

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 22 MARCH 2018 at 7.30PM

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

ALSO PRESENT: Councillor A S Reach
Graham Blew - Town Clerk
Martin Harding – Assistant Town Clerk/RFO
Sandra Kelleher – Administration Assistant
1 x member of the public

ABSENT: There were none

560/17-18. **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.

561/17-18. **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillor Mrs M B Kelly.

562/17-18. **SUBSTITUTES.**

There were none.

563/17-18. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillor K G Basson declared a prejudicial interest in item 8.2 – Football Pitch Allocation Policy, as he is Chairman of Swanscombe Tigers FC.

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

564/17-18. **ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

565/17-18. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 1 FEBRUARY 2018.

Recommended: That the Minutes of the Meeting held on 1 February 2018 were approved and signed as a true record.

566/17-18. GROVE CAR PARK MANAGEMENT.

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

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

The Town Council received, and had acknowledged, a letter from Swanscombe & Greenhithe Labour on 12 March 2018.

Members discussed the correspondence received along with the validity of a petition that had also been submitted by the authors of the letter. In response to a member enquiry the meeting was informed that, from the limited information contained with the petition, it appeared that over 50% of the people included were from outside of Swanscombe and Greenhithe and that some of the names appeared more than once.

Members felt that a lot of work had been undertaken before the decision had been made and that the importance of undertaking the project was underpinned by the need to promote safer parking for shoppers using the High Street.

Members unanimously agreed that the trial continue as planned and that the contents of the letter, along with any other comments received from residents and local businesses, be considered during the planned review period.

Recommended: That a response be sent to the letter confirming that the trial will proceed and that the contents of the letter, along with any other comments received from residents and local businesses, be considered during the planned review period.

567/17-18. PARKS – STAFFING UPDATE.

The Town Clerk updated members on the current staffing situation including the fact that the recruitment process for the replacement Groundsman / Gardener had been concluded and the successful applicant was scheduled to begin on 26 March 2018.

Recommended: That the report be noted.

568/17-18 ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT

Members considered the results of the Annual Playground Safety Inspection and noted that most of the risk criteria ratings were L (low) or VL (very low).

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

Recommended:

- 1 That the Annual Playground Safety Inspection Report be noted and responsibility be delegated to the Town Clerk to have the highlighted works undertaken during the forthcoming year.
- 2 To replace the Link Non Bump See-Saw at Broomfield with an appropriate piece of play equipment.

Having already declared a prejudicial interest Councillor K G Basson left the chamber and took no part in the discussion or decision of the following item.

VICE-CHAIRMAN, COUNCILLOR P M HARMAN IN THE CHAIR.

569/17-18. FOOTBALL PITCH ALLOCATION POLICY.

Members were asked to agree a mechanism for the allocation of football pitch hires each season where the amount of requests exceeded the availability.

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

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

Applications are submitted to RLA = June meeting.

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

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

Town Council football season starts = second weekend in September.

A suggestion from officers was for the current hirers to take preferences with applications and new applications being located on a first come first served basis should any vacancies arise.

Members agreed that this suggestion was logical and the Town Clerk was delegated authority to allocate the pitch hire accordingly with the decisions reported to the June RLA meeting for noting.

Recommended:

That the proposed Policy be used for future football pitch allocations.

570/17-18. **CHILDREN'S SUMMER ENTERTAINMENT – 2018**

Members had been provided with 3 packages, put together by the Administration Team, for Children's Summer Entertainment. The budget agreed in the estimates, and contained within Cost Centre 9, Cost Code 121, for this item was £2,000.00 with the Administration Team having successfully obtained an additional £1,000.00 (KCC Members Grant) and £260.00 (Asda Community Champion) external funding.

Recommended: That Option 1 be selected for the Children's Summer Entertainment Programme 2018.

571/17-18. **CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS.**

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

One option members considered was the purchase of a new parks vehicle to assist with reaching the new recreational facilities that were due to come on board in areas further away from the Parks Yard than those facilities currently managed.

Recommended: That the purchase of a new parks vehicle be taken forward as the Town Councils project for the Capacity Building Fund 2018.

572/17-18. **EAGLES ROAD PLAY AREA – UPDATE.**

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

Recommended: That the item be noted.

There being no further business to transact, the Meeting closed at 8.05 pm

Signed: _____ Date: _____
(Chairman)