

- **Swanscombe Park:**

Both the male and female toilets have been re-painted (walls and floors).

The benches around the Bowls Green have been refurbished with new painted slats/timber.

The old notice board at the top entrance to the park has been replaced with a new noticeboard.

Unfortunately the tarmac path that runs through the park has been damaged by anti-social behavior and repair work is currently being arranged.

- **Broomfield:**

A burnt out motor-bike was dumped in the park causing damage to a kissing gate and a dog and litter bin which have both been replaced.

A section of fencing at the Pacific Close end of the park has been replaced as it was damaged during the recent period of high winds.

New brushes have been placed on the boot-scraper by the Pavilion.

- **Eagles Road play Area:**

The damaged entrance gate post has been repaired.

- **Knockhall Park:**

The vandalized noticeboard has been replaced as part of an insurance claim.

Valley View:

The previously agreed replacement of the old chain fencing with new palisade and bow-topped fencing has been completed.

- **Vehicles / equipment:**

A new van has been purchased.

The two original vans have both had the rust removed from their lower sides and a stone-chip-section fitted and painted.

A new spiker for the bowls green has been purchased.

The Parks Staff have serviced all the regular mowers and the cylinder mowers have been serviced by specialists.

- **Miscellaneous:**

As part of an ongoing project of replacement the benches in Manor Park and Swanscombe Park have been replaced and an additional bench has been installed at Broomfield Park (Broomfield Road end).

The Annual Playground Safety Inspection has taken place and the works highlighted are currently being undertaken.

The wooden fence around the Leisure Centre has been repaired, replaced and restained.

The eroded areas within the parks have/are being "in-filled"

- **Staff:**

Since the previous meeting there have been 5.5 days annual leave.

Recommended:

To note.

AGENDA ITEM 7.1



ESTIMATED COST OF PARTS/WORKS.



RLA 21/3/19



Broomfield Park.	292.00	62.34
Swanscombe Park.	797.00	458.40
Manor Park.	581.76	264.84
Heritage Park.	506.55	0.00
Knockhall Park.	486.44	279.00
Valley View.	280.00	6.30
Saxon Court.	0.00	0.00
Eagles Road	N/A	0.00
Carriage		28.35
TOTAL	2,943.75	1,099.23



£3,500.00 budgeted 2018-2019
£ 360.00 for inspections
= £3,140 remaining.

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Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Broomfield Recreation Ground Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		SHEET 1 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED Area 1 (enclosed area)	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Big City Bombay Multi-play Unit on Wet Pour	Playdale	VL L M	Generally satisfactory but monitor minor deformation at the slide chute surface (dents) Monitor wear at the bridge net Recommend the damaged viewing bubble is replaced to reduce potential snagging hazards and further damage, in addition, recommend missing fixing adjacent to the damaged section is replaced			Client to contact Playdale			
Jupiter Spring Mobile Platform on Wet Pour	Playdale	L	Monitor surface shrinkage at the edges and colour joints, further deterioration could result in trip hazards or encourage vandalism (note: Wicksteed recommend the use of concrete pin kerb edging in conjunction with wet pour surfaces)						
Blke Spring Mobile on Tiles & Grass	Ijlander	L	Generally satisfactory but monitor surface shrinkage at the edging (see note above)						
Car Spring Mobile on Tiles & Grass	Ijlander	L	Generally satisfactory but monitor minor damage to one tile, uneven surfaces may create trip hazards, in addition, recommend regular grounds maintenance at grass surfaces to combat erosion and reduce potential slip, trip and impact hazards.						
Glow Worm See-Saw on Wet Pour	Wicksteed 2018	VL	Generally satisfactory but recommend regular grounds maintenance at grass surfaces to combat erosion and reduce potential slip, trip and impact hazards. Generally satisfactory but the base fixing nut cover caps have been removed						
 			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£0.00 £0.00 £0.00 See sheet 4

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Broomfield Recreation Ground Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		SHEET 2 of 4		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL		
Delta Climber on Wet Pour	Wicksteed 1982	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls Head & Torso probe test within the fuselage framework (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. Recommend rough seat panel edges are rubbed down and treated Recommend open tube ends at the lower body frame are capped to reduce potential snagging hazards Material split evident at the lower wing frame member, structural integrity does not appear to be affected at present but monitor for deterioration, no remedial action possible	2	2611-003	Plastic End Cap 1" Ref255	£0.87	£1.74		
5.8m Free Standing Slide on Wet Pour	Wicksteed 1982	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls Head & Torso probe test at the hand and guardrails (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. Falls Toggle test at chute entrance (BS EN 1176-1:2017, clause 4.2.7.3, no action recommended at present Falls Stair criteria (BS EN 1176-1:2017: clause 4.2.9.2), no action recommended at present Monitor minor deformation at the slide chute surface (denis) and at the edging tube weld joints Monitor surface shrinkage at the edges, further deterioration could create trip hazards or encourage vandalism							
2.8m 2 Bay 4 Seat Swing 2 x Flat & 2 x Cradle Seat on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls BS EN 1176 recommended clearance dimensions between the seats and frame members (ref BS EN 1176-2:2017, clause 4.4.1), no action recommended at present. Monitor wear at the chain links, recommend one set of cradle seat chains is replaced within 12 months Recommend excess chain links are removed to reduce potential snagging hazards (leave two links only through the 'key link') Monitor surface condition, raised edges could create trip hazard	1 2 2	4061-213 4064-007 2511-010	Chains to suit 10" cradle seat swing Small Shackles, Bolt & Pin CT10 Oilite Bush Labour cost to fit above parts*	£46.00 £6.00 £1.30 £112.50	£46.00 £12.00 £2.60		
 			INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£62.34 £0.00 £62.34 See sheet 4	

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Broomfield Recreation Ground Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		SHEET 3 of 4		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL		
Park Seat on Grass	Unknown		Satisfactory condition							
2 x Litter Bin on Grass			Satisfactory condition							
Fence			Satisfactory condition							
Single Gate	Unknown		Satisfactory condition							
Signage			Generally satisfactory but lacks emergency services contact number (ref. BS EN 1176-7:2008 clause 8.2.4)							
General (area 1)		M	Recommend turf surfaces are reinstated at erosion areas to reduce potential slip and trip hazards							
		M	Monitor the paving condition at the approach footpath, damage slabs and raised edges could create trip hazards, recommend the affected slabs are replaced or re-laid or upgrade the surface material							
Area 2 (open area)										
Basketball Goal on Tarmac	Adidas		Satisfactory condition, back board insert panel has been removed							
Rota-Glide on Grass Mats	Playdale 2017	L	Generally satisfactory but the rotation is stiff, refer to manufacturer for maintenance advice							
Air Rider on Grass Mats	Playdale 2017	L	Monitor minor damage to one hand grip assembly							
Trapeze Swing-along on Grass Mats	Playdale 2017	VL	Generally satisfactory but monitor minor damage to the platform							
Suspended Step Traverse on Grass Mats	Playdale 2017	VL	Generally satisfactory but monitor suspension fixing alignment and security at the top bar							
 			Wickspeed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 617 028		INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL £0.00 BALANCE C / FORWARD £62.34 PARTS TOTAL EXC. CARRIAGE & VAT. £62.34 ESTIMATE TO FIT PARTS * Based on all works ordered (E&O.E.) See sheet 4	

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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Outdoor Gym on Grass Mats	Caloo		Inspected to BS EN 16630:2015 and consists of the following exercise equipment:						
Cross Rider		M	Generally satisfactory but recommend the missing hand grips are replaced			Refer to manufacturer for parts			
Air Walker		M	Generally satisfactory but recommend the missing hand grips are replaced			Refer to manufacturer for parts			
Chest Press / Lat Pull Down		M	Generally satisfactory but recommend one missing hand grip is replaced			Refer to manufacturer for parts			
Sikler		L	Monitor the lateral pull down upper bush assembly, the arm can be pushed above the horizontal position Satisfactory condition						
General: Outdoor Gym			In addition to the operating instructions given on each piece of equipment the provision of an area sign with the following minimum information is required for fitness equipment facilities and should be displayed in an easily conspicuous form a) equipment for use by youth and adults or having an overall height greater than 1400mm b) read and follow the exercise instructions on the equipment c) assurance about own medical safety before use d) avoid over-exertion when using the equipment e) general emergency telephone number f) telephone number and internet URL to contact maintenance personnel h) address of the facility (Ref BS EN 16630:2015 clause 7.1) Access by animals is not physically prohibited recommend your routine inspection includes monitoring for & removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)						
General (area 2)									
 		Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £62.34 £62.34 £112.50 £174.84	





Certified Inspection Report for:
Swanscombe & Greenhithe Town Council
 Council Offices, The Grove
 Swanscombe Kent DA10 0GA

Contact :-
 Graham Blew / Dan (Head Groundsman)
 Tel: 01322 385 513 / 07736 255 774
 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk



