

RLA 10/4/14

## Parks Report: April 2014

The Annual Playground Inspection has taken place and the initial verbal report from the Inspector doesn't appear to highlight any unexpected problems. Contractors have now started the seasons grass cutting.

- **Swanscombe Park:**

The work to remove the trees that became unsafe during the December storms has been completed.

Repairs to the bowls and tennis court fences are pending.

The refurbishment of the flagpole is currently being undertaken.

After all the wet weather the preparations for the Bowls season are underway.

Planned shrub planting has been delayed. We hope to plant out the shrub beds in the coming weeks.

A free dog microchipping session was held in the park which proved very popular (54 dogs were chipped).

We have suffered another break in to the park buildings.

Staff have painted the ladies and gents toilets.

- **Manor Park:**

Parks staff have removed some broken branches from the trees adjacent to the road.

- **Broomfield:**

The cutting back of the shrub beds in Neptune Park is almost finished.

All football pitches are playing well and we would expect to be able to squeeze in the remaining matches by the end of April.

Preparations to the cricket square are on schedule for the start of the season.

Dog fouling continues to be a nuisance.

- **Knockhall:**

The junior pitch is now back in use after waterlogging problems.

The temporary arrangement of relocating onto the adult pitch helped us to allow the ground time to dry out.

As usual, the pitches at Knockhall will be available after April to allow teams to make up for any cancelled matches.

- **Heritage Park:**

Motorbikes continue to cause problems.

There has been some vandalism to play equipment which parks staff have repaired.

- **Equipment:**

The recently purchased tractor is already proving to be a very useful addition to the parks equipment. We have had a towbar fitted to one of the vans. Unfortunately one of the vans developed a problem which resulted in the engine

having to be replaced.  
Annual servicing of parks equipment has been carried out.

# AGENDA ITEM 7.1

*RLA 10/14/14*

	Amount Spent Last Year	THIS YEAR.
Broomfield Park	£568.00	£314.00
Swanscombe Park	£772.91	£13.49
Manor Park	£0.00	£ 1,202.08
Heritage Park	£0.00	£40.00
Knockhall Park	£573.17	£0.00
Valley View	£0.00	£2.61
Saxon Court	£0.00	£474.00
	<b>£ 1,914.08</b>	<b>£2,046.18</b>

The estimates for 2014 – 2015 included £3,500 for Annual Maintenance.

**Recommended:**

To note the Annual Playground Safety Inspection Report and approve the actions/items, as indicated in the report (yellow) to be carried out.

EXTRACT OF MINUTES

87/13-14. **ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.**

Members received the Annual Safety Inspection of Play Ground Equipment and were asked to approve the remedial actions indicated in the report. The Town Clerk advised members that, to save on costs, any remedial work able to be done "in-house" would be undertaken by the Parks Department.

The Chairman expressed his satisfaction that, due to the council's investment, the items highlighted in the report had dramatically decreased.

**Recommended:**

- 1 That the Annual Safety Inspection of Play Ground Equipment be noted and that the undertaking of the remedial work indicated in the report (yellow) be approved.
- 2 That the items indicated in the report (pink) be included in the budget process for 2014 – 2015 = Manor Park £1,082.66

27 MAR 2014

Our Ref VB/IRPFCS

25<sup>th</sup> March 2014

COPY

Swanscombe & Greenhithe Town Council  
Council Offices  
The Grove  
Swanscombe  
Kent  
DA10 OGA

Dear Mr Blew

**Re: Safety Inspection of Playground Equipment**

Please find enclosed our inspection report of your playground equipment together with introduction to inspections.

We trust the enclosed meets with your approval. Please note the labour cost is based on all works being ordered. If only part of the work is required the labour costs may change. If you have any queries on any of the issues raised in the report then please do not hesitate to contact me.

Yours sincerely  
For and on behalf of  
Wicksteed Playscapes

*Val Burton*

Val Burton (Mrs)  
**Customer Services Administrator**




**Regional Office**  
Wicksteed Leisure Limited  
18 Ardvanagh Avenue Newtownards Co Down BT23 7XE  
T: +44(0)2891 450282  
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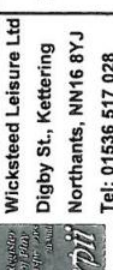
www.wicksteed.co.uk

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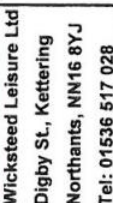
Certified Inspection Report for:		CONTACT :-		ORDER NO :-		S. ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		317440		Broomfield Road Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		1 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Area 1 (enclosed area) Multi-play Unit on Wet Pour	Unknown	VL L M	Generally satisfactory but monitor minor deformation at the slide chute surface (dents) Monitor surface shrinkage at the edges, further deterioration could result in trip hazards or encourage vandalism Recommend soil and seed is added at the surface edging to reduce potential trip hazards.						
Jupiter Spring Mobile Platform on Wet Pour	Playdale	L	Satisfactory condition but monitor surface shrinkage at the edging, further deterioration may result in trip hazards or could encourage vandalism.						
Bike Spring Mobile on Tiles & Grass	Ijslander	L	Generally satisfactory but monitor minor damage to one tile, uneven surfaces may create trip hazards, in addition, recommend regular grounds maintenance at grass surfaces to combat erosion and reduce potential slip, trip and impact hazards.						
Car Spring Mobile on Tiles & Grass	Ijslander	L	Generally satisfactory but recommend regular grounds maintenance at grass surfaces to combat erosion and reduce potential slip, trip and impact hazards.						
Delta Climber on Wet Pour	Wicksteed 1982	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test within the fuselage framework (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present.						
Link Non Bump See-Saw (LNB) on Wet Pour	Wicksteed 1994	L	Material split evident at the lower wing frame member, structural integrity does not appear to be affected at present but monitor for deterioration, no remedial action possible Generally satisfactory but monitor corrosion at column side plates, further deterioration could create sharp edge snagging hazards (column plates set in red wet pour)						
 Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028				INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20.3.2014		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered	
								£0.00	
								£0.00	
								£0.00	See sheet 3




Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe.gov.uk		ORDER NO :- 317440	SITE ADDRESS :- Broomfield Road Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		SHEET 2 of 3			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL		
5.8m Free Standing Slide on Wet Pour	Wicksteed 1982	L L L VL M	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the hand and guardrails (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present. Fails Toggle test at chute entrance (BS EN 1176-1:2008, clause 4.2.7.3, no action recommended at present Fails Stair criteria (BS EN 1176-1:2008: clause 4.2.9.2), no action recommended at present Monitor minor deformation at the slide chute surface ( <i>dent/s</i> ) Recommend soil and seed is added at the surface edging to reduce potential trip hazards, especially at the slide run-out.							
2.8m 2 Bay 4 Seat Swing 2 x Flat & 2 x Cradle Seat on Wet Pour	Wicksteed	L L L M L M	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails BS EN 1176 recommended clearance dimensions between the seats and frame members (ref BS EN 1176-2:2008, clause 4.4.1), no action recommended at present. Monitor wear at the chain links Monitor vandalism damage to the flat seats & wear & deformation to the cradle seats ( <i>perished or flaking rubber could cause choking if swallowed</i> ), recommend all the seats are replaced within 6 months Generally satisfactory but the uneven tarmac surface around the seat may create trip hazards ( <i>see general comments</i> )	2 2	5901-002 5901-048	Flat Rubber Safety Seat Single Tier Rubber Cradle Seat (2007) <i>Labour cost to fit parts*</i>	£38.00 £119.00 £160.00	£76.00 £238.00		
Park Seat on Tarmac		M	Satisfactory condition							
2 x Litter Bin on Grass		M	Satisfactory condition							
Fence		M	Generally satisfactory but recommend spring tension is adjusted to gently close the gate Recommend regular grounds maintenance at the paving edge to combat erosion and reduce potential slip and trip hazards.							
Single Gate		M								
						<b>INDICATION OF RISK RATING ASSESSMENT</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20 .014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered	£314.00 £0.00 £314.00 See sheet 3





Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SIT ADDRESS :- Broomfield Road Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA	SHEET 3 of 3			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE		
Signage			Satisfactory condition						
General (area 1)		M	Recommend regular grounds maintenance at the grass areas to combat erosion and reduce potential slip and trip hazards, especially at the entrance						
Area 2 (open area)		M	Hard surfaces within the play area are damaged and wearing, creating potential trip hazards, recommend hard surface upgrade as soon as resources permit						
Basketball Goal on Tarmac	Adidas	M	Generally satisfactory but recommend damaged net is removed to reduce potential snagging hazards						
General (area 2)		M	Recommend soil and seed is added at the tarmac edges to reduce potential trip hazards						
			Access by animals is not physically prohibited recommend your routine inspection includes monitoring for & removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)						
									
 www.wicksteed.co.uk				Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028		INDICATION OF RISK RATING ASSESSMENT H/M/H HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L/L VERY LOW & LOW RISK - See Introductory Notes	INSPECTED BY :- C. Newell DATE :- 20.3.2014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	£0.00 £314.00 £314.00 £160.00 £474.00
TOTAL									

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SITE ADDRESS :- Swanscombe Park, Park Road, Swanscombe, DA10 0JG		SHEET 1 of 3
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
1 8m 1 Bay 2 Seat Timber Swing 2 x Cradle Seat on Wet Pour	Playdale 1999	M	Generally satisfactory but recommend recess fixing holes at the new top beam are capped or sealed to prevent potential finger entrapment hazards (ref BS EN 1176-1:2008, clause 4.2.5) Monitor vandalism wear at the cradle seats ( <i>perished or flaking could cause choking if swallowed</i> ) Monitor wear and vandalism damage at the support legs, structural integrity is not affected at present				
2.3m 2 Bay 4 Seat Swing 4 x Flat Seat on Wet Pour	Wicksteed 2000	L	Generally satisfactory but monitor wear at the chains and vandalism damage at the seat edges				
Trim Trail on Grass	Playdale 1999		The individual components are installed as a cluster unit (ref BS EN 1176 -1:2008, clause 4.2.8.3; note 1 and definition 3.19) and consists of the following:-				
Wobble Board		L	Generally satisfactory but monitor the timber condition				
Step Log Cluster (4 x 200mm log)		L	Generally satisfactory but monitor the timber condition				
Double Balance Beam		L	Generally satisfactory but monitor the timber condition				
Parallel Chain Traverse		L	Generally satisfactory but monitor the timber condition				
Inclined Balance Beam		L	Generally satisfactory but monitor the timber condition				
Step Log Cluster (4 x 200mm log)		L	Satisfactory condition				
Cross Chain Traverse		M	Generally satisfactory but recommend worn chain end link is replaced as soon as possible	1	4061-125	Wicksteed Rapid Link <b>Labour cost to replace worn link*</b>	£3.15 £40.00
Log Traverse		M	Generally satisfactory but recommend the worn step logs are replaced within 12 months (4 off 100mm diameter x 300mm long)			Advised Client will source & replace worn step logs	
Step Log Cluster (4 x 200mm log)		M	Satisfactory condition				
Burma Chain Bridge		M	Generally satisfactory but recommend foot chain is shortened to reduce surface contact	2	4061-125	Wicksteed Rapid Link <b>Labour cost to shorten foot chain*</b>	£3.15 £40.00
Step Log Cluster (4 x 200mm log) Clatter-bridge			Satisfactory condition				
Link Non Bump See-Saw on Wet Pour	Wicksteed		Satisfactory condition				
						<b>INDICATION OF RISK RATING ASSESSMENT</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes	
<b>WICKSTEED</b> playscopes				<b>Wicksteed Leisure Ltd</b> Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028		<b>INSPECTED BY :-</b> C. Newell <b>DATE :-</b> 26. 014	
				<b>PARTS SUB TOTAL</b> BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E.&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		<b>£9.45</b> <b>£0.00</b> <b>£9.45</b> See sheet 4	





