total Expenditure Per Year	£4,560
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Members Consideration

Members are asked to discuss, and advise, on the following key points in turn:

1. Taking into account the current financial implications, is cricket a viable sport provision to operate from Broomfield Park? (Please note that making the decision to not offer cricket could also result in a negative response from Sport England)
2. If cricket is to continue being provided, that Members understand the impact of Sport England's comments on the Community Hub application?
3. That if cricket is to continue then the Town Council would have to assume the financial implications of having to move the square/football pitches and provide any mitigation (e.g. nets) that are specified by Dartford Planning, which could include further consultants' fees?

Attached for members information:

- A. Sport England's Planning Comments
- B. Current and proposed cricket/football plan initially provided to Dartford Planning
- C. Amended cricket/football plan to meet Sport England's requirements.
- D. An example of the mitigation netting that may be required

Recommended: To discuss and advise accordingly.

(A)

Sent: 21 February 2023 15:44:57
To: Planning Reps

Subject: FW: App Ref: 23/00118/FUL - Swanscombe Pavilion, The Grove DA10 0AD - Sport England Ref: PA/23/SE/DA/63850
Attachments: East Meon CC v East Hants DC 2014 JUDGEMENT.pdf

CAUTION: 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. Remember your cyber security training and report anything suspicious.

Thank you for consulting Sport England on this application.

It is understood that the proposal prejudices the use, or leads to the loss of use, of land being used as a playing field or has been used as a playing field in the last five years, as defined in The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Statutory Instrument 2015 No. 595). The consultation with Sport England is therefore a statutory requirement.

Sport England has considered the application in light of the National Planning Policy Framework (in particular Para. 99), and against its own playing fields policy, which states:

'Sport England will oppose the granting of planning permission for any development which would lead to the loss of, or would prejudice the use of:

- all or any part of a playing field, or
- land which has been used as a playing field and remains undeveloped, or
- land allocated for use as a playing field

unless, in the judgement of Sport England, the development as a whole meets with one or more of five specific exceptions.'

Sport England's Playing Fields Policy and Guidance document can be viewed via the below link:

https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport#playing_fields_policy

An application for ancillary facilities on a playing field is to be assessed against exception 2 of our playing fields policy, that says;

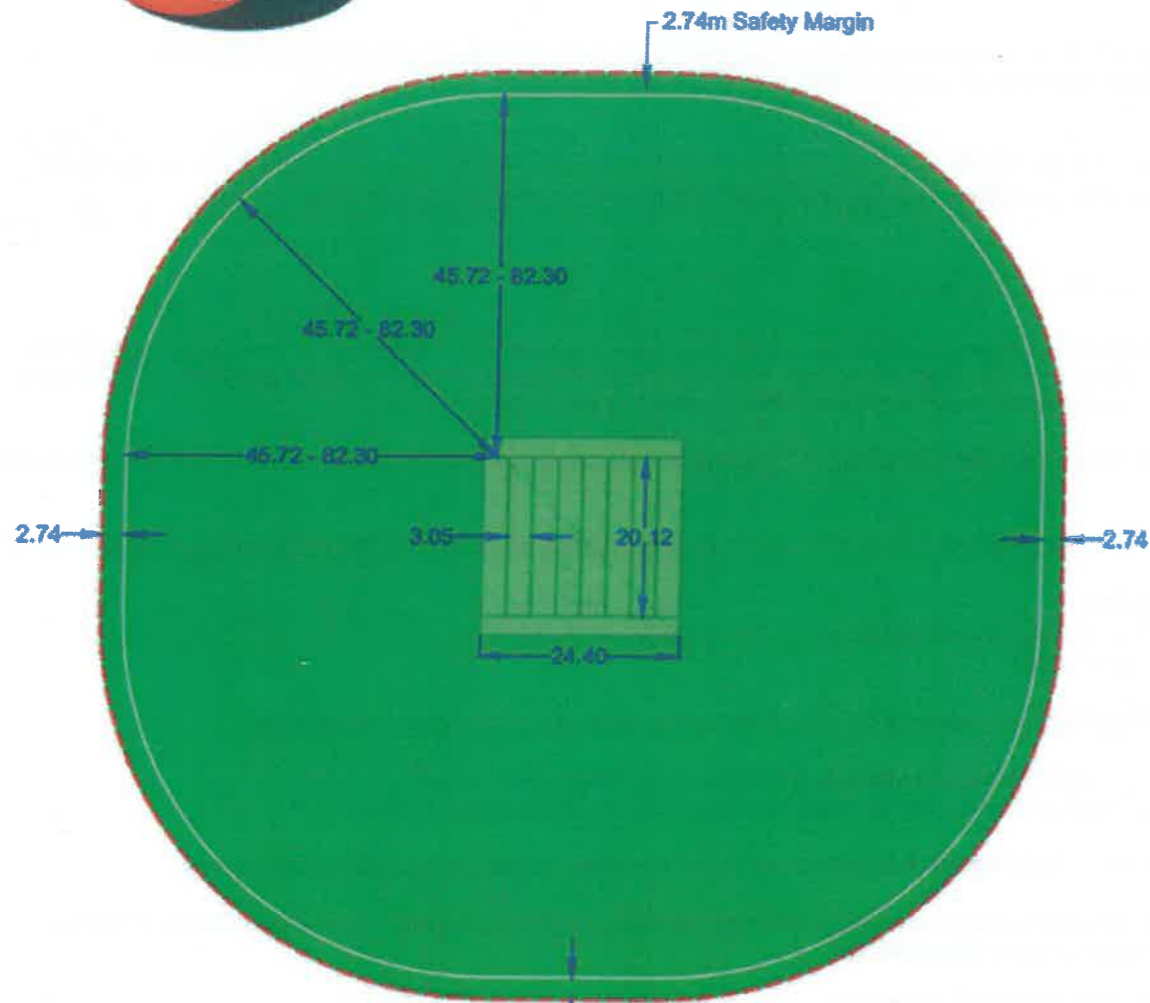
'The proposed development is for ancillary facilities supporting the principal use of the site as a playing field and does not affect the quantity or quality of playing pitches or otherwise adversely affect their use.'