Order No :-
 404727

Site Address :-
 Swanscombe Park,
 Park Road,
 Swanscombe, DA10 0JG

SHEET
 1
 of
 4

DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
1.8m 1 Bay 2 Seat Timber Swing	Playdale 1999	M	Generally satisfactory but recommend recess fixing holes at the new top beam are capped or sealed to prevent potential finger entrapment hazards (ref BS EN 1176-1:2017, clause 4.2.5)	4	L-Maint	Lin Mts Timber edging (3" x 2") Labour cost to replace edging as detailed*	£9.00 see sheet 3	£36.00
2 x Cradle Seat on Wet Pour		M	The 'Blue' cradle seat is wearing, recommend this is replaced					
		M	Wear and vandalism damage at the support legs, in addition, wood rot is evident at one support post below surface level, structural integrity is not affected at present but recommend the swing is removed or replaced within 12 months			Advised Client has swing seat in stock		
		M	Recommend missing nut cover caps are replaced at the fixing recess holes to reduce potential snagging and entrapment hazards (ref BS EN 1176-1:2017, clause 4.2.5)					
		M	Recommend rotten or missing surface edging is replaced (note: Wicksteed recommend concrete pin kerb edging is used in conjunction with wet pour surfaces)					
2.3m 2 Bay 4 Seat Swing	Wicksteed 2000	M	Generally satisfactory but monitor surface shrinkage at the central colour joint, further deterioration could result in trip hazards or encourage vandalism, recommend cut back and replace the affected areas (cut back & repair 6.7 linear metres x 100mm x 200mm)	2	6130-201	Black top layer wet pour repair kit Labour cost to cut back & repair surface as detailed*	£56.00 see sheet 3	£112.00
4 x Flat Seat on Wet Pour		L	Monitor the timber condition at the surface edging (see pin kerb note above)					
Link Non Bump See-Saw on Wet Pour	Wicksteed		Satisfactory condition					
Horse Spring Mobile on Wet Pour	Ledon	L	Generally satisfactory but monitor wear at the base clamp					
		L	Monitor minor surface damage front and rear of the unit (indicative of abuse by older children or adults)					
Hen Spring Mobile on Wet Pour	Ledon	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails foot rest requirements for spring mobiles (ref BS EN 1176-6:2017 clause 4.6), no action recommended at present. Monitor wear at the base clamp					
  <p>Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 617 028</p>				INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£148.00 £0.00 £148.00 See sheet 4

Please note that as the wet pour may continue to expand and contract with climatic change there is a possibility that the infill may split and we are unable to offer any guarantees against this.

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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
A Frame on Wet Pour	Wicksteed	L	Generally satisfactory but monitor the paint condition						
B Frame on Wet Pour	Wicksteed	L	Generally satisfactory but monitor the paint condition						
Trim Trail on Grass	Playdale 1999		The individual components are installed as a cluster unit (ref BS EN 1176-1:2017, clause 4.2.8.3; note 1 and definition 3.19) and consists of the following:-						
Wobble Board		M	Generally satisfactory but monitor timber condition at the plank, recommend rough edges are removed and made safe to reduce potential snagging or splinter hazards						
Step Log Cluster (4 x 200mm log) Double Balance Beam		L	Generally satisfactory but monitor the timber condition						
Parallel Chain Traverse Inclined Balance Beam		L	Generally satisfactory but monitor timber condition at beam logs and support posts						
Step Log Cluster (4 x 200mm log) Cross Chain Traverse		L	Generally satisfactory but monitor wear at the hand chain end links						
Log Traverse		L	Generally satisfactory but monitor timber condition						
Step Log Cluster (4 x 200mm log) Burma Chain Bridge		M	Monitor wear at the foot chain end links, recommend one link is replaced	1	4061-125	Wicksteed Rapid Link 7mm Labour cost to fit part*	£4.40 see sheet 3		£4.40
Step Log Cluster (4 x 200mm log) Clatter-bridge		L	Generally satisfactory but monitor the timber condition						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028		H/MH M V/L/L	INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes	INSPECTED BY :- C. Newell DATE :- 28.11.19	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered	£4.40 £148.00 £152.40 See sheet 4			

Certified Inspection Report for:
Swanscombe & Greenhithe Town Council
 Council Offices, The Grove
 Swanscombe Kent DA10 0GA

Contact :-
 Graham Blew / Dan (Head Groundsman)
 Tel: 01322 385 513 / 07736 255 774
 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk

Order No :-
 404727

Site Address :-
 Swanscombe Park,
 Park Road,
 Swanscombe, DA10 0JG

DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
5.8m Free Standing Slide on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls Head & Torso probe test at the hand and guardrails (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. Falls Toggle test at chute entrance (BS EN 1176-1:2017, clause 4.2.7.3, no action recommended at present Falls Stair criteria (BS EN 1176-1:2017: clause 4.2.9.2), no action recommended at present Monitor minor deformation at the slide chute surface at chute edging tube (dents), further deterioration could create snagging hazards or sharp edges Monitor the paint condition at the step treads (note: replacement parts are no longer available) Monitor surface shrinkage at the edges, further deterioration could create trip hazards or encourage vandalism Recommend missing or damaged surface edging is replaced (see previous pin kerb note) Recommend soil and turf are added at the surface edging to reduce potential trip hazards	4	L-Maint	Lin Mts Timber edging (3" x 2") Labour cost to replace edging as detailed* Labour cost to carry out work as detailed above & on sheets 1 & 2	£9.00 see below £270.00	£36.00
Toddler's Multi-play Unit on Wet Pour	Playdate 1999	L L M L L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Access net lower fixing creates potential trip and impact hazard (ref BS EN 1176-1: 2008, clause 4.2.8.6), no action recommended at present Monitor minor vandalism at one ramp access barrier Monitor the paint condition Monitor the timber condition at the rope bridge support posts, further deterioration could affect the fixing security and structural integrity, in addition, loose material could create splinter hazards Monitor wear at the platform and bridge panels Monitor the timber condition at the surface edging (see previous pin kerb note)					

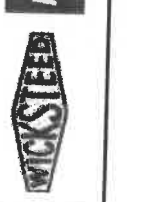
INDICATION OF RISK RATING ASSESSMENT
 HIGH & MEDIUM HIGH RISK - See Introductory Notes
 MEDIUM RISK - See Introductory Notes
 VERY LOW & LOW RISK - See Introductory Notes

INSPECTED BY :-
 C. Newell
DATE :-
 28.1.2019



PARTS SUB TOTAL
 BALANCE C / FORWARD
 PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)
 ESTIMATE TO FIT PARTS * Based on all works ordered

£0.00
 £152.40
 £152.40
 See sheet 4

+ 35.00 = 188.40







Wicksteed Leisure Ltd
 Digby St., Kettering
 Northants, NN16 8YJ
 Tel: 01538 517 028

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Order No :- Graham Blew / Dan (Head Groundsman) 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Site Address :- Swanscombe Park, Park Road, Swanscombe, DA10 0JG		SHEET 4 of 4		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	
2 x Metal / Timber Park Seat on Grass		M	Generally satisfactory but located close to perimeter fence & might encourage climbing which could result in fall and impact hazards.					
Metal Park Seat on Grass			Satisfactory condition					
2 x Litter Bin on Grass			Satisfactory condition					
Fence			Satisfactory condition					
Single Gate		L	Generally satisfactory but recommend the spring closer tension is adjusted to gently close the gate					
Signage			Generally satisfactory but lacks emergency services contact number (ref. BS EN 1176-7:2008 clause 8.2.4)					
General: Timber Products		M	Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc.), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process), in addition, strimmer damage evident at post bottoms, further deterioration could increase the risk of wood rot					
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	
							£0.00 £152.40 £152.40 £270.00 £422.40	







453.40

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.town.council.gov.uk		Order No :- 404727		Site Address :- Manor Park St Peters Close, Swanscombe, DA10 0BU		SHEET 1 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Honeycomb Whirl on Wet Pour	Wicksteed	M	Generally satisfactory but recommend missing spacer washers are replaced and loose handrail fixings are secured	6	2215-516	12mm Form G Washer 40mm Dia x 4mm Note: due to the age of the unit it may not be possible to tighten the existing fixings so you may wish to consider spot welding the handrails to the decks	£0.90 Price on application	£5.40	
		M	Recommend missing fixings are replaced at the inspection cover plate (Ensure that the regular greasing of the bearings is included within your annual maintenance schedule.)	1	2176-152	M8 X 25 Pentagon Skt Button Head Screw	£1.79	£1.79	
		M	Recommend the painting of this unit is included within your maintenance schedule (note: ensure surface coatings are free of free of harmful contents to avoid potential toxic hazards, ref BS EN 1176-1:2017, clause 4.1.1)	1	2215-507	M8 Washer	£0.45	£0.45	
		M		2	2820-002	Labour cost to fit parts & attempt to tighten handrails	£270.00		
		M		1	2820-004	Primer Per Litre	£20.00	£40.00	
		M		1	2820-006	Red Gloss Paint Per Litre	£20.00	£20.00	
		M		1	2820-012	Dark Blue Gloss Paint Per Litre Black Gloss Paint Per Litre Labour cost to paint unit*	£20.00 £20.00 £540.00	£20.00 £20.00 £540.00	
2.2m Double Arch Swing	Wicksteed	M	Generally satisfactory but monitor wear at chain links, recommend these are replaced within 12 months	2	4061-112	Chains to suit 8' flat seat swing	£44.00	£88.00	
2 x Flat Seat on Wet Pour		L	Monitor wear and minor damage at one seat, recommend the affected seat is replaced within 12 months	4	4064-007	Small Shackles, Bolt & Pin	£6.00	£24.00	
		L	Monitor point condition at the top bar	4	2511-010	CT10 Ollite Bush	£1.30	£5.20	
		M	Recommend soil and seed are added at the surface edge to reduce potential strip hazards	1	5901F113	Flat Rubber Safety Seat Labour cost to fit parts*	£40.00 £75.00	£40.00 £75.00	
Multi-play Unit on Wet Pour	Setter	VL	Generally satisfactory but monitor wear at the bottom of the access climbing ramp panel and timber condition at the bridge slats						
		L	Monitor minor surface damage adjacent to the fixed ladder tower						
		L	Monitor wear at the ramp pull up rope eyelet, further deterioration could result in exposed and damaged wires and create wire splinter and snagging hazards						
		L	Monitor point condition at the overhead ladder						
		L	Recommend one missing fixing recess cap is replaced						
 			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered (E&O.E.)		£264.84 £0.00 £264.84 See sheet 2