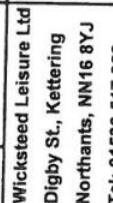
Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SIT. ADDRESS :- Swanscombe Park, Park Road, Swanscombe, DA10 0JG	SHEET 2 of 3			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Horse Spring Mobile on Wet Pour	Ledon		Satisfactory condition						
Hen Spring Mobile on Wet Pour	Ledon	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails foot rest requirements for spring mobiles (ref BS EN 1176-6:2008 clause 4.6), no action recommended at present.						
5.8m Free Standing Slide on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the hand and guardrails (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present.						
		L	Fails Toggle test at chute entrance (BS EN 1176-1:2008, clause 4.2.7.3, no action recommended at present						
		L	Fails Stair criteria (BS EN 1176-1:2008: clause 4.2.9.2), no action recommended at present						
		VL	Monitor minor deformation at the slide chute surface (dents)						
Toddler's Multi-play Unit on Wet Pour	Playdale 1999	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Access net lower fixing creates potential trip and impact hazard (ref BS EN 1176-1: 2008, clause 4.2.8.6), no action recommended at present	1	2193-006	M10 Hexagon Nut	£0.90	£0.90	
		L	Monitor deformation at the tunnel assembly.	1	2215-508	M10 Washer	£0.45	£0.45	
		M	Recommend missing fixings are replaced at the step handrail	1	2611-031	Plastic Dome Cap And Base - Black	£0.90	£0.90	
		L	Monitor minor vandalism at the ramp access panel edge						
		L	Monitor timber condition at the bridge infill slats						
A Frame on Wet Pour	Wicksteed		Satisfactory condition						
B Frame on Wet Pour	Wicksteed		Satisfactory condition						
				<b>INDICATION OF RISK RATING ASSESSMENT</b> H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20.3.2014		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered (E&O.E.)	£2.25 £9.45 £11.70 See sheet 4
<b>Labour cost to fit parts*</b>									



Certified Inspection Report for:		CONTACT :-		ORDER NO :-		SITE ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		317440		Swanscombe Park, Park Road, Swanscombe, DA10 0JG		3 of 4	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
2 x Metal / Timber Park Seat on Grass		M	Generally satisfactory but located close to perimeter fence & might encourage climbing which could result in fall and impact hazards, no remedial action possible with current installation.						
Metal Park Seat on Grass			Satisfactory condition						
2 x Litter Bin on Grass			Satisfactory condition						
Fence			Satisfactory condition						
Single Gate		M	Generally satisfactory but recommend spring tension is adjusted to gently close the gate, in addition, advise spring cover is re-aligned and secured to prevent access to the spring coils	1	2176-151	M8 X 16 Pentagon Button Head Screw	£1.79	£1.79	
Signage			Satisfactory condition						
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)						
General: Wet Pour Surfaces		M	Monitor surface shrinkage at the edges and at joints, further deterioration could result in trip hazards or encourage vandalism						
						PARTS SUB TOTAL		£1.79	
Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028				INSPECTED BY :- C. Newell		BALANCE C / FORWARD		£11.70	
INDICATION OF RISK RATING ASSESSMENT				DATE :- 20.02.2014		PARTS TOTAL EXC. CARRIAGE & VAT.		£13.49	
H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes						ESTIMATE TO FIT PARTS * Based on all works ordered		£160.00	
M MEDIUM RISK - See Introductory Notes						TOTAL COST OF WORKS, EXC VAT		£173.49	
VL/L VERY LOW & LOW RISK - See Introductory Notes									

Will need to look @ gates next year







Certified Inspection Report for:		CONTACT :-		ORDER NO :-		SITE ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		317440		Manor Park St Peters Close, Swanscombe, DA10 0BU		1 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
Honeycomb Whirl on Wet Pour	Wicksteed	M	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- The underside of the platform should be smooth within the first 500mm towards the access (ref BS EN 1176-5:2008, clause 5.2.3), recommend quarter section plates are fitted (platform assembly will need to be removed from spindle to fit new panels and tie bars, this operation may affect the bearings - we have therefore quoted for new bearings but will only fit if required) Recommend loose handrail fixings are secured. Recommend missing platform & cover plate fixings are replaced (Ensure that the regular greasing of the bearings is included within your annual maintenance schedule.) Recommend the painting of this unit is included within your current maintenance schedule (note: ensure surface coatings are free of harmful contents to avoid potential toxic hazards, ref BS EN 1176-1:2008, clause 4.1.1) Recommend soil and seed are added at the surface edge to reduce potential strip hazards	4 8 12 42 22 20 1	3200-204 3071-226 3071-227 2215-507 2176-154 2172-159 6940-054	Quarter Section Tie Bar .710" Af X 55L (Use 3072.226) Tie Bar .710" Af X 65L (Use 3072.227) 8mm Washer M8 X 35 Pentagon Skt Button Head Screw M8 X 25 Socket Button Head Screw Set of Bearings for Roundabouts (Pre 2004) (bearings will only be charged if used) <b>Labour cost to fit parts &amp; secure loose fixings*</b>	£67.00 £7.00 £7.00 £0.45 £1.79 £1.79 £160.00  <b>£480.00</b>	£268.00 £56.00 £84.00 £18.90 £39.38 £35.80 £160.00	
2.2m Double Arch Swing 2 x Flat Seat on Tiles	Wicksteed	L M	Generally satisfactory but monitor the paint condition Recommend soil and seed are added at the surface edge to reduce potential strip hazards	1 1 1	2820-002 2820-004 2820-008	Primer Per Litre Red Gloss Paint Per Litre Yellow Gloss Paint Per Litre <b>Labour cost to paint unit*</b>	£20.00 £20.00 £20.00 <b>£320.00</b>	£20.00 £20.00 £20.00	
Multi-play Unit on Wet Pour	Setter	VL M	Generally satisfactory but monitor wear at the bottom of the access climbing ramp panel Monitor vandalism damage to the tower uprights, recommend rough edges are removed and made safe to reduce splinter hazards Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)						
General: Timber Products									
						<b>INDICATION OF RISK RATING ASSESSMENT</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		<b>INSPECTED BY :-</b> C. Newell <b>DATE :-</b> 20.3.2014	
		PARTS SUB TOTAL						£722.08	
		BALANCE C / FORWARD						£0.00	
		PARTS TOTAL EXC. CARRIAGE & VAT.						£722.08	
		ESTIMATE TO FIT PARTS * Based on all works ordered						See sheet 2	