The Proposal and Assessment against Sport England Policy

The proposal is for new pavilion facilities, the need for which has been identified for some considerable time locally. The new building would represent an improvement to existing facilities and have no detriment to the football pitches that are able to be re-sited elsewhere on the playing field. The design has been produced in line with the FA's clubhouse design guidance. The Football Foundation on behalf of the Kent FA has confirmed that it is fully in support of the development.

The new building would impact on the boundary of the existing cricket pitch. It is proposed that this should also be re-sited however there is no information in the application documents as to how this would be achieved. It is not sufficient simply to mark out the cricket square elsewhere, the square needs to be suitably prepared and given time to establish, typically for between 18 and 24 months before it can be used. It is also necessary for the square to be outside of the 3m safety run off area from each football pitch perimeter line and for the cricket outfield to meet with the ECB's minimum dimensions for a senior pitch, as shown diagrammatically below.

8 Strip Cricket Pitch & Outfield Dimensions



This folder is up

Sport England is also concerned that the proposed public areas of the new community hub, particularly the public eating area room fronting onto the playing field and the outdoor terrace introduces a new and significant ball strike risk onto the playing field that could potentially prejudice the use of the site for cricket in the future.

Sport England and the ECB have become increasingly aware of the risk of ball strike in recent years as there has generally been an increase in cases where this issue has arisen. As cricket bat technology has developed, experience demonstrates that even amateur club cricketers can frequently strike the ball in excess of 70 metres.

Sport England's view is that the risk of ball strike posed to the proposed community hub is a significant material consideration that falls within the scope of prejudicing the use of the playing field, and therefore is a matter for which Sport England's comments are to be treated as a statutory consultation response. This is a matter that has been considered in the High Court in the decision to quash a planning consent for development adjoining the East Moen cricket ground in East Hampshire District (High Court Ref: Case No: CO/1894/2014), partly on the grounds that a decision had been made without due consideration of the issue of the potential for damage and injury from cricket balls (see attached).

In summing up the case, the Inspector said: "The representations made by Sport England, that the proposed mitigating measures were unenforceable and a permanent ball-stop fence was required, were sound. In my judgment, the officers and the Planning Committee failed to have proper regard to the representations of Sport England in its capacity as statutory consultee. In consequence the proposed development creates unacceptable risks for its future occupants and for the cricket club".