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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)						
Motorbike Spring Mobile on Wet Pour	Wicksteed		Satisfactory condition						
Initial Paving Circle on Grass	Unknown		Satisfactory condition						
2 x Park Seat on Grass	Unknown	M	Generally satisfactory but recommend regular grounds maintenance to combat erosion and reduce potential slip and trip hazards, especially at the exposed foundations						
Litter Bin on Grass	Unknown		Satisfactory condition						
Signage			Generally satisfactory but lacks emergency services contact number (ref: BS EN 1176-7:2008 clause 8.2.4)						
Fence	Unknown		Satisfactory condition						
Single Gate	Unknown		Satisfactory condition						
Vehicle Access Gate	Unknown		Satisfactory condition, locked at time of inspection						
Chain Link Gate	Unknown		Satisfactory condition, locked at time of inspection						
General		M	Recommend turf surfaces are reinsulated at erosion areas to reduce potential slip and trip hazards, especially around the surface edging						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk		INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £264.84 £264.84 £885.00 £1,149.84	







Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact : Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		Order No :- 404727		Site Address :- Heritage Park Rear of Leisure Centre, Craylands Lane, Swanscombe, DA10 0LP		SHEET 1 of 2		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL		
Trim Trail on Grass & Safety Grass	Record RSS 2007		Consisting of the following items:-							
Double Rubber Step Post Inclined Wobble Plank #1		L	Satisfactory condition Generally satisfactory but monitor the timber condition at the balance plank but recommend the affected post is replaced							
Rubber Step Post Log Traverse		L	Satisfactory condition Generally satisfactory but monitor vandalism at the rubber step sleeves, further deterioration may result in slip hazards.							
Drop Rope Traverse		M	Generally satisfactory but recommend loose foot rope fixings are secured at one post and the missing foot rope is re-fitted, refer to manufacturer for fitting / fixing security advice							
Yukon Log Roll		M	Recommend missing recess caps are replaced							
		L	Generally satisfactory but monitor wear at the hand rope (Ensure that the regular greasing of the bearings is included within your maintenance schedule.)							
Rubber Step Post Rope Tunnel			Satisfactory condition							
Rubber Step Post Clatter-bridge			Satisfactory condition							
Rubber Step Post 4.7m Rope Bridge			Generally satisfactory but monitor abrasion wear at the post top							
Double Rubber Step Post Inclined Wobble Plank #2		L	Satisfactory condition							
Rubber Step Post Inclined Wobble Plank #3			Satisfactory condition							
Double Rubber Step Post Swinging Plank			Satisfactory condition							
Rubber Step Post		L	Generally satisfactory but monitor timber condition at the posts and balance plank							
			Satisfactory condition							
INDICATION OF RISK RATING ASSESSMENT								PARTS SUB TOTAL		£0.00
H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes								BALANCE C / FORWARD		£0.00
M MEDIUM RISK - See Introductory Notes								PARTS TOTAL EXC. CARRIAGE & VAT.		£0.00
V/L VERY LOW & LOW RISK - See Introductory Notes								ESTIMATE TO FIT PARTS * Based on all works ordered		£0.00
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01538 517 028				INSPECTED BY :- C. Newell		DATE :- 28.1.2019				



Certified Inspection Report for:		Contact :-		Order No :-		Site Address :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Teli: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		404727		Heritage Park Rear of Leisure Centre, Craylands Lane, Swanscombe, DA10 0LP		2 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Climbing Net on Safety Grass	Record RSS 2007	L MH	Generally satisfactory but monitor abrasion wear at the net assembly Recommend one loose rope fixing is secured at the top beam as soon as possible, refer to manufacturer for maintenance advice						
Picnic Table on Concrete	Unknown		Satisfactory condition						
Litter Bin on Grass	Unknown		Satisfactory condition						
Park Seat on Grass	Unknown	L	Generally satisfactory but recommend turf surface is reinstated at erosion areas to reduce potential slip hazards						
Single Gate #1	Unknown		Satisfactory condition						
Single Gate #2	Unknown		Satisfactory condition (gravity closing)						
Vehicle Access Gate	Unknown		Satisfactory condition but recommend this remains locked when not in use						
Fence	Unknown		Satisfactory condition						
Signage			Generally satisfactory but lacks emergency services contact number (ref: BS EN 1176-7:2008 clause 8.2.4)						
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc.), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill spills as this can lead to further damage during the natural expansion and contraction process)						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk				INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £0.00 £0.00 £0.00 £0.00	





Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact : - Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Knockhall Park Knockhall Road, Swanscombe, DA9 9HF		SHEET 1 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
5.8m Free Standing Slide on Wet Pour Area 1 (enclosed area)	Wicksteed	L L L VL L L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the hand and guardrails (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. Fails Toggle test at chute entrance (BS EN 1176-1:2017, clause 4.2.7.3, no action recommended at present Fails Stair criteria (BS EN 1176-1:2017: clause 4.2.9.2), no action recommended at present Monitor minor deformation at the slide chute surface (dents) Monitor the paint condition at the steps Slide chute / guardrail fixing bracket weld failed, no remedial action possible, structural integrity is not affected at present but monitor for deterioration						
Junior's Multi-play Unit on Wet Pour	Playdale 1999	L L L M L L M	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Access net lower fixing creates potential trip and impact hazard (ref BS EN 1176-1: 2008, clause 4.2.8.6), no action recommended at present but monitor the timber condition at both upper and lower net mounting logs Climbing wall panel has been removed, replaced with non-manufacturer's barrier fitted at upper level tower Monitor paint condition at the access net barrier Recommend missing nut cover caps are replaced at the non-manufacturer's barrier Recommend missing fixing recess caps are replaced at the rope bridge suspension logs to prevent potential snagging and finger entrapment hazards Monitor post stability at the access net tower Monitor timber condition and vandalism at the posts Monitor surface shrinkage at the edges and recommend rotten or damaged surface edging is replaced (Note: Wicksteed recommend concrete pin kerb edging is used in conjunction with wet pour surfaces)	11	L-Maint	Lin Mts Timber edging (3" x 2") Labour cost to replace edging*	£9.00 £180.00		£99.00
 			INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£99.00 £0.00 £99.00 See sheet 4



Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Knockhall Park Knockhall Road, Swanscombe, DA9 9HF		SHEET 2 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Tepee Climbing Frame on Wet Pour	Wicksteed	L	Generally satisfactory but monitor the paint condition						
2.3m 2 Bay 4 Seat Swing 2 x Flat & 2 x Cradle Seat on Wet Pour	Caloo	M	Generally satisfactory (note: internal wear at the single pin swivel swing support bearings can only be assessed by dismantling the bearing assembly from the top bar, refer to manufacturer's maintenance recommendations) Monitor the surface condition at the surface extension joint, uneven surfaces or raised edges could create trip hazards						
Toddler's Multi-play Unit on Wet Pour	Playdale 1999	L M	Generally satisfactory but monitor wear at the bridge net assembly Monitor surface edging condition and minor damage at the area periphery (see previous edging note)						
Redundant Tile Surface		M	Generally satisfactory but tiles are damaged or wearing, further deterioration could result in trip hazards, recommend tiles and base are removed and soil and turf are reinstated						
2 x Park Seat on Concrete & Grass	Unknown	L L	Generally satisfactory but both seats would benefit from painting Recommend regular grounds maintenance to combat erosion and reduce potential slip hazards.						
2 x Litter Bin on Grass	Unknown		Satisfactory condition						
Fence		L	Generally satisfactory but fails Head & Neck probe test at the roadside fence (ref BS EN 1176-1:2017, clause 4.2.7.2) between the railings and could result in entrapment hazard, no remedial action possible with fence design						
2 x Single Gate		M L	Generally satisfactory but recommend one gate spring is adjusted to gently self close Recommend turf surfaces are reinstated at erosion areas to reduce potential slip and trip hazards, especially at raised paving edges						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028				INSPECTED BY :- C. Newell		PARTS SUB TOTAL		£0.00	
INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes				DATE :- 28.1.2019		BALANCE C / FORWARD		£99.00	
						PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)		£99.00	
						ESTIMATE TO FIT PARTS * Based on all works ordered		See sheet 4	

