

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 21 SEPTEMBER 2017 at 7.00PM

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

ALSO PRESENT: Graham Blew - Town Clerk
Dan Usher – Senior Groundsman / Gardener

ABSENT: Councillor P M Harman
Councillor Mrs M B Kelly

184/17-18. **APOLOGIES FOR ABSENCE.**

There were none.

185/17-18. **SUBSTITUTES.**

There were none.

186/17-18. **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.

187/17-18. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

The Town Clerk informed members that, further to minute 77/17-18 the Adult Gym Equipment had been installed in Broomfield Park, Swanscombe (in the location previously agreed) on 19 September 2017.

Members were also advised that the Recommendation published in the agenda for item 7.4 – Strategic Review of Town Council’s Building Portfolio, was incorrect and should have read “To establish a Working Group with clear Terms of Reference”.

188/17-18. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 22 JUNE 2017.

Recommended: That the Minutes of the Meeting held on 22 June 2017 were approved and signed as a true record.

189/17-18. SENIOR GROUNDSMAN/GARDENERS REPORT.

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

Swanscombe Park, Manor Park, Broomfield Park, Knockhall Park, Heritage Park, Saxon Court, Valley View, equipment and staff.

Further to minute 78/17-18 members noted that the x4 new/replacement benches had been delivered on 5 September 2017 and would be installed by the Parks Department in due course.

Recommended: That the item be noted.

190/17-18. UNAUTHORISED ENCAMPMENT (UE).

The Town Clerk re-iterated the details contained in the report and confirmed how the issue had been dealt with and the actions that had been taken. Members were informed of the assistance and involvement of the out of hours contractor, Dartford Borough Council Environment Team and Local Police.

Members commended the Town Council Staff, and everyone who had been involved, in ensuring this incident caused the minimum disruption to residents as was possible.

Recommended: That the Town Clerks actions in dealing with the UE be endorsed.

191/17-18. PRUNUS (CHERRY) TREE – BROOMFIELD PARK.

Further to minute 167/14-15 members discussed this matter with the Senior Groundsman/Gardener and agreed that the tree should be replaced with a new one of the same variety and maturity and that once planted, the Parks Staff should monitor the condition of the tree closely.

Recommended: That the tree be replaced with a new one of the same variety and maturity and that once planted, the Parks Staff monitor the condition of the tree closely.

192/17-18. NEW PLAY EQUIPMENT – BROOMFIELD PARK.

Further to minutes 317/16-17, 16/17-18 and 76/17-18 members were informed of the results of the survey undertaken by the students, in the age range the equipment was designed for, of Ebbsfleet Academy.

Members acknowledged the input of the students and were pleased to see the level of responses from them.

The Town Clerk advised members that the installation of the new equipment had been scheduled for w/c 6 November 2017.

Recommended: That the order being placed for the installation of the “Rota Glide City Adventure Trail and Air Rider” in Broomfield Park (location previously agreed) be endorsed.

193/17-18. STRATEGIC REVIEW OF THE TOWN COUNCIL’S BUILDING PORTFOLIO.

Further to minute 75/16-17 members considered establishing a Working Group and agreed that it was a good time to begin this project and to establish the Working Group.

Members acknowledged that it was vital that the first task of the Working Group should be to set out clear Terms of Reference (ToR).

After discussion it was agreed that the membership of the Working Group should, in line with minute 121/17-18, be made up of 5 members and that the Working Group meetings should be held during the day.

Members agreed that the following would make up the Working Group:-

1. Councillor D J Mote;
2. Clerk to be advised by Secretary of The Swanscombe and Greenhithe Residents Association;
3. Clerk to be advised by Secretary of The Swanscombe and Greenhithe Residents Association;
4. Clerk to be advised by Secretary of The Swanscombe and Greenhithe Residents Association
5. Clerk to be advised by Secretary of The Swanscombe and Greenhithe Residents Association.

Recommended:

1. That the Strategic Review of the Town Councils Building Portfolio Working Group be established as detailed above.
2. That the Working Groups first task be to set out clear ToR.
3. That the Working Group meetings be held during the day.

194/17-18. COUNCIL OFFICE AND CAFÉ CHRISTMAS OPENING ARRANGEMENTS.

Members agreed that the Council Offices and Café should be closed on 27, 28 and 29 December 2017.

Recommended: That the Council Offices and Café be closed on 27, 28 and 29 December 2017 with a notice being displayed in advance, advising Members of the Public and a relevant message being recorded on the Council Office answer machine.

195/17-18. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Mrs A E D Barham and seconded by Councillor D J Mote;

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 item of business.

196/17-18. INGRESS PARK COMMUNITY CENTRE – UPDATE.

Members considered the confidential update and confidential notes of the Working Groups meeting with Crest on 20 July 2017.

Councillor D J Mote gave members a synopsis of the meeting held with Crest on 20 July 2017 and the issues/actions that had been identified at the meeting.

Recommended: That the item be noted.

197/17-18. EAGLES ROAD PLAY AREA – UPDATE.

Members considered the confidential update.

Councillor D J Mote advised members of a meeting he had attended at DBC on 15 September 2017 along with Councillor R J Lees, officers of DBC and members of the Eagles Road Park Association.

Recommended: That the item be noted.

198/17-18. **GROVE CAR PARK – UPDATE.**

Members considered the confidential update.

Recommended: That the item be noted.

There being no further business to transact, the Meeting closed at 7.45 pm.

Signed: _____ Date: _____
(Chairman)

