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# SWANSCOMBE & GREENHITHE TOWN COUNCIL

## Recreation, Leisure & Amenities Committee

Councillor K G Basson (Chairman)  
Councillor P M Harman (Vice-Chairman)  
Councillor Mrs A E D Barham  
Councillor Mrs S P Butterfill  
Councillor Ms L M Cross  
Councillor Ms L M Hall  
Councillor J A Hayes  
Councillor Ms L C Howes  
Councillor Mrs M B Kelly  
Councillor D J Mote  
Councillor B R Parry  
Councillor B E Read

To all other Councillors: For information only

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

**Thursday 22 March 2018 at 7.30pm** or on the rising  
the Special Town Council meeting taking place at 7.00pm

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

**Graham Blew  
Town Clerk**

*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.*

Dated: 16 March 2018

## **A G E N D A**

1. To receive Apologies for Absence.
2. Substitutes.
3. Declarations of Interest in Items on the Agenda.

***At the Chairman's discretion the meeting will be adjourned at this point to accept questions from the public.***

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 Minutes of the Meeting held on 1 February 20187 *(Town Council 15 February 2018)*.
6. **GROVE CAR PARK MANAGEMENT (p).**

Further to Minute 495/17-18 the Town Council published (12 February 2018) advance notice of the trial.

In response to face book entries Town Councillor P M Harman had arranged a Public Meeting at the Pavilion on 15 March 2018.

The Town Council received the attached correspondence/enquiries on 12 March 2018.

Members are asked to consider how they wish the Town Council to respond to the correspondence.

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

7. **PARKS – STAFFING UPDATE.**

There will be a verbal update given at the meeting.

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

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

### **8.1 ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT (p).**

Please find attached the results of the Annual Playground Safety Inspection. Members will see that most of the risk criteria ratings are L (low) or VL (very low).

As members will see, the amount of issues highlighted in the report has greatly reduced (due to the planning and investment made by the Town Council). One item members are asked to consider is the replacement of the Link Non Bump See-Saw on Wetpour at Broomfield (page 1 of 4). This has been highlighted as Medium risk and provision was made in the estimates for this item.

#### **Recommended:**

- 1 To note the Annual Playground Safety Inspection Report and to delegate responsibility to the Town Clerk to have the highlighted works undertaken during the forthcoming year.
- 2 To consider replacing the Link Non Bump See-Saw at Broomfield.

### **8.2 FOOTBALL PITCH ALLOCATION POLICY.**

Members are asked to agree a mechanism for the allocation of football pitch hires each season where the amount of requests exceeds the availability. Officers would like this to be agreed and be in place before the situation arises.

To assist members the current system/ times frames are provided as follows:-

*Deadline for applications to hire pitches = last Friday in May.*

*Applications are submitted to RLA = June meeting.*

*Any new teams submitting an application are required to provide a £50.00 cash deposit with their application. This is returned if their application is unsuccessful or this is deducted from the hire fee if their application is successful.*

- Members to consider if this amount is sufficient

*Pitch hire fee payments are due = last Friday in July.*

*Town Council football season starts = second weekend in September.*

A suggestion from officers is that current hirers take preferences with applications and new applications are located on a first come first served basis should any vacancies arise. If this were agreed the Town Clerk could be delegated authority to allocate the pitch hire accordingly and the decisions reported to the June RLA meeting for noting.

#### **Recommended:**

To consider and set the Policy to be used for football pitch allocations.

### 8.3 CHILDREN'S SUMMER ENTERTAINMENT – 2018 (p).

Please find attached details regarding the option of 3 packages for children's summer entertainment. The budget agreed in the estimates, and contained within Cost Centre 9, Cost Code 121, for this item was £2,000.00 with the Administration Team having successfully obtained an additional £1,000.00 (KCC Members Grant) and £260.00 (Asda Community Champion) external funding.

**Recommended:** To select which of the 3 options to use for the Summer Entertainment - 2018.

### 8.4 CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.

Further to minutes 405/17-18, 446/17-18 and 487;/17-18 Members are asked to consider suitable/appropriate projects for this year's scheme.

One option members may wish to agree is the purchase of a new parks vehicle to assist with reaching the new recreational facilities that are due to come on board in areas further away from the Parks Yard than the facilities currently managed.

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

### 8.5 EAGLES ROAD PLAY AREA – UPDATE.

Further to minutes 381/17-18 and 496/17-18 the signed Lease has been returned by the landowner, dated 23 February 2018, and arrangements have been made for the Town Council to take over the management of the agreed site from 1 April 2018.

**Recommended:** To note.

### INFORMATION IN THE OFFICE.

- Allotment & Leisure Gardener – Issue 1, 2018



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Swanscombe and Greenhithe Town Council Website:  
<http://www.swanscombeandgreenhithetowncouncil.gov.uk>