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		Order No :- 404727		Site Address :- Knockhall Park Knockhall Road, Swanscombe, DA9 9HF		SHEET 3 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Signage			Generally satisfactory but lacks emergency services contact number (ref: BS EN 1176-7:2008 clause 8.2.4)						
Area 2 (partially enclosed area) Outdoor Gym on Grass Mats	Caloo		Inspected to BS EN 16630:2015 and consists of the following exercise equipment: Satisfactory condition Satisfactory condition Generally satisfactory but recommend the missing hand grips are replaced Generally satisfactory but recommend the missing hand grips are replaced Monitor the paint condition at the foot wells			Refer to manufacturer for parts Refer to manufacturer for parts			
Cross Rider Air Walker Chest Press / Lat Pull Down		M							
Skier		M							
General: Outdoor Gym		L	In addition to the operating instructions given on each piece of equipment the provision of an area sign with the following minimum information is required for fitness equipment facilities and should be displayed in an easily conspicuous form a) equipment for use by youth and adults or having an overall height greater than 1400mm b) read and follow the exercise instructions on the equipment c) assurance about own medical safety before use d) avoid over-exertion when using the equipment e) general emergency telephone number f) telephone number and internet URL to contact maintenance personnel h) address of the facility (Ref BS EN 16630:2015 clause 7.1)						
2 x Park Seat on Concrete & Grass	Unknown		Satisfactory condition						
Dog Waste Bin Post Mounted	Unknown		Satisfactory condition						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028			INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered		£0.00 £99.00 £99.00 See sheet 4



Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		Order No :- 404727		Site Address :- Knockhall Park Knockhall Road, Swanscombe, DA9 9HF		SHEET 4 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
2 x Litter Bin on Grass	Unknown		Satisfactory condition						
Fence		L	Generally satisfactory but fails Head & Neck, probe test at the roadside fence (ref BS EN 1176-1:2017, clause 4.2.7.2) between the railings and could result in entrapment hazard, no remedial action possible with fence design						
Kissing Gate			Satisfactory condition						
General			The facility is located within an enclosed area but fencing and gates would not physically prohibit access by animals, recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces) Recommend a comprehensive survey is carried out on trees within and around the play area by an arboreal specialist to ascertain their health and take appropriate remedial action where required						
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01636 617 028 www.wicksteed.co.uk		INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E.&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £99.00 £99.00 £180.00 £279.00	








Certified Inspection Report for:		Contact :-	Order No :-	Site Address :-	SHEET			
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk	404727	Valley View Play Area Greenhithe Village DA9 9LU	1 of 2			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Discovery Multi-play Unit on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the barriers and slide guardrail (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. The attachment slide has a fall height exceeding one metre, a cross rail is recommended at the access point, between 600mm - 900mm above the starting section. (ref BS EN 1176-3:2017, clause 4.2), no action recommended at present. Monitor minor deformation at the slide chute surface (dents) Recommend corrosion and flaking paint at the step handrails is treated to prevent further deterioration	7	2215-516	12mm Form G Washer 40mm Dia x 4mm <input checked="" type="checkbox"/> Labour cost to fit parts & attempt to *tighten handrails Note: due to the age of the unit it may not be possible to tighten the existing fixings so you may wish to consider spot welding the handrails to the decks	£0.90 £270.00	£6.30
2.3m Double Arch Swing 2 x Flat Seats on Wet Pour	Wicksteed	L	Generally satisfactory but monitor minor vandalism damage at one seat, further deterioration may result in exposed metal parts and could create impact hazards. Monitor the paint condition					
Segregation Fence			Satisfactory condition					
Honeycomb Whirl on Wet Pour	Wicksteed	M	Generally satisfactory but recommend missing spacer washers are replaced and loose handrail fixings are secured (Ensure that the regular greasing of the bearings is included within your annual maintenance schedule.) Recommend soil and turf is added at the surface edging to reduce trip hazards					
Litter Bin Post Mounted			Satisfactory condition					
Park Seat on Grass	Glasdon		Satisfactory condition					
Fence		L	Generally satisfactory but monitor chain link condition adjacent to the car parking / garage area					
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01535 617 028				INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered		£6.30 £0.00 £6.30 See sheet 2

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727		Site Address :- Valley View Play Area Greenhithe Village DA9 9LU		SHEET 2 of 2			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL			
Single Gate		M	Generally satisfactory but recommend concrete surface is repaired below the gate where the timber shuttering at the joint has rotted away, creating potential trip hazards								
Vehicle Access Gate			Satisfactory condition (locked at time of inspection)								
Signage			Generally satisfactory but lacks emergency services contact number (ref. BS EN 1176-7:2008 clause 8.2.4)								
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes			INSPECTED BY :- C. Newell DATE :- 28.1.2019			PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £6.30 £6.30 £270.00 £276.30







Certified Inspection Report for:		Contact :-	Order No :-	Site Address :-	SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk	404727	Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL	1 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	INSPECTION COMMENTS	QTY.	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Zigzag Tower & Slide on Wet Pour	Wicksteed	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls Head & Torso probe test at the barriers and side guardrail (ref BS EN 1176-1:2017, clause 4.2.7.2), no action recommended at present. The attachment slide has a fall height exceeding one metre, a cross rail is recommended at the access point, between 600mm - 900mm above the starting section. (ref BS EN 1176-3:2017, clause 4.2), no action recommended at present. Monitor minor deformation at the slide chute surface (dens)				
2.4m 1 Bay 2 Seat Swing 1 x Flat & 1 x Cradle Seat on Wet Pour	Caloo	Generally satisfactory (note: internal wear at the single pin swivel swing support bearings can only be assessed by dismantling the bearing assembly from the top bar, refer to manufacturer's maintenance recommendations) Monitor surface shrinkage at the repair joints, further deterioration could create trip hazards or encourage vandalism				
Trim Trail on Grass	Setter 2010	The individual components are installed as a cluster unit (ref BS EN 1176-1:2017, clause 4.2.8.3; note 1 and definition 3.19) and consists of the following:- Satisfactory condition Generally satisfactory but recommend loose eye bolts are secured Satisfactory condition				
Inclined Balance Beam Cross Rope Traverse Double Step Post Swinging Plank		Generally satisfactory but monitor vandalism damage to one post, recommend rough edges are removed and made safe Satisfactory condition Satisfactory condition Satisfactory condition				
Double Step Post (2 x 150mm log) Balance Beam Step Post (150mm log) Burma Rope Bridge		Generally satisfactory but monitor vandalism damage to one post, recommend rough edges are removed and made safe Monitor abrasion wear at the rope assembly Satisfactory condition				
Step Post (150mm log) Parallel Rope Traverse		Generally satisfactory but recommend loose eye bolts are secured Monitor abrasion wear at the hand rope assembly				
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028		INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered	£0.00 £0.00 £0.00 £0.00

Certified Inspection Report for:		Contact :-		Order No :-		Site Address :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		404727		Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL		2 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Mushroom on Grass	Unknown		Satisfactory condition						
Park Seat on Tarmac			Satisfactory condition						
Litter Bin on Tarmac			Satisfactory condition						
Fence			Satisfactory condition						
3 x Single Gate		M	Generally satisfactory but self closing devices are ineffective and gates might not exclude animals or prevent unescorted toddler egress from the area, recommend closing devices are adjusted, repaired or replaced						
Double Gate		M	Generally satisfactory, one gate secured to prevent dog and vehicle access but lamp post restricts opening at the pedestrian gate to 790mm, this may prevent access by wheelchairs and pushchairs and could result in collision hazards, in addition, the closing spring tension requires adjustment to close gate.						
Signage			Generally satisfactory but lacks emergency services contact number (ref. BS EN 1176-7:2008 clause 8.2.4)						
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc.), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)						
 			INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£0.00 £0.00 £0.00 £0.00

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		Order No :- 404727	Site Address :- Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL	SHEET 3 of 3		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
General		M	The facility is located within an enclosed area but fencing and gates would not physically prohibit access by dogs; recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)					
 						Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01638 517 028 www.wicksteed.co.uk		
INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes			INSPECTED BY :- C. Newell DATE :- 28.1.2019			PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		
						£0.00 £0.00 £0.00 £0.00		

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Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Contact : Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk	Order No :- 404727	Site Address :- Eagles Road Play Area Eagles Road, Swanscombe, DA9 9QZ	SHEET 1 of 2						
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL			
Trim Trail on Safety Grass	AE Evans		Consisting of the following elements:								
Rolling Log		L	Satisfactory condition								
Rope Walk			Generally satisfactory but recommend one missing fixing recess cap is replaced			Refer to manufacturer for replacement cap					
Swamp Net			Satisfactory condition								
Step & Stride Post Cluster			Satisfactory condition								
Scramble Net			Satisfactory condition								
Clatter-bridge			Satisfactory condition								
Traversing Net & Wall Assembly			Satisfactory condition								
Spring Wobble Board		M	Generally satisfactory but recommend rough edges at the balance plank are removed and made safe to reduce potential splinter or snagging hazards								
Tunnel Net			Satisfactory condition								
Inclined Balance Weaver			Satisfactory condition								
Step post (150mm log)			Satisfactory condition								
Inclined Balance Weaver			Satisfactory condition								
Pick-up Sticks Climbing Frame on Safety Grass	AE Evans		Satisfactory condition								
2.3m Timber Basket Swing on Safety Grass	AE Evans		Satisfactory condition								
2 x Timber Bench on Grass	AE Evans		Satisfactory condition								
2 x Litter Bin Fence Mounted	Unknown		Satisfactory condition								
Metal Gate	Unknown		Satisfactory condition								
 			Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 617 028		INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E.&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		£0.00 £0.00 £0.00 £0.00
WICKSTEED			rpil		Site Address :-		Order No :-		SHEET		

Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe.town.council.gov.uk		Eagles Road Play Area Eagles Road, Swanscombe, DA9 9QZ		404727		2 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Single Gate	Unknown	L	Generally satisfactory but fails Head & Neck probe test (ref BS EN 1176-1:2017, clause 4.2.7.2) between the railings and could result in entrapment hazard, no remedial action possible with gate design. Recommend the hinge post foundation is reset or replaced to prevent gate from grounding, in addition, recommend missing latch is replaced						
Double Gate	Unknown	L	Generally satisfactory but fails Head & Neck probe test (ref BS EN 1176-1:2017, clause 4.2.7.2) between the railings and could result in entrapment hazard, no remedial action possible with gate design (vehicle access section locked at time of inspection)						
Rail Fence & Gate	Unknown	M	Generally satisfactory but horizontal rails could encourage climbing and would not exclude animals from the play area (gate locked at time of inspection)						
Paling Fence	Unknown	L	Generally satisfactory but fails Head & Neck probe test (ref BS EN 1176-1:2017, clause 4.2.7.2) between the railings and could result in entrapment hazard, no remedial action possible with fence design						
Signage			Generally satisfactory but lacks emergency services contact number (ref. BS EN 1176-7:2008 clause 8.2.4)						
General		M	The facility is located within an enclosed area but fencing and gates would not physically prohibit access by dogs, recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)						
			Recommend a comprehensive survey is carried out on trees within and around the play area by an arboreal specialist to ascertain their health and take appropriate remedial action where required						
 		Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01535 517 028 www.wicksteed.co.uk		INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 28.1.2019		PARTS SUB TOTAL BALANCE C / FORWARD £0.00 PARTS TOTAL EXC. CARRIAGE & VAT. (E.&O.E.) £0.00 ESTIMATE TO FIT PARTS * Based on all works ordered £0.00 TOTAL COST OF WORKS, EXC VAT £0.00	



Introduction to Inspections

Our Safety Inspectors are registered with the RPII (Register of Play Inspectors International) to their annual level and qualified to BTEC Level 3 advanced Playground Operation & Inspection. In addition to this they are also CRB checked and will carry their RPII identification with them. Authentic Inspection reports will show the inspector's personal RPII seal.

Unless otherwise instructed the playground equipment will have been assessed in accordance with BS EN 1176:2017 Playground Equipment.

The European standard was originally published on 1st January 1999 when the existing standards, BS5696, were withdrawn, and was revised in 2008 and again in 2017. Equipment installed prior to 1 June 2009 may fail to meet BS EN 1176 in a number of areas. This does not mean that the equipment has become dangerous or that remedial action is required, provided that the equipment met the requirements of previous standards, i.e. BS EN 1176:1998, BS 5696/DIN. As an example, the majority of chains which were installed prior to the advent of EN 1176 will fail in relation to the gap in the links being in excess of 8.6mm. These chains need only be replaced when they are broken or worn, with new chains that meet the new standard requirements, however it would not be an issue requiring immediate action.

The risk criteria we apply in our inspection reports are as follows:-

Very Low – No remedial action is required

Low - Items are considered safe for use and require monitoring only as part of your regular inspection procedures.

Medium – Items require appropriate action within resources and individual site assessment. The equipment should be safe for use, but you must consider this in relation to your detailed knowledge of the site.

Medium High – Safe for continued use but remedial action should be planned or implemented within three months but again to be considered in respect to your detailed knowledge of the site.

High – Items require urgent action. The equipment should be immobilised or removed until repairs are carried out.

Where any compliance failures occur, these are briefly noted and a risk assessment made of the failure. Where we believe action is required, this is indicated in more detail and identified as a medium or high risk. In rare cases where an item is likely to result in major injury or death, the operator or appropriate representative will be notified from the site by telephone.

Where present, multi sports facilities and wheeled sports facilities and outdoor gym equipment will also be inspected and each area will be charged as a separate area.

Multi-Sports facilities will be inspected to BS EN 15312:2007.



100 YEARS OF PLAY
- SINCE 1919 -

Wheeled Sports facilities will be inspected to BS EN 14974:2006+A1: 210 (design recommendations relating to roller-sports equipment for use of in-line skates, roller skates, skateboards or similar sports, as well as BMX cycles, the standard refers to manufactured structures and does not include specific requirements for BMX tracks; inspections of such facilities will be based on observation and risk assessment). Note EN14974:2006+A1:2010 has been published and fully supersedes EN14974:2006 from 1st February 2011. In both cases items installed prior to the publish date of the appropriate standard will be assessed accordingly, as with BS EN 1176 the standards are neither mandatory nor retrospective.

Outdoor Gym Equipment will be inspected to EN16630. It should be noted that outdoor gym equipment is not play equipment and should not be regarded as such. EN16630 recommends user restriction to youths and adults over 1.4m tall. Scaled down versions of outdoor gym equipment intended for use by children does not conform to and therefore cannot be inspected to this standard.

Where there are items on site that are not covered by any specific BS EN standard then common sense approach will be taken.

The standards stated are neither mandatory nor retrospective.

Wicksteed inspections cover:

- Site safety
- Suitability and conditions of ancillary items including fencing
- Standard compliance, suitability and condition of equipment
- Dimensional compliance, suitability and condition of surfacing

Wicksteed inspections are visual non-dismantling inspections carried out from surface level to a maximum of 3.0m. Inspection of structural parts and fixings above this height will require specialist access equipment (scaffolding, cherry picker, etc) and this is not included within the Wicksteed Inspection. As with vehicle M.O.T. tests, they are only an indication of the state of the equipment at the time of the inspection. Where removal of parts is felt to be necessary for assessment, this will be indicated, but not undertaken unless specifically arranged prior to the inspection.



Wearing of shackle pins and bushes on swings is difficult to detect with non-dismantling inspections. Checks to identify dry bearings and excessive movement in the 'D' shackle can often identify serious defects. But it does not preclude the possibility of shackle pin failure in rare circumstances. It is recommended that random inspections by removal of the 'D' shackle and pin is carried out as a regular part of your routine maintenance (note:- some types of shackles cannot be re-fitted once removed, typically those where the shackle pin is secured with a security pin through both shackle & pin, once removed, this type of shackle should be replaced with new).

Surfacing has been assessed in terms of the area covered and its condition or security. For items with no protective surfacing and with a fall height in excess of 600mm, you should consider the installation of an impact attenuating surface. It should also be noted that EN 1176 UK national standard allows well-maintained grass for fall heights of up to 1.5m. However, bear in mind that the impact absorbency of such a surface is dependent upon the condition of the grass and the soil and root structure beneath. If it becomes worn it is likely that its performance will be significantly reduced. Wear pads should be considered in areas of high usage i.e. slide run-out, fireman's poles, central arc of swings. Where wet pour repairs are quoted it must be noted that the colour will differ in shades to the existing surface.

Continuous rubber surfaces (wet pour) and rubber tiles can be affected by climatic variation; hot weather can cause materials to shrink which could result in gaps at joints or around the edges, excessive gaps (20mm+) or raised edges could create trip hazards; during cold or wet weather the materials may expand. Wet pour edges can be cut back by approximately 100mm and infilled with new material. The gaps at tile joints can be filled using a rubber crumb mixture, however, this should be considered as a short-term solution and ultimately a full surface upgrade may be required. It should be noted that where gaps between tiles are in-filled the material may become loose as the tiles continue to shrink and expand with climatic change – these areas may be prone to vandalism. We can therefore offer no guarantees on the longevity of any infilling that may be carried out.

Surface materials are normally bordered by timber or concrete edging, these need to be maintained in good condition to prevent tile migration and to protect surfacing edges. In addition, where set into a grass surface, regular grounds maintenance is essential to combat erosion and reduce potential trip hazards and reduce impact attenuation (protection from head injuries) that may be created by exposed or raised surface edges.

Loose fill impact surfaces (bark, wood chip, sand, etc) and their retention edges need to be maintained to ensure that adequate impact protection is provided within the equipment falling spaces. Regular raking of loose fill materials is recommended to maintain even distribution and to remove hazardous objects that may be concealed within the loose fill material (loose fill impact surfaces are not recommended around or below moving equipment such as swings or roundabouts).



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Tarmac and concrete are not recommended for use under any playground equipment from which falls are possible, irrespective of the fall height. A risk assessment will be given in the report where necessary.

