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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 J A Hayes
Councillor Ms L C Howes
Councillor Mrs M B Kelly
Councillor D J Mote
Councillor Mrs L D McFadden
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 26 November 2015 at 7.00pm

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

Graham Blew
Town Clerk

Dated: 19 November 2015

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.

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 24 September 2015 (*Town Council 15 October 2015*).
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 **UNAUTHORISED USE OF KNOCKHALL RECREATION GROUND.**

Further to minutes 410/14-15 and 517/14-15 the following has been witnessed by our Parks Department on Saturdays between approximately 10.30am to 1.00pm:-

| | |
|----------------------------|---|
| Saturday 4 April 2015 | No-one using the marked out areas. |
| Saturday 11 April 2015 | No-one using the marked out areas. |
| Saturday 30 May 2015 | Dozen men using the area with their own goals (the pitches were not marked out). |
| Saturday 6 June 2015 | 4 of the same group playing football (the pitches were not marked out). Approx. 11am. |
| Saturday 5 September 2015 | 6 men using the area, when requested not to use the marked out areas they ignored the request. Approx. 12.15pm. |
| Saturday 12 September 2015 | 4 men using the area. Approx. 12.30pm. |
| Saturday 19 September 2015 | 14 men using the area when requested not to use marked out areas they ignored the request. |
| Saturday 26 September 2015 | 6 men using the area. Approx. 12noon, when requested not to use marked out areas they ignored the request. |
| Saturday 3 October 2015 | 5 men using the area. Approx. 12.15pm |
| Saturday 10 October 2015 | 4 men using the area. Approx. 11.30am. When requested not to use marked out areas they replied that they could play where they wanted as it was a |

| | |
|-----------------|------------------------|
| | public park. |
| 17 October 2015 | No-one using the area. |
| 24 October 2015 | No-one using the area. |
| 31 October 2015 | No-one using the area. |
| 7 November 2015 | No-one using the area. |

NB. To date no correspondence has been received from anyone regarding this matter except the previously mentioned letter from the MP.

Recommended: To discuss and advise accordingly.

7.2. **EAGLES ROAD PLAY AREA, GREENHITHE.**

Councillors Ms L C Howes and R J Lees have asked if members would like to consider the Town Council offering to take on the management of the play area in Eagles Road, Greenhithe which is currently the responsibility of Dartford Borough Council. DBC have been asked if they would consider allowing another organisation to take on the responsibility for this play area (26 October 2015) and they have advised that they will look into this and respond to the Town Council.

Members need to discuss and understand the implications this would have on the resources of the Town Council (finances, effects on Parks Department (additional time taken to get to and carry out daily inspection/litter pick etc.))

Recommended: To discuss and advise accordingly.

7.3. **GANG MOWING.**

Further to minute 293/14-15, and after consulting with the Senior Groundsman/Gardener, a continuation of the contract for gang mowing in 2016 has been signed.

Recommended: To endorse the actions of the Town Clerk.

7.4. **GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2016 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 2016 and has included the current charges for information.

Recommended: To agree the proposed scale of charges for 2016, submitted by GCLL, for The Swanscombe Centre.

7.5. PILOT LOCAL WARDEN SUPPORT OFFICER SCHEME.

Further to minutes 25/15-16, 83/15-16 and 224/15-16 the Kent Association of Local Councils (KALC) have informed that the re-launch of the recruitment campaign will be on 1 December 2015 with a closing date for applications of 1 February 2016.

Recommended: To note.

7.6. CRAYLANDS LANE ALLOTMENTS / HERITAGE HALL RIGHT OF WAY – UPDATE.

We have been made aware that the former St Johns Hall site has changed ownership and our Solicitors have contacted the new owners regarding the right of way over the access way.

We have met with the new owner and our Solicitors on 29 October 2015 where we clarified our position regarding wanting to use the right of way. After discussing several issues relating to the access required it was agreed that the Town Council could purchase a padlock for the gate and issue the new owner with 4 keys for his own use.

Recommended: To note.

7.7. USE OF COMMUNITY CAFÉ – HERO (p).

A request to use the Confidential Room at the Community Café, Church Road, was received and would be for every Tuesday from 10am to 2pm for a period of approximately 12 months. The Town Clerk has discussed this with the HERO Project officer and, provided members agree, the necessary arrangements will be made for this use to begin from 2 December 2015.

Recommended: To agree to the hire of the confidential room at the Community Café as detailed.

7.8. 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.

7.9. CAPACITY BUILDING FUND 2015.

Further to minute 231/15–16 the quote for the restoration of the complete wall at St Peter and St Pauls Church has been revised as part of the wall was repaired as an insurance claim (damaged by ASB). The Town Clerk, in consultation with the Town Mayor, has informed Dartford Borough Council of this and is awaiting their response.

Recommended: To note.

7.10. ESTIMATES FOR 2016 – 2017.

Members are informed that officers have begun work on the estimates for 2016 – 2017 and that they are invited to contact the RFO, outside of this meeting, and inform her of any suggestions and/or items they feel should be included.

The draft Annual Estimates 2016 – 2017 will need to be approved and endorsed by the full Council in January 2016 before setting the Council Tax Base for the 2016 – 2017 financial year.

Recommended: To note.

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 item.

7.11.INGRESS PARK COMMUNITY CENTRE (p).

Please see the confidential report.

Recommended: To discuss and advise accordingly.

7.12.LAND FRONTING KNOCKHALL ROAD (p).

Further to minute 348/14-15 the attached advice has been obtained from the Town Councils' Solicitors after receiving the comments from Mr Kidner, dated 8 September 2015 and Members are asked to advise how they wish to proceed with this matter.

The quotations received for the removal of the current permanent barrier and the installation of a gate are as follows:-

| | 2 x gates | 1 x barrier |
|---------|------------|-------------|
| Quote A | £ 2,187.74 | £1,766.72 |
| Quote B | £1,100.56 | £975.00 |
| Quote C | £1,355.00 | £585.00 |

Recommended:

- 1 To agree which quotation to use for the installation of a lockable gate.
- 2 To supply a key to the landowner of the "garage" area, once satisfactory agreement between parties is reached.

7.13.PARKS OPERATIONS (p).

Please see the confidential report.

Recommended: To discuss and advise accordingly.

INFORMATION AVAILABLE IN THE OFFICE:

- Allotment & Leisure Gardener – Issue 4, 2015.

Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithetc.kentparishes.gov.uk/>