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SITE ADDRESS :- Manor Park St Peters Close, Swanscombe, DA10 0BU		SHEET 2 of 2
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
Motorbike Spring Mobile on Wet Pour	Wicksteed		Satisfactory condition				TOTAL
Inlaid Paving Circle on Grass	Unknown	VL	Generally satisfactory but monitor the paving condition, uneven or damaged slats could create trip hazards				
2 x Park Seat on Grass		L	Generally satisfactory but recommend regular grounds maintenance to combat erosion and reduce potential slip hazards				
Litter Bin on Grass		L	Generally satisfactory but monitor wear at the timber cladding slats				
Fence			Satisfactory condition				
Single Kissing Gate		M	Generally satisfactory but does not fully close and might not exclude dogs or prevent toddlers leaving the area.				
Signage			Satisfactory condition				
Vehicle Access Gate			Satisfactory condition, locked at time of inspection				
Chain Link Gate			Satisfactory condition, locked at time of inspection				
General		M	Recommend regular grounds maintenance at the grass areas to combat erosion & reduce potential slip and trip hazards, especially at surface edging				
		M	The facility is located within an enclosed area but fencing and gates would not physically prohibit access by dogs, recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)				
							
							
Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk				INSPECTED BY :- C. Newell DATE :- 20/11/14			
INDICATION OF RISK RATING ASSESSMENT HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes				PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT			
				£0.00 £722.08 £722.08 £800.00 £1,522.08			




Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SITL ADDRESS :- Heritage Park Rear of Leisure Centre, Craylands Lane, Swanscombe, DA10 0LP	SHEET 1 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	UNIT PRICE	
Trim Trail on Grass & Safety Grass	Record RSS 2007	L	Consisting of the following items:-  Satisfactory condition Satisfactory condition Generally satisfactory but monitor vandalism at the rubber step sleeves, further deterioration may result in slip hazards. Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Generally satisfactory but monitor timber condition at the plank Satisfactory condition Generally satisfactory but monitor timber condition at the plank Satisfactory condition Satisfactory condition Satisfactory condition	1 1	2820-002 2820-023	£20.00 £20.00 £320.00	
Double Rubber Step Post Inclined Wobble Plank #1 Log Traverse							
Drop Rope Traverse Yukon Log Roll Rubber Step Post Rope Tunnel Rubber Step Post Clatter-bridge Rubber Step Post 4.7m Rope Bridge Double Rubber Step Post Inclined Wobble Plank #2 Rubber Step Post Inclined Wobble Plank #3 Double Rubber Step Post Swinging Plank Rubber Step Post	Record RSS 2007	L	Generally satisfactory but monitor minor wear at the rope strands, further deterioration could expose wire core, creating potential splinter hazards.  Generally satisfactory but recommend this table is painted within 12 months  Satisfactory condition			Primer Per Litre £20.00 Dark Green Gloss Paint Per Litre £20.00 Labour cost to paint table* £320.00	
Climbing Net on Safety Grass							
Picnic Table on Concrete							
Litter Bin on Grass							
			<b>INDICATION OF RISK RATING ASSESSMENT</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell  DATE :- 20.3.2014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered	£40.00 £0.00 £40.00 See sheet 2



Certified Inspection Report for:		CONTACT :-	ORDER NO :-	SITE ADDRESS :-	SHEET			
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk	317440	Heritage Park Rear of Leisure Centre, Craylands Lane, Swanscombe, DA10 0LP	2 of 2			
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Park Seat on Grass			Satisfactory condition					
2 x Single Gate		M	Generally satisfactory but one gate does not fully close and might not exclude animals from the area					
Vehicle Access Gate			Satisfactory condition (locked at time of inspection)					
Fence			Satisfactory condition					
Signage			Satisfactory condition					
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)					
General		L	Recommend regular grounds maintenance at the grass areas to combat erosion & reduce potential slip and trip hazards, especially at entrance points and below the equipment					
		M	The facility is located within an enclosed area but fencing and gates would not physically prohibit access by animals, recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)					
 Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20 <sup>th</sup> 2014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	£0.00 £40.00 £40.00 £320.00 £360.00	