There can be problems with assessing ground decay of supports where synthetic surface has been installed. Wicksteed takes care to check ground decay and corrosion in supports in so far as they are able, but this cannot be done conclusively without removal or destruction of the surface, which is not something we would undertake.

Where a maintenance inspection has been ordered this comprises of the visual non-dismantling inspection and also the tightening, where possible, of any fixings and greasing of bearings as necessary. In some instances it may not be possible to tighten fixings or grease inaccessible bearings – in these cases it will be noted on the report and any necessary further action advised.

In order to provide economic reports, standard wording is used for most common standards failures. Wicksteed inspectors also work using previous year's reports. Please note that where there have been very few changes to the site, the current report may be similar to the previous years report.

When we are quoting for repainting the specification is to rub down metalwork as required, apply one coat of undercoat and one coat of gloss.

Natural Play is becoming a more important part of play provision. By its very nature natural play is non-prescriptive and therefore there are no written standards applicable so in quantifying the safety of the items you have to rely upon risk assessment. The means by which we will assess the elements of natural play on site will be by means of a risk assessment as required under the Health and Safety at Work Act. This will inevitably be subjective and it is therefore necessary for the end user/operator to satisfy themselves that the criteria used fit within the play operators play strategy. To this end the risk assessment being carried out by Wicksteed will be an indicative assessment which can form part of the overall risk assessment for the site. All natural play elements will be assessed visually however BS EN1176 will be applied where appropriate i.e. head & neck entrapments, dimensions of ends of tunnels.

For more information of Natural Play and managing the associated risk please refer to the publication "Managing Risk in Play Provision:Implementation Guide". This has been published by the Department for Children, Schools and Families and free copies are available from www.teachernet.gov.uk/publications The search reference for this is 00942-2008. There is also a publication called "Nature Play :Maintenance Guide" ISBN:978-1-905818-53-2. This is published by NCB on behalf of Play England. Their website is www.ncb.org.uk.



If you have ordered a detailed analysis of risk please be advised that it is the responsibility of the operator of the site to complete sheets 1 to 3 inclusive. We are unable to complete this for you as the information required is from your own knowledge of the site.

Revision 4.2.19



GENERAL CONDITIONS OF SALE

1. GENERAL

1.1 In these conditions the following words and expressions have the meanings respectively set out opposite them:-

"the company"	Wicksteed Leisure Limited;
"Customer"	the person, firm, company or other body by whom the order is made;
"Contract"	the contract formed by the acceptance of the Order;
"Goods"	the articles or things or any of them described in the Order;
"Order"	the Order placed by the Customer for the supply of the Goods;
"Price"	the Order placed by the Customer for the Goods including all additional sums otherwise payable;
"Confirmation of Order"	the written acceptance by the Company of the Order;
"Certificate"	where the Goods are installed by the Company a certificate provided by the Customer acknowledging that the Goods have been installed in accordance with the Contract.

1.2 Words in singular include the plural and vice versa.

1.3 All quotations are given, Orders accepted and Goods supplied to the Customer on these conditions which shall form part of and govern the contact of sale made pursuant to such quotation or Order. These conditions supersede any earlier conditions issued by the Company and shall exclude any other terms or conditions which the Customer may seek to impose.

1.4 No person in the employment or acting otherwise as agent of the Company or purporting so to do has authority to accept Orders or supply Goods in any condition other than those contained herein or to vary these conditions in any way whatsoever. Previously dealings between the Company and the Customer shall not vary or replace these conditions or be deemed in any circumstances whatsoever so to do.

1.5 No variation may be made to the Contract except with the agreement in writing of the Company.

1.6 The headings are for convenience only and do not affect interpretation.

2.0 QUOTATIONS AND ORDERS

2.1 All quotations are subject to addition of Value Added Tax, if applicable, and any other tax, duty or levy imposed at the rate applicable at the date of invoice.

2.2 All quotations are fixed for a period of 3 months from the date specified on the quotation but at the expiry of this period a quotation lapses and thereafter is not capable of forming the subject of an Order by the Customer.

2.3 Additions or alternatives to Orders, however made, shall not be binding until confirmed by the Company in writing. Cancellation of any Order, will be not effective unless accepted by the Company in writing.

3.0 DELIVERY

3.1 The time for delivery whether expressly stated or not shall not be or be deemed to be of the essence of the Contract.

3.2 The Company shall not be liable for any loss or damage whatsoever whether direct or indirect or consequential or in whatsoever way arising which is or might be occasioned to the Customer arising out of or in any way due to any delay or default in delivery of the Goods under the Contract, however caused.

3.3 Unless otherwise agreed in writing, delivery will be made to the Customer's address specified in the Contract.

3.4 Delivery will be deemed to have taken place immediately the Goods arrive at the Customer's premises or are carried in a vehicle owned by the Customer, its servants or agent.

3.5 The Company is responsible for unloading the Goods on delivery, but this responsibility does not exceed to the positioning of the Goods in any particular location on the Customer's premises for which, including the cost thereof, the Customer is solely responsible.

3.6 The Customer shall be responsible for all risks arising on and after delivery.

3.7 The Customer shall provide a safe and adequate route of access for delivery purposes.

3.8 Notwithstanding delivery having been effected the Goods shall remain the sole and absolute property of the Company as legal and beneficial owner and the Company reserves the right to dispose of the Goods until payment in full for all the Goods has been received by the Company in accordance with the terms of this Contract. If such payment is overdue in whole or in part the Company may (without prejudice to any of its other rights) recover or resell the Goods or any of them and may enter upon the Customer's premises by its servants or agents for that purpose.

3.9 Without prejudice to the above, the Company may request the Customer to provide information to enable the Company to deliver the Goods. If the Customer fails to do so within fourteen days of the request, the Company shall, at the cost of the Customer, be entitled to have the Goods removed from the Company's premises and stored or to store the Goods and charge the Customer for doing so.

4.0 SPECIFICATIONS AND PERFORMANCE

4.1 Any description or specification, drawing or particulars of dimensions and weights accompanying the quotations contained in the Company's catalogues or other advertising matter shall not form part of the Contract.

4.2 The Customer shall provide all necessary information and drawings required by the Company for performance of the Contract.

5.0 ACCEPTANCE OF GOODS

5.1 The Company shall have no liability whatsoever for damage to, deterioration in, or partial loss of the Goods in transit, or for shortfall of delivery unless:-

(a) if the matter should have been apparent on a reasonable examination on delivery the Customer gives written notice thereof to the Company within 7 days of delivery; or

(b) if the matter should not have been apparent on a reasonable examination on delivery the Customer gives written notice thereof to the Company within 14 days of delivery.

5.2 Subject to clause 6 below, the liability of the Company and its servants or agents (on whose behalf the Customer contracts) for any or all loss, injury, damage or claim whatsoever however arising out of or in connection with the execution of the Contract or howsoever arising out of or in connection with the use of Goods or services supplied by the Company shall (save in the case of liability for death or personal injury resulting from negligence) be limited to the Price of the Goods supplied or to be supplied under the Contract (whether or not such loss, injury, damage or claim be occasioned by the negligence of the Company or any of its servants or agents).

5.3 Without prejudice to the foregoing, unless the Company and the Customer have agreed in writing that the Price shall include the cost of installation of the Goods the Customer shall be solely responsible for properly installing the Goods in accordance with the Company's written installation instructions and for ensuring that the equipment and/or structures used in conjunction with the Goods supplied by the Company are properly installed and in all respects suitable and adequate for such use.

5.4 The Company is not responsible for the performance of Goods if they are used in a manner or for a purpose for which they have not been designed.

6.0 GUARANTEE

6.1 Subject to clauses 6.2 and 6.3 below and provided that the Company is satisfied that any defect or failure of the Goods has arisen solely from the use of defective materials or workmanship, the Company guarantees (at its option) either to replace the Goods or to repair defects or failures which appear within one year of delivery of the Goods.

6.2 The Company's liability under clause 6.1 above is conditional upon:-

(a) notice in writing being given to the Company immediately the defect or failure arises;

(b) the Goods having been maintained and serviced in a proper and satisfactory manner;

(c) the Goods having been used reasonably for the purpose for which they were supplied and not having been damaged by vandalism or otherwise or modified in any way;

(d) the Customer having complied in all respects with all the terms and conditions of the Contract.

6.3 If alterations to the Goods are made without the prior consent of the Company, the Company shall be under no liability for failure of the Goods and no allowance shall be made for any alterations so made.

6.4 All defective parts replaced shall become the property of the Company.

6.5 In the case of Goods or parts of Goods not of the Company's manufacture, this guarantee is limited to such warranty or guarantee as is given by the makers thereof.

7.0 PRICES AND PAYMENT

7.1 All quotations are given and Orders accepted on the understanding that Goods supplied will be charged at the prices ruling at the date of delivery. Prices will be held firm for deliveries made during the validity period of a quotation, but the Company reserves the right after the expiry of the period to invoice the Customer at the price ruling at the date of delivery.

