

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE  
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 29  
JUNE 2023 at 7.00PM

**PRESENT:** Councillor Peter Harman – Chairman  
Councillor Ann Duke  
Councillor Peter Harris  
Councillor Lesley Howes  
Councillor Elizabeth Wickham

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

**ABSENT:** There were none

**73/23-24. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

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

**74/23-24. 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 Lorna Cross due to other commitments.

An apology for absence was received from Councillor Dawn Johnston due to other commitments.

An apology for absence was received from the Senior Groundsman/Gardener due to other commitments.

**RESOLVED:**

That the reason for absence, for the above Town Councillor/s, be formally accepted and approved.

**75/23-24. SUBSTITUTES.**

There were none.

**76/23-24. 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.***

**77/23-24. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**78/23-24. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 23 MARCH 2023**

**Recommended:** That the Minutes of the Meeting held on 23 March 2023 were approved and signed as a true record.

**79/23-24. 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, Equipment/Staffing and Miscellaneous.

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

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

**80/23-24. ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.**

The Annual Playground Safety Inspection had been undertaken at the end of March 2023 by a RPII (Register of Playground Inspectors International) / ROSPA (Royal Society for the Prevention of Accidents) Certified Playground Specialist. Members considered the report which showed that all but x4 of the risk criteria ratings were L (low) or VL (very low).

Members were informed that, as part of the Town Councils normal reviews for Best Value quotes had been obtained from alternative Certified Playground Specialists to undertake the Annual Safety Inspection and the current contractor offered the Best Value.

**Recommended:** That the Annual Playground Safety Inspection Report be noted.

**81/23-24. FUNDING APPLICATION RESULT – LOWER THAMES CROSSING: WIDER GREEN INFRASTRUCTURE PLAN.**

The Town Councils application for funding towards the improvement and maintenance of the Heritage Park had been successful with total project costs of £28,550.00 over 3 years having been awarded. Members were informed that these works, as detailed in the Project Costs provided, would be delivered by the funding partners, North West Kent Countryside Partnership (NWKCP).

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

**82/23-24. REQUEST TO USE SWANSCOMBE PARK.**

Members considered the request to use Swanscombe Park on Monday 21 August 2023 and, after discussion it was proposed, duly seconded, and agreed:

**Recommended:** That the request, as detailed, be agreed.

**83/23-24. FOOTBALL PITCH ALLOCATION.**

Further to minute 569/17-18 (Recreation, Leisure & Amenities Committee 22 March 2018) Members were issued with a copy of the football pitch allocations for the 2023 – 2024 football season.

**Recommended:** That the football pitch allocations for 2023 – 2024 be noted.

**84/23-24. 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 7.20 pm.

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