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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Recreation, Leisure & Amenities Committee

Councillor Peter Harman - Chairman
Councillor Emma Ben Moussa - Vice-Chairman
Councillor Anita Barham
Councillor Lorna Cross
Councillor Ann Duke
Councillor Linda Hall
Councillor John Hayes
Councillor Lesley Howes

To all other Councillors: For information only

A Meeting of the above Committee will be held on

Thursday 23 September 2021 at 7.00pm

**at: The Council Offices, The Grove, Swanscombe,
Kent, DA10 0GA.**

Graham Blew
Town Clerk

Dated: 16 September 2021

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 10 onwards.

Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.

A G E N D A

1. To receive Apologies for Absence.
2. Substitutes.
3. Declarations of Interest in Items on the Agenda.
- * ***As per Standing Order 34 c), and at the Chairman's discretion, the meeting will be adjourned at this point to allow any members of the public to address the meeting in relation to the business to be transacted at the meeting. Members of the public are allowed to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.***
4. Items as Deemed Urgent by the Chairman / matters arising from previous minutes and their position on the Agenda (for discussion/information only, not for decision).
5. To confirm the Minutes of the Meeting held on 20 July 2021 (p).

6. **SENIOR GROUNDSMAN/GARDENER'S REPORT (p).**

Please see the attached report.

Recommended: That the report be noted.

7. **TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.**

7.1 **OPEN AIR CINEMA UPDATE (p).**

The open-air cinema events were hosted on 24 and 26 August this year at Knockhall & Broomfield Parks respectively.

Prior to the events the Town Councils usual cinema screen contractor informed the Town Council that they were unable to screen the events due to their equipment being stolen.

An alternative supplier was sourced, and the screenings were very well attended.

The alternative supplier operates with an LED screen system as opposed to an air screen, meaning they are not light dependant as to when films can be shown.

It is planned to use this supplier going forward but officers intend to survey the public to ascertain the preferred screenings times for 2023. This will undertaken once the budget for this event is agreed within the estimates in January 2023.

Recommended: To note.

7.2 DAMAGED TREE – MANOR PARK, SWANSCOMBE (p).

On 28 July 2021, during a period of high winds, a branch fell from a tree within manor park causing a health and safety concern to the footpath and highway within Swanscombe Street. The sections of fallen tree were removed and made safe.

The Town Council has had the tree in question assessed by our approved Tree Surgeon, see attached.

This survey has identified that the tree is showing signs of internal decay and have recommended that it be felled. This work has been agreed at a cost of £600.00+VAT, and will be funded from the normal tree budget, cost code 54.

Recommended: To note and endorse the decision to have this tree felled on the recommendation of the Town Councils approved Tree Surgeon.

7.3 OLD FIRE STATION COMMUNITY CAFÉ UPDATE.

During the routine Environmental Health (DBC) visit to the café in July 2021, the inspector highlighted the low level of ventilation in the food preparation area. This was felt to be increasing the overall temperature in the kitchen and impacting on food storage.

The inspector has changed the food hygiene rating for the café from a 5 down to a 4.

Officers are currently liaising with a contractor to install additional vents within this area to remedy the situation going forward.

Recommended: To note.

7.4 COUNCIL OFFICE AND CAFÉ CHRISTMAS OPENING ARRANGEMENTS (p).

Attached is a calendar for the Council Offices and Café over the Christmas and New Year. Members are asked to consider when they wish the office and café to be closed over the festive period. Officers have been consulted and have no objection to using annual leave entitlement to cover any periods of closure.

Recommended: To agree the opening days of the offices and café over the festive period with a notice being displayed, in advance, advising Members of the Public of the closures. As per previous years a relevant message would also be recorded for the Council Office answer machine for this period.

8. EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: 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 press and public leave the meeting during consideration of the following item.

9. GROVE HALL (p).

Please see confidential report.

Recommended: To discuss and advise accordingly.

10. THE SWANSCOMBE CENTRE – GCLL – UPDATE (p)

Please see the confidential update email attached.

Recommended: To note.

INFORMATION IN THE OFFICE.

- Allotment & Leisure Gardener – Issue 3, 2021



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Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithetowncouncil.gov.uk>