7.2 Unless otherwise agreed in writing, the terms of payment are as follows:-

(a) where the Contract provides for the supply of Goods only, payment of the Price shall be due 28 days after the date of the Company's invoice, which will be issued on despatch of the Goods from the Company's premises prior to delivery of the Goods, to the Customer, or in the event of the circumstances referred to in paragraph 3.9 hereof, the removal of the Goods from the Company's premises for storage or their storage by the Company, or

(b) where the Contract provides for the supply and installation of Goods, the supply of the Goods will be invoiced on despatch from the Company's premises. The installation charge will be invoiced after the completion of the installation by the Company, as defined by clause 9.5 below. In both cases payment of the Price shall be due 28 days after the date of the Company's invoice.

7.3 All payments shall be made in Sterling to the Company's address stated on the Confirmation of Order.

7.4 The Company reserves the right to refuse to execute any Order or alter to above payment terms if the arrangements for payment on the Customer's credit are not satisfactory to the Company.

8.0 INTEREST

8.1 If the Customer defaults in making payment of any sum due under the Contract it shall pay to the Company interest at 4% per annum above Midland Banks plc's Base Rate from time to time on all outstanding amounts.

9.0 INSTALLATIONS

9.1 This clause shall apply only where the Company and Customer have agreed in writing that the Price shall include the cost of installation of the Goods.

9.2 The Customer shall provide suitable access to and unhindered possession of the site.

9.3 Any price quoted for installation is calculated on the basis that the work will be carried out continuously during working hours. In the event that the work is delayed by interruptions, delays, overtime or any other cause whatsoever or by the Customer's instructions or lack of instructions the Company shall be entitled to charge a reasonable amount for any extra cost incurred.

9.4 The Company shall notify the Customer when installation has been completed. Installation is deemed to be complete if the Goods are fit for use notwithstanding minor omissions or defects.

9.5 The Customer shall issue the Certificate to the Company upon notification by the Company not installation complete. If the Customer fails to do so, provided the Goods and the installation thereof are to the reasonable satisfaction of the Company, the Certificate will be deemed to have been used by the Customer.

9.6 The Customer shall indemnify the Company against all costs and claims arising from damage or injury to persons or property occurring during the course of installation unless such damage or injury shall be provided to have been caused solely by the negligence of the Company, its servants or agents.

9.7 Time for completion of installation shall not be of the essence.

10.0 FORCE MAJEURE

10.1 Any Contract between the Company and the Customer and any delivery under any such Contract and any installation under any Contract may at the option of the Company be suspended or cancelled (whether or not while suspended) in whole or in part by the Company when the Company is prevented from fulfilling such Contract or delivery by circumstances beyond its control including (without prejudice to the foregoing) shortages or disruptions of supplies of materials, components and goods if the Contract specification, industrial dispute, shortage of means of transport, floods, fire, war, riot, Acts of God, civil commotion, Government order, regulations or directions, shortages of labour, inclement weather and acts of or intervention by civil or military authority or any other contingencies whatsoever beyond the Company's control and the Customer shall have no claims whatsoever against the Company for such suspension or cancellation.

11.0 CONFIDENTIALITY

11.1 All drawings, specifications or other technical data provided by the Company in connection with the Contract and all other material or similar nature supplied for any other purpose whatsoever shall remain the property any copyright of the Company and be treated as confidential by the Customer.

11.2 All patents, copyright and any other intellectual property rights in any drawings, specifications, technical data, models, or other property used by the Company in connection with the Contract and any such rights in the design of Goods provided by the Company shall be and shall remain the sole property of the Company.

12.0 WARRANTIES

12.1 Except as specifically provided herein, all conditions, warranties, terms, representations, statements and liabilities (including in particular but without prejudice to the generally of the foregoing all conditions, warranties and representations as to merchantable quality and fitness for purpose) whatsoever whether express or implied or imposed by law or custom or otherwise are hereby excluded so far as is permitted by law.

13.0 CONSENTS

13.1 The Customer shall obtain all and any necessary consents required to fulfil the Contract including (without prejudice to the foregoing) any governmental consents.

13.2 The Customer shall provide a copy of any such consent obtained by the Customer its servants and agents.

13.3 If the Customer is refused any such consent the Customer shall notify the Company immediately.

14.0 SET-OFF

14.1 The Customer shall not be entitled by reason of any claim against the Company to without payment of the Price of the Goods or to claim any right of set-off against any payment due to the Company under this or any other Contract.

15.0 DETERMINATION OF CONTRACT

15.1 If the Customer shall make default in or commit a breach of the Contract or of any other obligations to the Company, or if any distress or execution shall be levied upon the Customer's property or assets, or if the Customer becomes subject to an order for bankruptcy or compounds with its creditors, or if the Customer is a company and is deemed under Section 123 or the Insolvency Act 1986 to be unable to pay its debts, or if any order made or an effective resolution passed for the winding-up of the Customer or the commencement of any analogous proceedings, or if the Customer becomes insolvent or makes any special arrangements or composition with its creditors, or it a receiver, trustee administrator or similar office over any of the Customer's undertaking, property or assets or any part thereof is appointed, the Company shall have the right, by written notice to the Customer, to determine the Contract and/or any other contract then subsisting between the Customer and the Company and/or to suspend further deliveries of Goods under the Contract and/or any other contract between the Customer and the Company. Such rights shall be without prejudice to any other claim or right the Company may otherwise or exercise.

16.0 NOTICE

16.1 Notice under this Contract shall be served personally or by prepaid first class post and shall be deemed to have been delivered (in the absence of evidence to the contrary) within 48 hours of posting.

17.0 ENGLISH LAW

17.1 The Contract shall be governed by and interpreted in accordance with the laws of England and the Customer and the Company shall submit to the non-exclusive jurisdiction of either the High Court of Justice or a County Court, as is appropriate, in England in relation to any claim, dispute or difference which may arise hereunder.

Graham Blew

From: amanda dabb <~~amanda.dabb@swanscombeandgreenhithetowncouncil.gov.uk~~>
Sent: 09 March 2019 11:44
To: Graham Blew
Subject: SAfE Part 2

Morning Graham,

Further to our meeting last Friday I can confirm that SAfE would like to run an Advice Service out of The Old Fire Station Cafe in Swanscombe.

We would continue to run session on a Wednesday 10-30 -12.30 for continuity as the residents are used to a service being provided on this day . We will also continue to run the outreach service at St Mary Greenhithe community cafe every 2nd and 4th Wednesday of the month

I will write Funding bids to cover costs but would be grateful if we could be considered for any funding that may come via the Town Council just to clarify the SWGTC logo will be on all advertising of the project.

We would like to start on Wednesday April 3rd with a soft launch if this is acceptable please let me know , if you have any questions in the mean time please message me.

Kind Regards

Mandy Dabb
Director
SAfE Advice

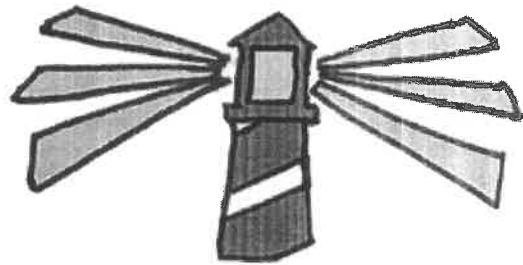
Total Control Panel

[Login](#)

To: graham.blew@swanscombeandgreenhithetowncouncil.gov.uk [Remove this sender from my allow list](#)
From: cllmandydabb@yahoo.co.uk

You received this message because the sender is on your allow list.

Smart Advice for Everyone



Free help with problems including:

- Debt
- Benefits
- Housing
- Employment

Northfleet Central (formerly the Rainbow Centre) DA11 9EQ Every Tuesday 10:30 – 12:30pm	Greenhithe St. Mary DA9 9ND 2nd and 4th Wednesdays 10:30 – 12:30	Dartford Temple Hill Living Well Centre DA1 5ND Every Wednesday 10:30 – 12:30pm
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Telephone: 07716 507 299

Email: help@safeadvice.org.uk

Web: www.safeadvice.org.uk

CVS-NWK Registered Charity No. 1102160. FCA register FRN: 763475.



PROPOSED CHILDREN'S SUMMER ENTERTAINMENT 2019
 £2,000 Plus Funding KCC £1,500 & ASDA £300

Option 1:

Entertainment	Venue	Duration	Price
Laser Tag	Knockhall	2	£580
Climbing Wall	Broomfield	2	£560
Mobile Crazy Golf	Broomfield	2	£425
Kick up Sports	Swanscombe	2	£225
Laser Tag	Broomfield	2	£580
Mrs Roundabout	Heritage	1.5	£120
Dizzy Lolly	Heritage	1	£110
Kick up Sports	Knockhall	2	£225
Inflatable Basket Ball / Volley Ball arena	Knockhall	2	£600
Amazing Animal Encounters	Swanscombe	2	£330
Total of 10 events			
Total Cost for Option 1		18.5	£3,755

Option 2:

Entertainment	Venue	Duration	Price
Mrs Roundabout	Heritage	1.5	£120
Dizzy Lolly	Heritage	1	£110
Science Boffins	Knockhall	2	£930
Laser Tag	Knockhall	2	£580
Climbing Wall	Broomfield	2	£560
Laser Tag	Broomfield	2	£580
Mobile Crazy Golf	Broomfield	2	£425
Circus Sensible	Swanscombe	2	£540
Total of 8 events			
Total Cost for Option 2		14.5	£3,845

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Descriptions of Options

Dizzy Lolly - An hour show which includes a fun magic show, with lots of audience participation.. Also Dizzy Lolly has Mickey Monkey a very Cheeky Puppet, she has a live Rabbit and lots of fun. Singing and dancing is also available in the show. She brings along her own music and sound system.

