

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 20 JUNE 2019 at 7.00PM

**PRESENT:** Councillor Sue Butterfill - Chairman  
Councillor Peter Harman - Vice Chairman  
Councillor Anita Barham  
Councillor Emma Ben-Moussa  
Councillor Lorna Cross  
Councillor Linda Hall  
Councillor John Hayes

**ALSO PRESENT:** Graham Blew - Town Clerk  
Martin Harding – Assistant Town Clerk/RFO  
Dan Usher – Senior Groundsman / Gardener

**ABSENT:** There were none

98/19-20. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

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

99/19-20. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Lesley Howes.

Apologies for lateness were submitted by Councillors' Linda Hall and John Hayes.

100/19-20. **SUBSTITUTES.**

There were none.

101/19-20. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.***

102/19-20. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**103/19-20. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 21 MARCH 2019.**

**Recommended:** That the Minutes of the Meeting held on 21 March 2019 were approved and signed as a true record.

**104/19-20. SENIOR GROUNDSMAN /GARDENER'S REPORT.**

The Senior Groundsman/Gardener went through the report which updated members on the work undertaken, by the Parks Department and also the work planned for the future which included:

Swanscombe Park, Broomfield Park, Knockhall Park, Manor Park, Miscellaneous and Staff.

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

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

**105/19-20. FOOTBALL PITCH ALLOCATION.**

Further to minute 569/17-18 (Recreation, Leisure & Amenities Committee 22 March 2018) members had been supplied with a copy of the football pitch allocations for 2019 – 2020 football season.

**Recommended:** That the pitch allocations for 2019 2020 be noted.

**106/19-20. REQUEST TO USE COMMUNITY CAFÉ ROOM – COMMUNITY YOUTH ENGAGEMENT OFFICER (CYEO).**

The Town Mayor had approached the Town Clerk to see if it would be possible for the CYEO to use the confidential room at the Community Café on an ad hoc basis, and only when it was available i.e. when not being used by other organisations. This would assist the CYEO as the facility currently being used does not have Wi-Fi.

It was not envisaged that this would have any adverse effect on the operation of the Community Café or the current provision of advice services from the café.

**Recommended:** That, as per the Local Government (Miscellaneous Provisions) Act 1976, Section 19 (2), the confidential room at the Community Café be available to the CYEO, free of charge, as per the conditions detailed above.

**107/19-20. TREE SURVEY.**

Further to the previous survey (2015), an updated survey had now been commissioned from the Councils approved tree consultant. The cost of the survey would be met from the agreed Financial Risk Assessment, along with any associated works that were highlighted from the survey. The survey was hoped to be completed by mid-July. Members were informed of the areas covered by the tree survey and the cost, previously included in the budget setting process, involved for the tree survey.

**Recommended:** That the actions taken in commissioning the tree survey be endorsed.

**108/19-20. ALKERDEN LANE ALLOTMENTS (NEW BURIAL GROUND) – MEETING WITH DARTFORD BOROUGH COUNCIL (DBC).**

Dartford Borough Council had previously agreed new build housing projects on their land and one of the sites was the former garage block at Gilberts Close.

A meeting was held with DBC and the Allotment Association on site to discuss and ensure continued vehicular access to the allotments both during and after the construction process. Members considered the notes from this meeting.

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

**109/19-20. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD**

Members are requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk will consult with the Chairman and Town Mayor, if appropriate, before any business is transacted. If any emergencies do occur during this time the Executive & Emergency Committee would be convened.

**Recommended:** That, in accordance with section 101 (1) (a) of the Local Government Act 1972 the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period

**110/19-20. EXCLUSION OF THE PRESS AND PUBLIC.**

MOVED BY Councillor John Hayes and seconded by Councillor Anita Barham;

**RESOLVED:**

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

No members of the press or public were present during discussion of the following items of business.

**111/19-20. INFORMAL MEETING WITH CAMLAND / EBBSFLEET FOOTBALL CLUB (EFC).**

Further to minutes 202/18-19 (Recreation, Leisure & Amenities Committee 20 September 2018) and 538/18-19 (Recreation, Leisure & Amenities Committee 21 March 2019), a further informal meeting had been held, with Camland and a representative from EDC, on 11 June 2019.

Members considered the confidential notes from this meeting which were detailed by the officers and members that had attended.

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

There being no further business to transact the Meeting closed at 7.25 pm.

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