Certified Inspection Report for:		CONTACT :-	ORDER NO :-	SIT. ADDRESS :-	SHEET
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithtowncouncil.gov.uk	317440	Knockhall Park Knockhall Road, Swanscombe, DA9 9HF	1 of 2
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	INSPECTION COMMENTS	QTY.	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	QTY.	PRODUCT CODE	UNIT PRICE
5.8m Free Standing Slide on Wet Pour	Wicksteed	L			
2.8m 2 Bay 3 Seat Swing 2 x Flat & 1 x Cradle Seat on Wet Pour	Hunts	L			
Junior's Multi-play Unit on Wet Pour	Playdale 1999	M	2 3	6130-200 6130-201 Labour cost to cut back & repair surface as detailed*	£122.00 £56.00 £320.00
Tepee Climbing Frame on Wet Pour	Wicksteed	M			
		INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/LJ VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20.3.2014	
		PARTS SUB TOTAL		£412.00	
		BALANCE C / FORWARD		£0.00	
		PARTS TOTAL EXC. CARRIAGE & VAT.		£412.00	
		ESTIMATE TO FIT PARTS * Based on all works ordered		See sheet 2	





NOT THIS YEAR.  
WILL OBSERVE @  
SAXON TO SEE  
IF CAN DO  
OURSELVES

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SITE ADDRESS :- Knockhall Park Knockhall Road, Swanscombe, DA9 9HF		SHEET 2 of 2
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
Toddler's Multi-play Unit on Wet Pour	Playdale 1999	L L	Generally satisfactory but monitor wear at the bridge net assembly Monitor shrinkage at surface edging, especially around previously replaced edging strips, further deterioration could create trip hazard or encourage vandalism				
2 x Park Seat on Concrete & Grass	Unknown	L L	Generally satisfactory but both seats would benefit from painting Recommend regular grounds maintenance to combat erosion and reduce potential slip hazards.				
2 x Litter Bin on Grass	Unknown		Satisfactory condition				
Fence		VL	Generally satisfactory but monitor minor deformation of infill rails, further deterioration may allow access by dogs or could result in damaged infill rails.				
2 x Single Gate		M	Generally satisfactory but recommend loose cover is secured at one gate spring to prevent access to spring coils. <i>A minimum 12mm gap is recommended between gates and posts in both closed and open positions to prevent potential pinch or crush hazards in operation (ref BS EN 1176-1:2008, Clause 7.2.6)</i>				
Signage			Satisfactory condition				
Redundant Tile Surface		M	Generally satisfactory but tiles are wearing and further deterioration could result in trip hazards, consider removing tiles and base and reinstating soil and turf				
General		M	Recommend regular grounds maintenance at the grass areas to combat erosion and reduce potential slip and trip hazards, especially at impact surface edges				
Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk				INSPECTED BY :- C. Newell DATE :- 20 <sup>th</sup> 2014		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	
						£0.00 £412.00 £412.00 £320.00 £732.00	







Certified Inspection Report for:		CONTACT :-		ORDER NO :-		SITE ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 / 07715 388 289 E-mail:		317440		Valley View Play Area Greenhithe Village DA9 9LU		1 of 2 TOTAL	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE		
Discovery Multi-play Unit on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the barriers and slide guardrail (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present. The attachment slide has a fall height exceeding one metre, a cross rail is recommended at the access point, between 600mm - 900mm above the starting section. (ref BS EN 1176-3:2008, clause 4.2), no action recommended at present. Monitor minor deformation at the slide chute surface (dents) Monitor minor impact surface damage, further deterioration could result in trip or impact hazards. Recommend missing column sections, fixings & cap are replaced Recommend missing top cap plugs are replaced	3	2611-019	Advised missing parts are in Client's possession Powerplay Top Cap Plastic Plug	£0.87	£2.61	
Honeycomb Whirl on Wet Pour	Wicksteed	M	Generally satisfactory (Ensure that regular greasing of bearings is included within your annual maintenance schedule.) Surface shrinkage evident at the edges, recommend cut back and replace 11 linear metres x 100mm x 60mm deep	1 2	6130-200 6130-201	Wet Pour Repair Kit - Base Layer Black top layer wet pour repair kit <b>Labour cost to fit plugs &amp; cut back &amp; repair surface as detailed*</b>	£122.00 £56.00 £160.00	£122.00 £112.00	
2.3m Double Arch Swing 2 x Flat Seats on Tiles	Wicksteed	L	Generally satisfactory but monitor minor vandalism damage at one seat, further deterioration may result in exposed metal parts and could create impact hazards. Monitor the gaps at tile joints, recommend gaps between tiles and edging are filled to reduce potential trip hazards (22 linear metres x 25mm x 60mm deep) Recommend soil and seed is added at the surface edging to reduce potential trip hazards <i>It should be noted that the filling of tile gaps should be considered as a short term option, due to tile age and condition, the work undertaken can not be guaranteed and ultimately new surfacing should be considered</i>	1 1	6130-200 6130-201	Wet Pour Repair Kit - Base Layer Black top layer wet pour repair kit <b>Labour cost to fill gaps as detailed*</b> <b>NOT THIS YEAR</b>	£122.00 £56.00 £160.00	£122.00 £56.00	
Segregation Fence	Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028	H/M/H M V/L/L	Satisfactory condition <b>INDICATION OF RISK RATING ASSESSMENT</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes MEDIUM RISK - See Introductory Notes VERY LOW & LOW RISK - See Introductory Notes	INSPECTED BY :- C. Newell DATE :- 20.3.2014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered		£414.61 £0.00 £414.61		See sheet 2



Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 / 07715 388 289 E-mail:		ORDER NO :- 317440	SITE ADDRESS :- Valley View Play Area Greenhithe Village DA9 9LU		SHEET 2 of 2
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
Litter Bin			Satisfactory condition				
Post Mounted			Satisfactory condition				
Fence			Satisfactory condition				
Single Gate			Satisfactory condition				
Vehicle Access Gate			Satisfactory condition (locked at time of inspection)				
Signage			Satisfactory condition				
General			The provision of seating facilities is recommended to encourage parental supervision.				
							
