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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Recreation, Leisure & Amenities Committee

Councillor Peter Harman - Chairman  
Councillor Emma Ben Moussa - Vice-Chairman  
Councillor Lorna Cross  
Councillor Ann Duke  
Councillor Peter Harris  
Councillor Lesley Howes  
Councillor Dawn Johnston  
Councillor Elizabeth Wickham

To all other Councillors: For information only

**A Meeting of the above Committee will be held on**

**Thursday 23 November 2023 at 7.00pm**

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

Graham Blew

Graham Blew  
Town Clerk

Dated: 17 November 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.*

The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA.  
Tel: (01322) 385513 Fax: (01322) 385849

## 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 and sign the Minutes of the Meeting held on 21 September 2023 (*Full Council 19 October 2023*). (*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 TREES AT ST PAULS CLOSE, SWANSCOMBE (p).**

Unfortunately, x3 of the large Horse Chestnut trees around the outside of the church (St Pauls Close) have died and will require removal. We are currently awaiting the formal report from the tree specialist which will enable us to submit the TPO application to DBC and to inform the church and the neighbouring residential property.

Attached are photographs of the x3 trees and a diagram showing their locations.

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

### **7.2 JUNIOR PARK RUN – HERITAGE PARK.**

Prior to Covid a request had been agreed (minutes 434/18-19 and 335/19-20) for Junior Park Runs to be held in the Heritage Park. The organiser has been back in contact with the Town Council and, it is hoped that these events (Sunday mornings 9 to 10am) will begin soon.

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

### **7.3 THE OLD FIRE STATION – ASSET OF COMMUNITY VALUE (ACV) (p).**

Further to minute 177/23-24 the attached response was received from DBC which confirms that additional information would be required for any re-application and that this would include confirmation of the future use of the building as an ACV now and for the next 5 years.

**Recommended:** To discuss and advise accordingly.

### **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.



## 7.5 ESTIMATES FOR 2024 – 2025.

As Members are aware, Officers began work on the Annual Estimates for 2024 – 2025 earlier in the year and members were first asked for any suggestions in July (minute 120/23-24), with an agreed deadline of 31 August 2023, which were then duly considered at the Town Council meeting on 19 October 2023.

The Town Council meeting on 7 December 2023 will need to consider the draft Annual Estimates 2024 – 2025 which will then pass to be approved and endorsed by the full Council in January 2024 before setting the Council Tax Base for the 2024 – 2025 financial year.

**Recommended:** To note

## 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 2024 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 2024 and has included the current charges for information.

**Recommended:** To agree the proposed Scale of Charges for 2024, submitted by GCLL, for The Swanscombe Centre.

## 10. INGRESS PARK COMMUNITY CENTRE (IPCC) – UPDATE.

Further to the previous update, minute 181/23-24, a verbal update will be provided at the meeting.

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



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<http://www.swanscombeandgreenhithetowncouncil.gov.uk>

