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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Recreation, Leisure & Amenities Committee

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

To all other Councillors: For information only

A Meeting of the above Committee will be held on

Thursday 24 November 2016 at 7.00pm

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

Graham Blew
Town Clerk

Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.

Dated: 17 November 2016

The Council Offices, The Grove, Swanscombe, Kent, DA10 0GA.
Tel: (01322) 385513 Fax: (01322) 385849

AGENDA

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

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

4. Items as Deemed Urgent by the Chairman / matters arising from previous minutes and their position on the Agenda (for discussion/information only, not for decision).
5. To confirm the Minutes of the Meeting held on 21 September 2016 (*Town Council 13 October 2016*).
6. **SENIOR GROUNDSMAN/GARDENER'S REPORT (p).**

Please see the attached report.

Recommended: To discuss and advise accordingly.

7. **TOWN CLERK'S REPORT.**

7.1 **BROOMFIELD PARK GARAGE/AREA (p).**

Further to minute 163/16-17. Part of the FRA budgets included the provision for the replacement of the garage used for the tractor/goalposts within Broomfield Park. After reviewing this, with the Senior Groundsman/Gardener, the FRA Working Group agreed that the funds available (£15,000) would be better allocated to the repair and enhancement of area at the side and in front of the garage. With this in mind officers have been able to obtain the following 3 quotations.

To assist members the following have been attached:-

- Photographs showing the areas concerned;
- The quotations received.

	380m2	210m2
Quote A	£23,104.50	£12,768.00
Quote B	£34,200.00	£23,650.00
Quote C	£21,226.00	£14,500.00

Recommended: To discuss and advise accordingly.

7.2 SWANSCOMBE PARK – PATHWAY SURFACING (p).

Part of the FRA budgets included Swanscombe Park Car park resurfacing. Having considered this the FRA Working Group agreed that, at this time, this was not essential and that the available funds (£10,000) would be better allocated to the repair and enhancement of areas of pathway and access within the park that have become deteriorated. With this in mind officers have been able to obtain the following 2 quotations for members' consideration.

To assist members the following have been attached:-

- Photographs showing the areas concerned;
- The specification used to obtain the quotations;
- The quotations received.

	Quote A	Quote B
Area 1	£2,380.00	£1,715.00
Area 2	£3,148.00	£3,750.00
Area 3	£3,948.00	£1,800.00
	5% discount if all 3	7.5% discount if all 3

Recommended: To select which quote to undertake the works as indicated.

7.3 REPLACEMENT SWINGS AT KNOCKHALL PARK AND AT SAXON COURT (p).

The Town Council have, for some time, been planning to replace the swings at both locations and it was agreed within the 2016 - 2017 Estimates (Cost Centre 4, Cost Code 49), that a sum of £8,000 be set aside for these works.

Officers have obtained 3 quotations from specialist play equipment suppliers.

To assist members the following have been attached:-

- Photographs showing the existing swings;
- The specification, designs and quotations provided.

Recommended: To select which quote to undertake the works as indicated.

7.4 GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2017 FOR THE SWANSCOMBE CENTRE (p).

In accordance with the Management Agreement (Section 27.2.2), the Managing Director, GCLL, has advised of the proposed scale of charges for 2017 and has included the current charges for information.

Recommended: To agree the proposed scale of charges for 2017, submitted by GCLL, for The Swanscombe Centre.

7.5. COUNCIL OFFICE AND CAFÉ CHRISTMAS OPENING ARRANGEMENTS (p).

Attached is a calendar for the Council Offices and Café over the Christmas and New Year. Members are asked to consider when they wish the office and café to be closed over the festive period. Officers have been consulted and have no objection to using annual leave entitlement to cover any periods of closure.

Recommended: To agree the opening days of the offices and café over the festive period with a notice being displayed, in advance, advising Members of the Public of the closures. As per previous years a relevant message would also be recorded for the Council Office answer machine for this period.

7.6 ESTIMATES FOR 2017 – 2018.

As Members are aware, Officers begun work on the estimates for 2017 – 2018 earlier in the year and members were first asked for any suggestions in July (minute 122/16-17), with an agreed deadline of 31 August 2016. Full Council then considered the proposals submitted at its meeting on 13 October 2016 (minute 199/16-17).

The draft Annual Estimates 2017 – 2018 will need to be approved and endorsed by the full Council in January 2017 before setting the Council Tax Base for the 2017 – 2018 financial year.

Recommended: To note

7.7 EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: 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 press and public leave the meeting during consideration of the following items.

7.8 REQUEST FROM CRAYTOTS (p).

Craytots Pre-School have submitted the attached request for members' consideration.

Recommended: To discuss and advise accordingly.

7.9 PAVILION WORKING GROUP – UPDATE (p).

Please see the confidential notes from the Working Groups 17 October 2016 meeting which outline the Short Term and the Long Term Plan for the facility, along with the financial implications. As per minute 410/15-16 this will also be reported in to full Council on 15 December 2016 (Chairmen of all 3 main Committees Chairmen on the Pavilion Working Group).

Recommended: To endorse the Short and Long Term Plans for the facility as per the Working Groups recommendations.

7.10 INGRESS PARK COMMUNITY CENTRE WORKING GROUP – UPDATE (p).

The Working Group met on 7 November 2016 and the confidential notes from this meeting are included for members' information.

Recommended: To note.

7.11 EAGLES ROAD PLAY AREA (p).

Please see the attached correspondence/request from Councillor S J Ryan.

Recommended: To discuss and advise accordingly.

INFORMATION AVAILABLE IN THE OFFICE:

- Allotment & Leisure Gardener – Issue 4 2016.