					PARTS SUB TOTAL		£0.00
					BALANCE C / FORWARD		£414.61
					PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)		£414.61
					ESTIMATE TO FIT PARTS * Based on all works ordered		£320.00
					TOTAL COST OF WORKS, EXC VAT		£734.61
			INDICATION OF RISK RATING ASSESSMENT		INSPECTED BY :- C. Newell		
			H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes		DATE :-		
			M MEDIUM RISK - See Introductory Notes		20.2.14		
			V/LJ VERY LOW & LOW RISK - See Introductory Notes				
 Wicksteed Leisure Ltd 1gby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 www.wicksteed.co.uk							



Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 317440	SITL ADDRESS :- Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL	SHEET 1 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
Zigzag Tower & Slide on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Falls Head & Torso probe test at the barriers and slide guardrail (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present. The attachment slide has a fall height exceeding one metre, a cross rail is recommended at the access point, between 600mm - 900mm above the starting section. (ref BS EN 1176-3:2008, clause 4.2), no action recommended at present. Monitor the paint condition Monitor minor deformation at the slide chute surface (dents)				
1.8m 1 Bay 2 Seat Swing 2 x Flat Seat on Wet Pour	Levercrest	M	Generally satisfactory but monitor wear at the shackles and swing support bearing bushes, further deterioration could result in failure under load, manufacturer is no longer trading and Wicksteed are unable to supply replacement parts Recommend surface damage / shrinkage splits are cut back and repaired to prevent potential trip hazards (cut back & repair 14 linear Metres x 100mm x 40mm deep)	1 2	6130-200 6130-201	Wet Pour Repair Kit - Base Layer Black top layer wet pour repair kit	£122.00 £56.00
Trim Trail on Grass	Setter 2010	M	The individual components are installed as a cluster unit (ref BS EN 1176 -1:2008, clause 4.2.8.3; note 1 and definition 3.19) and consists of the following:-  Satisfactory condition Satisfactory condition Satisfactory condition Generally satisfactory but monitor vandalism damage to one post, recommend rough edges are removed and made safe Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition			<i>Labour cost to cut back &amp; repair surface as detailed*</i>	£240.00
Inclined Balance Beam Cross Rope Traverse Double Step Post Swinging Plank							
Double Step Post Balance Beam Step Post Burma Rope Bridge Step Post							
Parallel Rope Traverse							
				<b>INDICATION OF RISK RATING ASSESSMENT</b> H/AMH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L VERY LOW & LOW RISK - See Introductory Notes		<b>INSPECTED BY :-</b> C. Newell <b>DATE :-</b> 20.3.2014	
				<b>PARTS SUB TOTAL</b> BALANCE C / FORWARD <b>PARTS TOTAL EXC. CARRIAGE &amp; VAT.</b> (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered		<b>£234.00</b> <b>£0.00</b> <b>£234.00</b> See sheet 3	

Certified Inspection Report for:		CONTACT :-	ORDER NO :-	SITE ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk	317440	Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL		2 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE
Mushroom on Grass	Unknown	VL	Generally satisfactory but three blue insert discs have been removed				
Park Seat on Tarmac		M	Generally satisfactory but monitor the mesh condition, the seat would benefit from painting				
Litter Bin Post Mounted			Satisfactory condition				
Fence			Satisfactory condition				
3 x Single Gate		M	Generally satisfactory but recommend tarmac repair at one entrance to reduce potential trip hazards.				
		M	Self closing devices are missing or ineffective and gates might not exclude dogs or prevent unescorted toddler egress from the area, recommend closing devices are repaired or replaced.				
Double Gate		M	Generally satisfactory, one gate secured to prevent dog and vehicle access but lamp post restricts opening at the pedestrian gate to 790mm, this may prevent access by wheelchairs and pushchairs and could result in collision hazards, in addition, the closing spring tension requires adjustment to close gate.				
Signage			Satisfactory condition				
General: Timber Products			Monitor timber condition, climatic conditions are likely to affect the timber appearance (air splits etc), these would not normally affect structural integrity but loose material should be removed or made safe to reduce potential splinter or abrasion hazards (do not fill splits as this can lead to further damage during the natural expansion and contraction process)				
 Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LO. RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 2L .014	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. ESTIMATE TO FIT PARTS * Based on all works ordered	£0.00 £234.00 £234.00 See sheet 3
TOTAL							



Certified Inspection Report for:		CONTACT :-		ORDER NO :-		SIT / DRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		317440		Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL		3 of 3	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL	
General		M	The facility is located within an enclosed area but fencing and gates would not physically prohibit access by dogs, recommend routine inspections include monitoring for and removal of animal faeces. (Litter (animal droppings) order 1991 of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free of animal faeces)						
 			INDICATION OF RISK RATING ASSESSMENT H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes V/L/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- C. Newell DATE :- 20.3.2014		PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT		£0.00 £234.00 £234.00 £240.00 £474.00

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## A G E N D A

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 4 April 2013 (*Town Council 24 April 2013*).

6. **SENIOR GROUNDSMAN/GARDENER'S REPORT.**

Please see the attached report.

**Recommended:** To discuss and advise accordingly.

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

7.1 **ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.**

Please find attached the results of the Annual Playground Safety Inspection. The Town Clerk has gone through the report with the Senior Groundsman/Gardener and added comments where appropriate.

To help reduce the costs of some of the issues raised the Senior Groundsman/Gardener has agreed to arrange for a lot of the labour / manual element of the works to be undertaken "in-house". Items that are unable to be completed this way will need to be carried out by the contractor, the cost of which is a budgeted expense; a full breakdown of this has been included with the report.