Sport England would also draw the Council's attention to a recent Ombudsman decision against Shropshire Council in regard to that council not considering ball strike impact in granting permission for a new dwelling amongst a group of existing dwellings, a summary of which can be viewed, and the full report downloaded at <https://www.lgo.org.uk/information-centre/news/2020/mar/village-cricketers-forced-to-move-because-of-planning-error>

The current application does not consider the ball strike risk on the intended community users of the proposed community hub. Failure to adequately consider that matter now could pose an existential threat to the cricket pitch and, also, a serious risk of personal injury to future users of the development and damage to the building.

It is possible that with suitable ball strike protection that the risk can be suitably mitigated through the provision of ball strike fencing / netting but the necessary mitigation needs to be established in advance of any planning permission being granted, since the mitigation required that might be a fence on the boundary in the range of 18m – 21m in height could itself prove to be unacceptable to the Council.

There is currently one company who have proven to the ECB that they have a detailed methodology to analyse ball trajectory and are able to indemnify liability, Labosport UK Ltd, contact details as follows:

Labosport UK Ltd

~~~~~ E: [info@labosport.co.uk](mailto:info@labosport.co.uk)

~~~~~ T: 0115 968 1998

Sport England's recommends that the applicant should instruct Labosport to undertake an assessment, and where this demonstrates that there is a risk of ball strike, to put forward appropriate proposals for mitigation in line with the recommendations in this assessment. Where this involves solutions such as ball-stop netting, in accordance with the agent of change principle as set out in Paragraph 187 of the NPPF, the applicant should make appropriate provision for the implementation and future maintenance of any proposed ball stop mitigation measures.

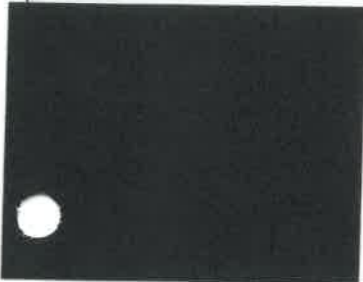
Conclusion

In light of the above, Sport England currently **objects** to the proposal since, although the new pavilion is supported in principle, further consideration is required regarding its impact on cricket and any necessary mitigation.

Should the local planning authority be minded to grant planning permission for the proposal, contrary to Sport England's objection then in accordance with The Town and Country Planning (Consultation) (England) Direction 2021, the application should be referred to the Secretary of State, via the Planning Casework Unit.

If you would like any further information or advice, please contact me.

Yours sincerely,



We have updated our Privacy Statement to reflect the recent changes to data protection law but rest assured, we will continue looking after your personal data just as carefully as we always have. Our Privacy Statement is published on our [website](#), and our Data Protection Officer can be contacted by emailing [Gaile Walters](mailto:Gaile.Walters)

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KEY

- Existing Building
- Existing Pitches
- Existing Pitches to be relocated
- Proposed Relocated Pitches

Proposed Block Plan @ 1:500
 Scale 1:500

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NOTES
 Do not scale

Verify all dimensions on site before commencing any work or preparing any shop drawings

All building materials, components and workmanship to comply with the appropriate Public Health Acts, Building Regulations, British & European Standards and Codes of Practice and to the appropriate manufacturers recommendations.

For all specialist work see relevant drawings

All schemes to be set out completely including buildings, roads, drainage and levels prior to the commencement of works

Sites to be checked against Land Registry plans and any necessary Easements to be established

Any discrepancies, errors or omissions to be reported to the architect for further instructions before commencement of works

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| J | | |
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| E | | |
| D | | |
| C | | |
| B | 22.11.22 | Agreed amendments LW |
| A | 18.11.22 | Building position and external landscaping updated LW |
| Date | Revisions | By |

DAC Architects

21 Stone Street, Gravesend, Kent, DA11 0NP
 Tel: 01474 586996 Fax: 01474 320374
 Design@DACarchitects.co.uk

Project Title
**The Pavilion
 The Grove,
 Swanscombe, Kent
 DA10 0GA**

Client
**Swanscombe & Greenhithe
 Town Council**

Drawing Title
**Proposed Block Plan
 @ 1:500**

| | | |
|-------------|------------|----------|
| Scale | Date | Drawn By |
| 1:500 @ A1 | 24.10.2022 | LW |
| Project No. | Dwg. No. | Rev. |
| 5351 | D-06 | B |

(C)

(C)

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NOTES

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- Verify all dimensions on site before commencing any work or preparing any shop drawings
- All building materials, components and workmanship to comply with the appropriate Public Health Acts, Building Regulations, British & European Standards and Codes of Practice and to the appropriate manufacturers recommendations.
- For all specialist work see relevant drawings
- All schemes to be set out completely including buildings, roads, drainage and levels prior to the commencement of works
- Sites to be checked against Land Registry plans and any necessary Easements to be established
- Any discrepancies, errors or omissions to be reported to the architect for further instructions before commencement of works

