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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Recreation, Leisure & Amenities Committee

Councillor K G Basson (Chairman)
Councillor P M Harman (Vice-Chairman)

Councillor Ms L M Hall
Councillor J M Harman
Councillor A Harvey
Councillor Mrs A R Harvey
Councillor J B Harvey
Councillor J A Hayes
Councillor Ms L C Howes
Councillor B R Parry
Councillor B E Read
Councillor P J Scanlan

To all other Councillors: For information only

A Meeting of the above Committee will be held on

Thursday 27 November 2014 at 7.00pm

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

Graham Blew
Town Clerk

Dated: 20 November 2014

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 25 September 2014 (*Town Council 16 October 2014*).
6. **SPRING VALE WOODED AREA (p).**

Please see the attached report.

Recommended: To agree on how the Council will maintain this area in the long term.

7. **SENIOR GROUNDSMAN/GARDENER'S REPORT (p).**

Please see the attached report. (TO FOLLOW)

Recommended: To discuss and advise accordingly.

8. **TOWN CLERK'S REPORT.**

- 8.1 **ISTEAD RISE BOWLS CLUB – REQUEST TO INSTALL ASTROTURF COVERING TO “DITCH BOARDS” (p).**

The attached request has been received for members' consideration. The Senior Groundsman/Gardener is aware of the request and has no objections provided the coverings are easily removable for future maintenance.

Recommended: To agree to the request.

- 8.2 **CAPACITY BUILDING FUND (DARTFORD BOROUGH COUNCIL (DBC)) – FUTURE APPLICATIONS (p).**

Further to minute 238/14-15, Members are asked to begin considering suitable/appropriate projects for any future funding opportunities under this scheme.

Recommended: To discuss and advise accordingly.

8.3 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.

8.4 ADVICE SERVICE DARTFORD – REQUEST TO INSTALL KIOSK AT COMMUNITY CAFÉ, CHURCH ROAD (p).

The Advice Service Dartford have submitted the attached request to install a kiosk at the Community Café, Church Road.

Recommended: To discuss and advise accordingly.

8.5 ALLOTMENT ASSOCIATION – UPDATE.

The Allotment & Cemeteries Sub-Committee met on 18 September 2014 to discuss the current administration of the allotments. It was agreed that due to very unfortunate circumstances the current arrangements were not able to continue and a consultation meeting with the allotment holders was arranged and held on 27 October 2014.

At this meeting it was agreed that the current Agreement with the Allotment Association was not operating as it should be and that it would be in the best interests of the allotments and the allotment holders if notice was given to the current Allotment Association and the allotment holders form a new Allotment Association.

Recommended:

- 1 To note and endorse the actions taken in serving notice on the agreement with the current Allotment Association.
- 2 To agree to discussions with a newly formed Allotment Association to formulate an Agreement regarding the administration of the allotment sites.

8.6 GRAVESHAM COMMUNITY LEISURE LIMITED (GCLL) DRAFT PROPOSAL SCALE OF CHARGES 2015 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 2015 and has included the current charges for information.

Recommended: To agree the proposed scale of charges for 2015, submitted by GCLL, for The Swanscombe Centre.

8.7 TREE WORKS UNDERTAKEN.

Swanscombe Park.

It was necessary to have a large Ash tree pollarded as it formed a large hollow where the branches met the trunk and the weight of the branches were a concern.

Saxon Court / Alkerden Lane.

The Town Council have been monitoring the area of land running from Saxon Court Play area to behind the bus stop in Alkerden Lane as it was becoming unruly and very dense, making it difficult to access and clear/clean. In consultation with the Senior Groundsman/Gardener it was decided to have the trees reduced to fence height with the removal of 1 Sycamore Tree which had become too large for the area it was located in. Quotations were obtained to have the works undertaken and, in consultation with the Chairman of Finance and General Purposes Committee the works were arranged and undertaken. Unfortunately since the works were undertaken complaints have been received from residents of other properties in the area, and these are being dealt with separately under the Town Council's Complaint Handling Procedure.

Recommended:

- 1 To endorse the actions of the Town Clerk in having these works undertaken.
- 2 To agree to quotations being obtained for a Tree Survey being undertaken on the Town Councils trees with a view to formalising a programmes of works for the future.

8.8 ESTIMATES FOR 2015 – 2016.

Members are informed that officers have begun work on the estimates for 2015 – 2016 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 2015 - 2016 will need to be approved and endorsed by the full Council in January 2015 before setting the Council Tax Base for the 2015 - 2016 financial year.

Recommended: To note.

8.9 EXCLUSION OF THE PRESS AND PUBLIC.

TO RESOLVE: That, under Section 100A (4) of the Local Government Act 1972 (as amended), the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information.

8.10 GANG MOWING – CHANGE OF CONTRACTOR (p).

Please see the attached confidential report.

Recommended: To note and agree to proceed with the quotation, as attached, for the future gang mowing.

8.11 CHRISTMAS ILLUMINATIONS – FUTURE ARRANGEMENTS (p).

Please see the attached confidential report.

Recommended: To note the current situation and to discuss and advise on how the Council should proceed.

8.12 GROVE CAR PARK (p).

Please see the attached confidential report and photographs.

Recommended: To note the current situation and to discuss and advise on how the Council should proceed.

8.13 LAND FRONTING KNOCKHALL ROAD (p).

Please see the attached confidential report.

Recommended:

- 1 To give consideration as to whether the Council wish to dispose of the land in Title TT24096.
- 2 To agree to the interested party funding a valuation by the District Valuation Office Agency with a view to future consideration.

8.14 TEMPORARY FENCE AT HERITAGE COMMUNITY HALL (p).

Members will be aware that the Town Council installed a temporary strip of fencing at The Heritage Community Hall to protect the area behind the hall from damage etc. The hirer of the property adjacent to the Heritage Community Hall has submitted the attached request for members' consideration.

Recommended: To discuss and advise accordingly.

INFORMATION AVAILABLE IN THE OFFICE:

- Allotment and Leisure Gardens – Issue 4 2014.
- Celebrations (EllenorLions Hospices) – Autumn 2014.
- Southern Water – Water Resources & Drought Strategy.
- Wild Kent, Kent Wildlife Trust, winter 2014 – 2015.

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