\* *It should be noted that the contents of the annual inspection report have significantly decreased over recent years and that this is due to the investment the council have made in this area and also the amount of remedial work undertaken by the council's parks department.*

**Recommended:**

- 1 To note the Annual Playground Safety Inspection Report and approve the actions/items, as indicated in the report (yellow) to be carried out.
- 2 To include the items as indicated in the report (pink) in the budget process for 2014 – 2015 = Manor Park £1,082.66.

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew 01322 385 513 E-mail: graham.blew@swanscombeandgreenhithe.towncouncil.gov.uk		ORDER NO :- 312156	SITE ADDRESS :- Saxon Court Play Area Hasted Close, Greenhithe, DA9 9JL		SHEET 1 of 2	
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Zigzag Tower & Slide on Wet Pour	Wicksteed	L	Generally satisfactory but fails BS EN 1176 design criteria at the following areas:- Fails Head & Torso probe test at the barriers and slide guardrail (ref BS EN 1176-1:2008, clause 4.2.7.2), no action recommended at present. The attachment slide has a fall height exceeding one metre, a cross rail is recommended at the access point, between 600mm - 900mm above the starting section. (ref BS EN 1176-3:2008, clause 4.2), no action recommended at present. Monitor minor deformation at the slide chute surface ( <i>dents</i> )	2	6130-201	Black top layer wet pour repair kit <i>Labour cost to cut off below surface level &amp; dispose of swing &amp; make good wet pour where disturbed*</i>	£50.00 £240.00	£100.00
1.8m 1 Bay 2 Seat Swing 2 x Flat Seat on Wet Pour	Levercrest	MH	Chains, shackles and bushes are worn, further deterioration may result in failure under load, manufacturer is no longer trading and replacement parts are not available, recommend this unit is removed from service as soon as possible	1	6130-200	Black base layer wet pour repair kit	£105.00	£105.00
Trim Trail on Grass	Setter 2010	M	Recommend surface damage / shrinkage splits are cut back and repaired to prevent potential trip hazards ( <i>cut back &amp; repair 14 linear Metres x 100mm x 40mm deep</i> )  The individual components are installed as a cluster unit (ref BS EN 1176-1:2008, clause 4.2.8.3; note 1 and definition 3.19) and consists of the following:-  Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition Satisfactory condition	2	6130-201	Black top layer wet pour repair kit <i>Labour cost to cut back &amp; repair surface as detailed*</i>	£50.00 £240.00	£100.00
Inclined Balance Beam Cross Rope Traverse Double Step Post Swinging Plank Double Step Post Balance Beam Step Post Burma Rope Bridge Step Post Parallel Rope Traverse								
 Wicksteed Leisure Ltd Digby St, Kettering Northants, NN16 8YJ Tel: 01636 517 028				INSPECTED BY :- C. Newell		PARTS SUB TOTAL		£305.00
				DATE :- 20.3.2013		BALANCE C / FORWARD		£0.00
						PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)		£305.00
						ESTIMATE TO FIT PARTS * Based on all works ordered		See sheet 2

**From:** warebigp@ [mailto:warebigp@]  
**Sent:** 20 March 2014 18:38  
**To:** clerk@swanscombeandgreenhithetc.kentparishes.gov.uk  
**Subject:** Ball Games Pentstemon Drive

**Message sent on:** 20/03/2014  
Mr Blew,

I have written firstly to Dartford council who have put me in touch with Kent County Council where my current enquiry is being dealt with (and is detailed below).

I have chased today because there seems to be no progression thus far albeit any status that provides any insight into where this is all going. I understand that Swanscombe and Greenhithe is a Kent Parish Council and wondered if you could offer insight into ownership of this land or indeed its upkeep - I do see parish council vehicles driving through the area in question emptying bins, repairing/picking trees damaged etc so assume you at least are responsible for upkeep but unclear as to whether you would be the people to decide on planting more trees etc.

I would also like to take this opportunity to say that I am really impressed with the speed that the council deals with issues... we had a spate of youths removing parts of the fencing and these were very quickly replaced etc and rubbish is picked up quickly in the park (I must admit I do my bit and pick up anything I see that people couldn't stretch their arms out to put into the bin and find the floor easier! - I trust you will pass my positive comments on back to the appropriate teams.

To whom it may concern,

I am writing to you regarding the piece of parkland that resides immediately opposite to my property (35 Pentstemon Drive) and 2 other properties.

We have lived at this address now for around 2 1/2 years and during that time have seen an increase in the number of instances of ball games taking place in the area (usually football) amongst where some small trees have been planted. I suspect that this is mainly due to the fact that the positioning of these trees creates a natural set of 'goal posts' at either end with the closest being within a metre of the fence adjacent to the road directly opposite the properties in question.

Due to the close proximity and the type of fencing (that has gaps large enough to enable a ball to pass through), we are often having footballs hitting vehicles, our front and garage doors as well as ending up in our plants etc let alone from a safety aspect we have children running across the road to retrieve them on what can have some fast moving vehicles irrespective of the small speed bumps.

I have asked the children to 'keep the ball down' or 'kick it the other way' which they sometimes do by setting up goal posts running outside of the trees but then that quickly reverts back.

In addition I will also add that we had an incident where a proper cricket ball was being knocked around that ended up in my front garden too but thankfully didn't hit anything.