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| J | | |
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| F | | |
| E | 09.03.23 | Pitch relocation and nets LDM |
| D | 06.03.23 | Pitch relocation and nets LDM |
| C | 29.11.22 | Application site red line added LW |
| B | 22.11.22 | Agreed amendments LW |
| A | 18.11.22 | Building position and external landscaping updated LW |
| Date | Revisions | By |

DAC
Architects

21 Stone Street, Gravesend, Kent, DA11 0NP
Tel: 01474 506996 Fax: 01474 320374
Design@DACarchitects.co.uk

Project Title
**The Pavilion
The Grove,
Swanscombe, Kent
DA10 0GA**

Client
**Swanscombe & Greenhithe
Town Council**

Drawing Title
**Proposed Block Plan
@ 1:500**

| | | |
|-------------|------------|----------|
| Scale | Date | Drawn By |
| 1:500 @ A1 | 24.10.2022 | LW |
| Project No. | Dwg. No. | Rev. |
| 5351 | D-06 | E |

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KEY

- Existing Pavilion
- Application Site
- Right of Way Access
- Existing Pitches
- Existing Pitches to be relocated
- Proposed Relocated Pitches

Proposed Block Plan @ 1:500

Scale 1:500



①



21 Stone Street, Gravesend, Kent, DA11 0NP
www.dacarchitects.com
leslie.may@dacarchitects.co.uk 01474 566996

DESIGN DATA SHEET 001

SWANSCOMBE PAVILION - 5351

ALL STOP NET & POST SYSTEM – 28MM, 6M X 10M

Removable ball stop post & net system, including sockets, pulleys, cleats and hauling ropes.



20ft [6m] height, 33ft [10m] length

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AGENDA ITEM 6

Town Council 23/03/2023

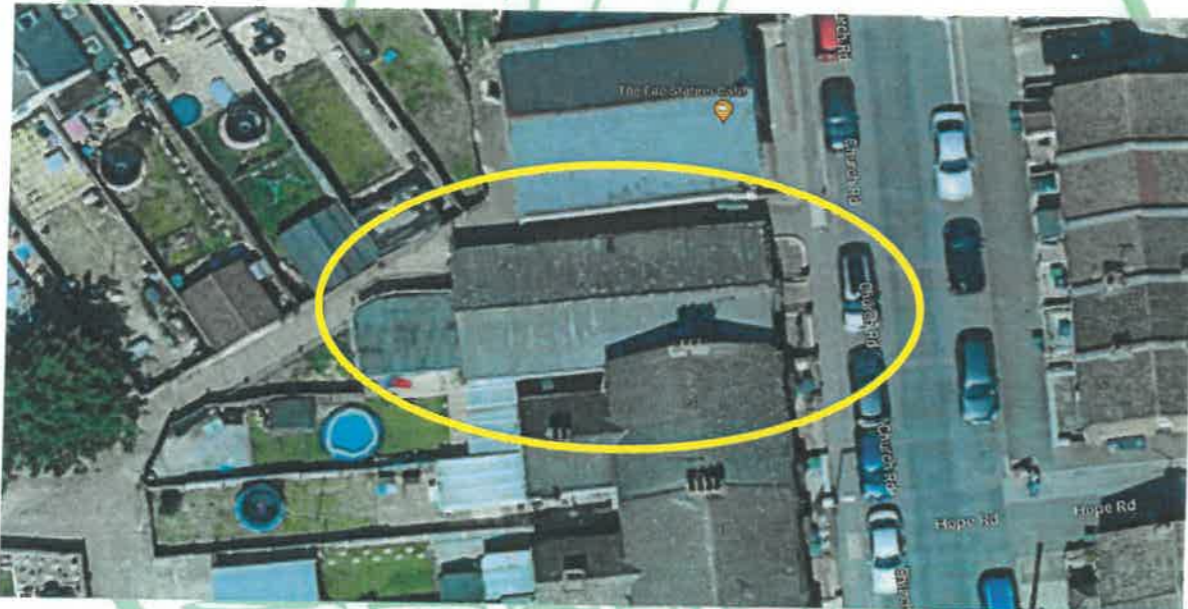
CHURCH ROAD HALL – ROOF

Background

Members were previously advised (minute 441/22-23 Finance & General Purposes Committee 9 March 2023) that it had been necessary to close the Church Road Hall due to numerous leaks in the roof and that this would be reported into the next appropriate meeting in more detail.

