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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**

**WEDNESDAY 18 January 2023 at 7.00pm**

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



Graham Blew  
Town Clerk

Dated: 13 January 2023

**Due to the confidential nature of the business to be transacted, the Press and Public will be excluded from the Meeting from item 9 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 Minutes of the Meeting held on 24 November 2022 (*full Council 8 December 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 **"MEMORIAL" IN HERITAGE PARK (p).**

At the previous meeting, minute 299/22-23, 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.

## 7.2 RECREATIONAL FACILITY CHARGES 2023 – 2024 (p).

Please find attached the proposed price increases, the Responsible Financial Officer (RFO) has increased them by 2.5% overall and rounded up appropriately. As previously agreed, the allotments have been increased by 10% to include the staged recovery of administration costs of the Allotment Association.

\*\* All these figures were taken into account when members previously agreed the Estimates for the forthcoming 2023 – 2024 financial year (*minute 369/22-23 Finance and General Purposes Committee and minute 375/22-23 Special Full Council 12 January 2023*).

**Recommended:** That the setting of the Recreational Facility Charges 2023 – 2024 be endorsed.

## 7.3 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 had 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).

As previously agreed, minute 297/22-23, the required tree works have been undertaken.

Emails have been sent to the Assistant Property Manager, Remus Management Limited to try and resolve the issue of the fence/plants that have been installed alongside the garage of the property in Parkwood Hill but, thus far, no response has been received.

This update is being provided to members in case further steps, which may include legal fees, are required to resolve this matter.

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

#### 7.4 COVID VACCINATION ROVING BUS – NHS KENT & MEDWAY INTEGRATED CARE BOARD (KMICB).

Some areas have been identified by the KMICB as being of low uptake for the Covid vaccination and the Town Council were approached to see if we were able to provide a suitable location that could be used in conjunction with other areas within Dartford. The Town Clerk has liaised with the Project Manager Covid and Flu Vaccination Team (KMICB) and Dartford Borough Council and it has been arranged for the Covid vaccination roving bus to operate from The Grove Car Park between 10am to 4pm on 19 and 26 January, 2 and 9 February 2023.

**Recommended:** That the item be noted, and the actions taken by the Town Clerk be endorsed.

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

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

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



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<http://www.swanscombeandgreenhithe town council.gov.uk>