Mrs Roundabout - Games - Magic - Puppets - Story Telling - Junior Punch & Judy Theatre. Songs and Dances.

Circus Sensible - Everyone will have the opportunity to learn a selection of circus skills, including diabolo, juggling balls/clubs, poi, stilts and spinning plates. Circus Time also carries out fire dance performances, make-and-do workshops and can provide stilt-walkers, as well as having contacts with a wide variety of other entertainers.

Amazing Animal Encounters - The petting corner would be with two handlers. We would not be expecting for every child to handle every animal. Some animals they would be able to stroke with little additional supervision required. Over the course of two hours for an informal petting corner at an event with other attractions.

Mobile Laser Tag - A non-contact game sometimes referred to as Pulsar, Quasar, Laser Bug and Laser Storm. Our Mobile Laser Tag hire service is a massive hit with children (over 6yrs) and adults alike whenever and wherever it is played. The laser shooting game is played inside a darkened inflatable arena which is filled with swirling fog to make the most of the laser beams that the guns produce. The basic idea of Laser Tag is to achieve the highest score possible. Points are scored by shooting an opponent's gun and points are lost when your gun is shot. Up to 10 people can play any one time meaning a good throughput can be achieved. A top of the range Hangar 51 gun set up which allows us to play individual or team games and has various other options to come up with a set up perfect for your event.

Mobile Climbing Wall - An eye catching 8m (24ft) high Mobile Rock Climbing Wall features automatic belay systems and allows up to 4 climbers to climb simultaneously in complete safety. There are many different climbing routes on each of the 4 faces of the Rockwall meaning that we can find a challenge for anyone and everyone! Rock climbing is one of the fastest growing sports in the UK.

Kickup Sports Ltd - 4 FA qualified coaches that have experience with coaching various sports activities within schools and their communities. It is very strict with how the services are carried out and they have high expectations as a company for what coaches we employ. All coaches will be able to coach kids of any age group, gender and background with enthusiasm, skill, creativity, professionalism and fun attributes. These attributes combined make a quality sports coach to be able to deliver both fun and exciting sessions/events to improve the health/wellbeing and participation in the young people.

Equipment provided on the day will include equipment for various sports such as; Tag Rugby, Cricket, Football, Multi Sports and other fun games that we host.

A service for young people which provides a sports service run by experienced and qualified coaches. All the services with young people are to promote healthy lifestyle and to encourage the participation of all kids and young people of all abilities to get involved in sport.

Science Boffins - Science Boffins are continually developing groups sessions to ensure they have something new and fun every year . Just to whet your appetite our assembly programme may include:

Initially they will conjure up an ancient scientist from a bottle, much like Aladdin did. The smoke rises out of the bottle as his spirit joins us for the group.

They will then test whether the children are naughty or nice with an experiment testing their observation skills and more importantly their morals! As water disappears from a cup one willing victim risks getting wet as the remaining children decide their fate. Next the Children will learn about a poorly elephant with a toothache and be amazed by 3 small quantities of chemical making such a huge amount of toothpaste! With the amount of noise the Children will have made so far it's time to test how big their lungs are with our windbags. Using Bernoulli's air flow principles we can make a child will fill a bag up with over 10 litres of air in one breath! Finally, using Bernoulli's principle to show where a stream of air goes with metres of loo roll being flung across the room as the air carries it over the children.

Inflatable games - The Sports Arena is one inflatable that can be used for two different games. Bounce your way though a game of Bouncy Volleyball, or take on your opponents for a game of Bouncy Basketball. Whatever your game choice it will be full of energy! Choose to use the Sports Arena for one game or a mixture of all three throughout your event, choose from:

- Volleyball
- Basketball

ALKERDEN LANE SWANSCOMBE KENT

MEMORANDUM to be attached to the Lease dated the 19th June 2017 made between The Dartford Borough Council of the one part and The Swanscombe and Greenhithe Town Council of the other part

IT IS HEREBY AGREED between The Dartford Borough Council and The Swanscombe and Greenhithe Town Council:-

1. The yearly rent of FIFTY NINE POUNDS (£59.00) reserved under the Lease shall as from 6 June 2018 be increased to the yearly rent of SIXTY FIVE POUNDS (£65.00) for the period terminating on 5 June 2021.
2. Subject as hereby varied all the terms and conditions of the said Lease shall remain in full force and effect.

Dated the 20th day of February 2019

SIGNED by MARIE KELLY-STONE)
For and on behalf of the Council)


.....
Head of Legal Services

SIGNED on behalf of the Lessee)


.....
Authorised to sign on behalf of the Lessee

Certified COP

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Graham Blew

From: Graham Blew
Sent: 06 March 2019 16:20
To: Kevin G Basson
Subject: Info Swanscombe Tigers FC Club Funday
Attachments: Aerial View - Broomfield Park - 1 June 2018.pdf
Importance: High

Kevin

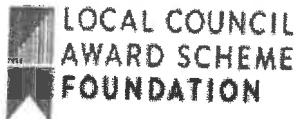
Further to the email below could you also supply details of what would be included in the proposed Fun Day i.e. what stalls or events etc.?

Yours sincerely,

Graham Blew
Town Clerk

Swanscombe & Greenhithe Town Council | Council Offices |
The Grove | Swanscombe | Kent | DA10 0GA.
Tel: 01322 385513 | Fax: 01322 385849

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From: Graham Blew
Sent: 06 March 2019 15:58
To: 'kgbasso@sky.com' <kgbasso@sky.com>
Subject: Swanscombe Tigers FC Club Funday
Importance: High

Kevin

With regards the Fun Day request for 14 July 2019, please use the attached to indicate the area you would like to use..

Could you also provide as much details as possible to assist members when they consider it i.e. how you will steward/police the event, how you will regulate the number of attendees). Could you

also include written confirmation that you would agree to the following Terms & Conditions and supply the information required by these .

1. *None of the Town Councils sports facility hirers are to be disturbed or inconvenienced by this event in any way;*
2. *The area designated by the Town Council to be used is agreed and is not altered/amended on the day (use the attached to indicate);*
3. *A named representative of the Swanscombe Tigers FC to be designated to take responsibility for the event both **prior** to, during and after its completion;*
4. *The Swanscombe Tigers FC to assume all liability for, and attached to, the event and to obtain and supply the council with all the required insurance covers for the event and for any/all of the equipment to be used during the event;*
5. *The Swanscombe Tigers FC to be responsible for all medical, safety and security arrangements for the event and to provide confirmation, **prior** to the event, that all the relevant Health & Safety, Fire and permissions have been obtained for the event;*
6. **The Swanscombe Tigers FC to acknowledge the Town Councils support in all advertisement materials used for the event;**
7. *Advertisement/publicity for the event to be appropriate with all permissions/licenses required obtained;*
8. *The Swanscombe Tigers FC to carry out and supply all the appropriate Risk Assessments **prior** to the event;*
9. *The Swanscombe Tigers FC to be responsible for any/all damage caused as a result of the event and that this includes any cost incurred by the Town Council as a result of the event;*
10. *The Town Council's decision on whether the event goes ahead due to weather conditions be final and not challenged;*
11. *Access to the park to be at the absolute discretion of the Town Council;*
12. *Only the activities/facilities agreed with the Town Council **prior** to the event are to take place;*
13. *The Swanscombe Tigers FC be responsible for clearing any litter etc. resulting from the event and this is to be done immediately after the event and to the satisfaction of the Town Council.*

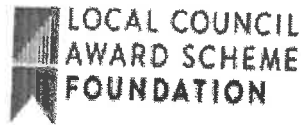
Yours sincerely,

Graham Blew
Town Clerk

Swanscombe & Greenhithe Town Council | Council Offices |

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From: kgbasso@sky.com [mailto:~~kgbasso@sky.com~~]

Sent: 06 March 2019 15:24

To: Graham Blew <graham.blew@swanscombeandgreenhithetowncouncil.gov.uk>

Subject: Request to use Broomfield Park for Club Funday and Charity Football Match

Good Afternoon Graham

Swanscombe Tigers FC are looking to host a Club Fun day and a Charity Football Match as we did last year with the great support of the Town Council and we would like to formally request the Town Council's approval for the use of the park on the following dates for these proposed events:

Sunday 14th July - Club Funday - Use of a part of the park from 8am until 6pm

Sunday 1st September - Charity football match in support of the Ellenor Hospice - Subject to a pitch being available
KO time approx 1.30/2pm

We hope that the Council will approve both these requests and be willing to donate the pitch for the Charity football match as this support will add to the monies to be raised on the day.

The Club will provide a risk assessment for the Fun Day if the request is approved.

Regards

Kevin Basson
Chairman
Swanscombe Tigers FC

Total Control Panel

To: graham.blew@swanscombeandgreenhithetowncouncil.gov.uk [Remove this sender from my allow list](#)
From: kgbasso@sky.com

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