Leaks have been a recurring concern of the Church Road Hall, with records indicating attempts at repair have been undertaken over the last 11 years. Whilst some solutions have stopped issues for a period of time, nothing has resolved the issue and the roof is now degrading in multiple locations.

The roof is a pitched roof made of Asbestos Concrete sheets, that abuts the house at number 2 Church Road on one side (with a box gully in between) and overhangs the alleyway next to the Old Fire Station on the other.



The original conveyance on the Church Road Hall dates the buildings construction back to 1932.

At present the existing hirers of the hall have either been relocated to available spaces at the Town Council Offices Hall, given the option to operate from the Old Fire Station Community Café (if size and space allows) or have chosen to suspend their bookings for the time being. At present we have only lost one booking of 2 hours per week.

AGENDA ITEM 6

Town Council 23/03/2023

Roof Solutions – Financial Implications

Whilst multiple companies have been contacted for quotations to date two companies have visited site and provided prices for a solution.

Option 1 – Replace the Roof

This would involve safely removing the existing asbestos roof, installing new insulation, installing a metal corrugated roof, new fascia's and guttering (including a box gully between the two adjoined buildings).

The price includes all works and the required scaffolding for the site and permits needed for the alleyway adjacent to the Old Fire Station.

The company can mobilise in approximately 2 weeks and would take approximately 4 weeks to complete the works (weather dependant).

The cost of this solution is: **£TBC (provided either prior to or at the meeting)**

Option 2 – Repair & Treat

This would involve the existing roof being professionally cleaned to remove all debris (moss and dust) to enable all cracks and holes to be exposed. All bolt holes and joins would be specially treated. All cracks and holes would be filled with a 3-part process of building up fibres and then treated. Once preliminary works are undertaken the whole roof, along with the box gully, would be liquid coated and waterproofed.

This process is undertaken by a specialist contractor and comes with a 20-year warranty.

The process takes approximately 2 weeks (weather dependant) but the company at present have a 8 week lead in time.

The cost of this solution is: **£ TBC (provided either prior to or at the meeting)**

Considerations

Whilst quotations are being sought for both replacement and repair these are the only two solutions to remedy the roof. The dilemma facing the Town Council is the cost. At present this was an unknown expense that would not be covered by insurance as it is classed as wear and tear. The Town Council does have money allocated to both the Financial Risk Assessments (FRAs) and Community Infrastructure Levy (CIL) at present these are designated for other futures tasks and projects. There is currently £11,000 in the allocated FRAs for Church Road Hall but this is for future improvements to items such as the kitchen, toilet areas and redecoration as needed.

Please note that the costs indicated above do not include the expense to make good on the water damage caused to the wall and suspended ceiling.

AGENDA ITEM 6

Town Council 23/03/2023

Church Road Hall – Current Financial Implications

Prior to the closure the Church Road Hall was operating with approximately 11 hours of regular weekly hire. In addition, the hall had been used for ad-hoc meetings and social events.

The hire levels were expected to secure an income generation for the hall of approximately £6,000 per year. The hall costs the Town Council £8,900 per year to operate.

As part of the review of Town Council building assets undertaken 4 years ago it was confirmed that the building is not covenanted and could be sold without the need for consultation other than the statutory disposal notifications required by Local Government. At that time the site was given an approximate valuation of between £120-£150k as land value only. With the volatility of the housing market in the current climate a guestimate could not be made of its current value without approaching an agent to undertake this.

Members Consideration

Members are asked to discuss, and advise, on the following key points in turn:

1. Taking into account the current financial implications, is it viable to invest further in the Church Road Hall as a community space?
2. If a solution is to be undertaken to bring the hall back into use, would members wish this to be a replacement roof or repair the existing roof?
3. If the roof is to be repaired or replaced, Members are asked to consider how this should be funded?
4. If Members feel that the investment in the Church Road Hall is not viable then a direction / timeline needs to be considered for what steps are to be taken next e.g. disposal, staff considerations etc.

Attached for members information:

- A. Pictures of the damage and water discovered following recent rainfall (please note further leaks have since been identified but not photographed).

Recommended: To discuss and advise accordingly.

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