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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 24 November 2022 at 7.00pm

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

Graham Blew

Graham Blew
Town Clerk

Dated: 18 November 2022

Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 8 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.

AGENDA

1. To receive Apologies for Absence (*Local Government Act 1972, s.85*).
2. Substitutes.
3. Declarations of Interest in Items on the Agenda (*Localism Act 2011, s.31*).
- * ***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 of the Meeting held on 22 September 2022 (*full Council 20 October 2022*).
(*Local Government Act 1972, Sch 12, Para 41(1)*).
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 **LAND ADJACENT TO PARKWOOD HILL (KNOCKHALL RECREATION GROUND) (p).**

A strip of land beyond the fence line was brought to the Town Councils attention and upon investigation this area falls within the Town Councils ownership (Appendices A and B).

The land contains trees that have previously not been included in the Town Councils maintenance programme. A survey was undertaken of the trees and the results are provided along with a quotation to have the required works undertaken (Appendices C and D).

Members are asked to agree to having the works undertaken and to include this area in future programmed tree surveys.

These works could be funded from the Capital Growth and Contingency Fund within the Financial Risk Assessments.

Once members have considered this item the Assistant Property Manager, Remus Management Ltd. will be invited to a site meeting to discuss boundary and access issues as well as any possible removal of fences/plants etc.

Recommended: To agree to having the tree works, as detailed, undertaken.

7.2 LEYLANDII IN KNOCKHALL RECREATION GROUND (p)

There is an “L” shaped row of Leylandii next to the play area in Knockhall Recreation Ground which are very large and becoming unruly, as well as causing the ground beneath them to become bare and not aesthetically pleasing.

The attached quote has been obtained to have these Leylandii trimmed/reduced.

These works are able to be funded from the Capital Growth and Contingency Fund within the Financial Risk Assessments.

Recommended: To agree to have the tree works, as detailed, undertaken.

7.3 “MEMORIAL” IN HERITAGE PARK (p).

At the previous meeting, minute 198/22-23, Members agreed for this item to be deferred, and the memorial left in situ, whilst final attempts were made to identify the family concerned and request that they apply for a memorial as per the Town Council Memorial Policy.

Members are asked to consider how to deal with this issue and to assist, a copy of the Town Councils Memorial Policy is attached.

Recommended: To discuss and advise accordingly.

7.4 ACCESSWAY AT SIDE OF THE SWANSCOMBE CENTRE, CRAYLANDS LANE (p).

A Councillor has been approached by one resident who is extremely concerned that cars parking on both sides of the accessway could obstruct emergency services should they need to use the accessway.

To assist members photos of the accessway are attached.

Nb. During the recent hot/dry weather the fire brigade attended fires in the Heritage Park on several occasions and were able to access the Heritage Park via the gate at the end of the accessway.

Recommended: To discuss and advise accordingly.

7.5 THE PAVILION PROJECT – SERVICE IMPLICATIONS (p).

Further to minute 278/22-23 where item 4 of the recommendations was deferred for further consideration by this committee.

“That members are aware of the service implications and understand how the 2023 cricket season would be managed, should teams choose to hire the pitch.”

On the day after the Leases & Legal Sub-Committee met, 4 November 2022, officers contacted the current hirers of the football and cricket facilities and ensured they were aware of what facilities would be available/provided during the duration of the Pavilion Project.

One suggestion raised was the installation of temporary portacabins. Having investigated this, officers found that it would not be feasible or cost effective.

The current football hirers also enquired about the possibility of temporarily re-locating the smallest junior pitch in Broomfield to the other side of the park (in between the x2 senior pitches). This has been investigated by the Senior Groundsman/Gardener who will update members at the meeting.

Swanscombe Tigers FC have provided a copy of their observations, and this is attached as appendix A for members consider action and discussion.

Recommended: To discuss and advise accordingly.

7.6 OUTSTANDING PLAY EQUIPMENT WORKS FROM THE ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT (p).

The attached quote has been received from the manufacturer of the play equipment in Swanscombe Park. Whilst these items were highlighted as Low to Medium risk given the nature of the equipment (wood and nets) it is felt to be advisable to have these undertaken to prevent further deterioration and reduce the risk of accidents. Making this decision now would also be prudent financially as any further delay would likely to incur an increase in material and installation costs.

These works could be funded from the Financial Risk Assessment budget currently allocated for the replacement of the Changing Rooms at Knockhall Recreation Ground.

Recommended: To have the works, as detailed, undertaken

7.7 REQUEST TO USE SWANSCOMBE PARK (p).

In line with the Town Council Policy for use of Parks/Open Spaces by External Organisations the attached request has been agreed.

Recommended: To endorse the Town Clerks actions in dealing with this request.

7.8 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.

7.9 HALL HIRE OVER FESTIVE PERIOD.

Members are asked to formally set a Policy that the current community halls are not available to hire on Christmas Day or New Year's Day.

There have previously been no booking requests for either and it is felt that due to the nature of these days that it would prove difficult to get caretaker cover for any bookings.

The Terms & Conditions of Hire would be amended to reflect this change.

Recommended: To agree that no hall hire bookings for Christmas Day and New Year's Day are taken for the current community halls.

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. GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2023 FOR THE SWANSCOMBE CENTRE (p).

In accordance with the Management Agreement (Section 28), the Head of Operations, GCLL, has advised of the proposed Scale of Charges for 2023 and has included the current charges for information.

Recommended: To agree the proposed Scale of Charges for 2023, submitted by GCLL, for The Swanscombe Centre.

10. INGRESS PARK COMMUNITY CENTRE – UPDATE (p).

Members are asked to consider the attached confidential Working Group meeting notes.

A verbal date update will also be provided at the meeting.

Recommended: That the item be noted.

INFORMATION:IN THE OFFICE:

- Allotment & Leisure Gardener, Issues 3 and 4, 2022.



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

