

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 30
JUNE 2022 at 7.00PM

PRESENT: Councillor Emma Ben-Moussa – Vice Chairman in the Chair
Councillor Anita Barham
Councillor Lorna Cross
Councillor Ann Duke
Councillor Linda Hall
Councillor Lesley Howes

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Dan Usher – Senior Groundsman/Gardener

ABSENT: There were none

69/22-23. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

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

70/22-23. **APOLOGIES FOR ABSENCE.**

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

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

RESOLVED:

That the reasons for absence, for the above Town Councillors, be formally accepted and approved.

71/22-23. **SUBSTITUTES.**

There were none.

72/22-23. **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.

73/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

74/22-23. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 16 MARCH 2022.

Recommended: That the Minutes of the Meeting held on 16 March 2022 were approved and signed as a true record.

75/22-23. SENIOR GROUNDSMAN /GARDENER'S REPORT.

Members were provided with a copy of the report which updated members on the work undertaken, by the Parks Department and the work planned which included:

Broomfield Park, Heritage Park, Knockhall Park, Manor Park, Swanscombe Park, Saxon Court and Equipment.

Recommended: That the information be noted.

TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.

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). Member's 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.

77/22-23. REPLACEMENT TREES – SWANSCOMBE PARK.

Further to minute 461/21-22 members were issued with options for the x2 trees to replace the felled cedar tree provided by the tree surgeon/specialist.

Members were asked to consider the options and select the x2 that they would like to be purchased and planted and to agree the location within the park.

Recommended: That x1 Persian Ironwood and x1 Himalayan White Birch, as detailed in the report, be purchased, and planted at locations, selected by the Senior Groundsman/Gardener, within Swanscombe Park.

78/22-23. DAMAGED TREES AT MANOR PARK.

The Town Council had planted x2 replacement trees in Manor Park on 18 February 2022 (in place of the x1 removed). Unfortunately, on 15 June 2022 these were discovered as having been broken/snapped by Anti-Social Behaviour.

Recommended: That the item be noted and that no further action be taken.

79/22-23. FOOTBALL PITCH ALLOCATION.

Further to minute 569/17-18 (Recreation, Leisure & Amenities Committee 22 March 2018) members were supplied with a copy of the football pitch allocations for 2022 – 2023 football season.

Recommended: That the pitch allocations for 2022 – 2023 be noted.

80/22-23. REQUEST TO HIRE BROOMFIELD PARK.

A request to hire Broomfield Park on Monday 25 July 2022 had been received and members considered the Event Notification Form, a copy of the Policy for Use of Town Council Parks/open Spaces by external organisations and the organisers responses to enquiries put to them.

Recommended: That the request be approved, as detailed, and the organiser ensures that it is made clear that it is not a Town Council event.

81/22-23. REQUEST TO USE KNOCKHALL PARK AS FIRE ASSEMBLY POINT.

Members discussed the request that had been received to use Knockhall Park as a Fire Assembly Point.

Recommended: That the request be approved, as detailed.

82/22-23. YOUTH HUB OUTREACH PROJECT (KENT COUNTY COUNCIL).

The Youth Hub Delivery Manager for the Dartford District had contacted the Town Council to advise that they wished to re-instate the outreach project whereby they come in their outreach van and park alongside Broomfield Park and engage/work with the young people. They were still in the planning stage but were looking to deliver a weekly service starting around Wednesday 8 June 2022.

The Town Clerk had responded that this was something the Town Council would welcome provided any equipment/litter was removed from the site and that any marked areas of the park were not used.

Recommended: That the item is noted, and the actions of the Town Clerk are endorsed.

83/22-23. FOOTBALL CONTRACT DURATION – CORRESPONDENCE FROM SWANSCOMBE TIGERS FC.

The Town Council had received a query from Swanscombe Tigers regarding charging for football fixtures that fell outside of the contract period of hire for the Town Councils facilities.

Members considered the correspondence received from Swanscombe Tigers FC and, after discussion, it was agreed:

Recommended:

1. Games played after the end of the contract date are chargeable.
2. Any games played after the end of the contract date must be played at Knockhall Park, by the end of May, subject to availability.

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.

85/22-23. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.

Members were requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk will consult with the Town Mayor, if appropriate, before any business is transacted. If any emergencies do occur during this time the Executive & Emergency Committee would be convened.

Recommended:

That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period.

There being no further business to transact the Meeting closed at 8.10 pm.

Signed: _____ Date: _____
(Chairman)