

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE  
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 6  
OCTOBER 2022 at 7.00PM

**PRESENT:** Councillor Peter Harman - Chairman  
Councillor Anita Barham  
Councillor Lorna Cross  
Councillor Ann Duke

**ALSO PRESENT:** Martin Harding – Assistant Town Clerk/RFO

**ABSENT:** There were none

**190/22-23. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

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

**191/22-23. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Emma Ben Moussa due to medical reasons.

An apology for absence was received from Councillor Linda Hall due to other commitments.

An apology for absence was received from Councillor John Hayes due to other commitments.

An apology for absence was received from Councillor Lesley Howes due to other commitments.

An apology for absence was received from the Town Clerk, due to other commitments.

An apology for absence was received from the Senior Groundsman Gardener, due to medical reasons.

**RESOLVED:**

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

**192/22-23. SUBSTITUTES.**

There were none.

**193/22-23. 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.***

**194/22-23. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**195/22-23. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 30 JUNE 2022**

**Recommended:** That the Minutes of the Meeting held on 30 June 2022 were approved and signed as a true record.

**196/22-23. 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.

Members were also provided with a tabled report which outlined the need to replace one of the Parks vehicles following the results of a recent service being undertaken.

**Recommended:**

1. That the report be noted.
2. That authority be delegated to the Town Clerk to source and purchase the most appropriate, best value, low carbon vehicle suitable for the task, within the available budget indicated within the FRA's.

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

**197/22-23. HANDRAIL AT ST PETER & ST PAULS CHURCH.**

Further to minute 390/21-22 where the Town Clerk was delegated authority to arrange the installation of a metal handrail. This had been undertaken by, by Kent Highway Services (KHS), on 30 August 2022.

**Recommended:** That the information be noted.

**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.

**199/22-23. ENVIRONMENTAL ACTION PLAN WORKING GROUP - UPDATE.**

The Environmental Action Plan Working Group had met on the 30 June and 7 September 2022 to discuss the results of the Town Council undertaking the Kent Association of Local Councils (KALC) Carbon Footprint Calculator and to create a draft Environmental Action Plan.

Members had previously been supplied with the information and notes from the meetings and the Carbon Footprint Calculator.

A minor amendment was proposed, and agreed, to the draft Environmental Action Plan to add ... ‘and any other initiatives that the Town Council ever become aware of, and deem appropriate, to use for publicity purposes’, to the second bullet point under Education.

**Recommended:** That the information be noted and that the minor amendment to the draft Environmental Action Plan, as detailed, be made.

**200/22-23. JUNIOR PARK RUN.**

Members had previously agreed a request for a weekly (Sunday) Junior Park Run to be held in the Heritage Park.

Due to Covid 19 this had been delayed but, the organisers had now been back in touch and hoped to begin shortly.

Members considered a revised course proposed by the organisers.

**Recommended:** That the revised course for the Junior Park Run be agreed.



**201/22-23. YOUTH HUB OUTREACH PROJECT (KENT COUNTY COUNCIL).**

Further to minute 82/22-23 x3 Youth Services provision had been confirmed by Kent County Council and Play Place.

**Recommended:** That the item be noted.

**202/22-23. THE SWANSCOMBE CENTRE.**

Members were previously informed (email on 5 April 2022) that the Managing Director (MD) of GCLL was retiring and that their last day of service would be 1 July 2022.

GCLL had since advised that the newly appointed MD was Mr Stephen Wren and the Town Clerk, and Assistant Town Clerk, attended an informal welcoming meeting with Mr Wren and the Head of Operations, Mr Wayne Pedrick on 14 September 2022.

**Recommended:** That the item be noted.

**203/22-23. CORPORATE HEDGE PLANTING – BROOMFIELD PARK.**

Members were asked to consider whether a company, in conjunction with North West Kent Countryside Partnership (NWKCP), could plant a further section of trees to continue the Town Council's hedging project around the boundary of Broomfield Park.

The company, MSK Waste Management & Recycling Ltd, would purchase and plant approximately 1500 small trees on Thursday 24 November 2022.

**Recommended:** That consent be granted for Broomfield Park to be used as a site for a corporate hedge planting event, as detailed, on 24 November 2022.

There being no further business to transact the Meeting closed at 8.05 pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chairman)