As I see it there are 3 options to reducing or eradicating the issue;

1. The area within the trees is made a "no ball games" zone (the trees would mark the natural boundary)
2. Additional trees are planted to make it impossible to play football or other ball games in that area (I think to naturally enforce 1 will require implementing 2 as well, otherwise what is the process if someone decides to ignore the sign?)
3. The fencing is improved to stop the likelihood of balls being able to leave the park so readily (however that could result in an eyesore and will not stop those that are hit hard and high)

I have nothing against children playing in the park and indeed understand that some parents living around this area would rather have their kids playing somewhere where they can "see them" (which they would still be able to do outside of the tree area of course), however having to have this day in and day out is not acceptable and is becoming more than frustrating and there needs to be respect given to our property.

Peter [redacted]  
warebigp@ [redacted]

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# AGENDA ITEM 7.3

RLA 10/4/14

From: Joe Handley  
Sent: 24 March 2014 15:33:07  
To: Graham Blew  
Subject: Skate Park:

Dear Sir/Madam,

I am emailing to request information regarding how I would go about building a community skate park. I'm under 18 (I'm 14) and don't belong to any community organisations. I was thinking of possibly creating one.

I have not had a thorough look around yet, but I believe that a small section of Knockhall Park's field would be an amazing spot to build one. If it turns out to be possible, I plan to apply for a National Lottery Grant. The whole aim of the skate park is to help install a sense of community, increase peer-to-peer relationships (whatever the age) and boost confidence. It would be much different than a usual skatepark, as the community-build sense will be strongly recognised and publicised. I am hoping for it to be fenced off, but open to the public from 4-8 PM (Roughly) on weekdays (and a lot longer on weekends) to prevent it from just becoming another trashed up loitering spot. It will be run on volunteers who help clean and maintain it, as well as possible help from local shops such as B&Q to source required materials.

I'm not asking for any form of permission or anything like that, Just advice on where to go and who to approach. Also, whether Knockhall Park is even a possible location.

Many Thanks,

Joe Handley



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Graham Blew

**From:** Sara Stapleton  
**Sent:** 13 March 2014 09:16  
**To:** 'dawn.cygnets@aol.co.uk'  
**Subject:** FW: sandpit and canopy

RLA 10/4/14

Dear Dawn

Further to your request below, I will put this to the Council for consideration at the next appropriate meeting, which will be the Recreation, Leisure and Amenities Committee on 3 April 2014. I would be grateful if you could provide me with as much detail as possible regarding the sandpit. Who is installing it, how deep is it intended to be, what is it made out of, etc, etc, etc.

With regard to the canopy, I do not think it is possible to leave it out in light rain, but I will check our details on it and advise accordingly.

*Kind regards*

Sara

Swanscombe & Greenhithe Town Council  
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Swanscombe  
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Town Clerk: [graham.blew@swanscombeandgreenhithe town council.gov.uk](mailto:graham.blew@swanscombeandgreenhithe town council.gov.uk)  
Administration Team: [info@swanscombeandgreenhithe town council.gov.uk](mailto:info@swanscombeandgreenhithe town council.gov.uk)  
Website: [www.swanscombeandgreenhithe town council.gov.uk](http://www.swanscombeandgreenhithe town council.gov.uk)

**From:** DAWN CYGNETS [<mailto:dawn.cygnets@aol.co.uk>]  
**Sent:** 12 March 2014 09:09  
**To:** Graham Blew  
**Subject:** sandpit and canopy

Dear Graham,

We would like to request permission for a built in sandpit in the outdoor area. It would be about 6'x5' with a lockable lid and be at surface level.

Also we would like to know if the canopy can stay out in light rain.

We look forward to hearing from you.  
DAWN CYGNETS  
[dawn.cygnets@aim.com](mailto:dawn.cygnets@aim.com)

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Graham Blew

**From:** Wayne Pedrick <Wayne.Pedrick@GCLL.co.uk>  
**Sent:** 25 March 2014 13:59  
**To:** Graham Blew  
**Subject:** FW: Swanscombe Opening Times

Dear Graham

Following on from our recent telephone conversation. Since The Swanscombe Centre reopened in October last year there has been a 50% increase in memberships at the site. GCLL operate a Customer Charter and the customers have requested that the building, specifically the gym is opened earlier on a Tuesday and Thursday at 7am to bring it in line with the opening times of the other days as well as keeping the building open later on a Sunday to 9pm.

We support these comments and these proposed opening times bring the centre to the same opening times as Cascades and Cygnet. GCLL request that you allow for these opening times to be amended, so to meet the demands of the public and the centre users.

Regards

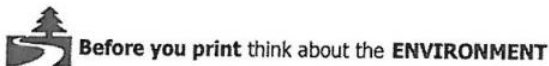
Wayne Pedrick  
**Head of Facility Management**

01474 337486

[wayne.pedrick@gcll.co.uk](mailto:wayne.pedrick@gcll.co.uk)

Gravesham Community Leisure Limited  
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DA12 4LG

Registered in England No 28949R



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**HERITAGE COMMUNITY HALL – RADIATORS / FLOOR.**

Unfortunately we have experienced problems with the radiators in the Heritage Community which have had a negative impact on the council.

- Monday 17 February - the caretaker reported 1 radiator in the "Committee Room" at the hall. This was attended by our contractor who capped and removed it.
- Saturday 8 March – 1 radiator in the hall burst, this was attended by an emergency plumber and capped and removed.
- Friday 14 March – 2 radiators burst and were removed by our contractor.
- Saturday 29 March - 1 radiator burst and was attended to by a emergency plumber.
- Monday 31 March – 2 radiators burst – the caretaker has now turned off the heating system.

This means that 7 of the 9 large radiators have all burst. The radiators have been in the hall since before 2004.

Obviously these incidents have resulted in large amounts of water being spilt onto the floor which has become damaged and in need of repair/replacement.

An insurance claim has been instigated and at the time of printing we are awaiting a loss adjustor to arrange to view the hall.

We have made arrangements, where possible, to offer bookings alternative venues.

**Recommended:**

To note.

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