

Parks Report: RLA 24 September 2015

The Summer Entertainment put on during the school summer holidays has been extremely popular and well received again this year, despite one or two events having to be moved inside the Leisure Centre due to wet weather.

- Swanscombe Park:

As previously agreed, Istead Rise Bowls Club have had artificial grass fitted to the wooden boards surrounding the Bowls Green.

The bowls season finishes at the end of the month and the Bowls Green has held up remarkably well. Reparations to the Green will take place during October.

A pair of tennis posts had to be replaced during the summer.

We had to temporarily close the Tennis Courts due to misuse and vandalism but have had no problems since reopening them.

Shrub pruning will take place in the next few weeks.

- Manor Park:

The nuisance and vandalism problems in the park have lessened over the summer.

Tree and shrub pruning is due to be undertaken by the Parks Dept during the autumn.

- Broomfield:

The cricket has finished for the season and the teams have been pleased with the condition of the wickets and pitches. The cricket square has stood up remarkably well considering the very high number of matches played this year (25). Autumn renovations will begin soon.

The football pitches have been prepared and the season is now underway.

Weed killing and fertilizing of the outfield has been completed by a contractor.

Unfortunately it was necessary to replace the new permanent goal to due to vandalism (insurance claim) and it is hoped to have this in place in the near future.

An area of the perimeter fence at the top of the field has been damaged by a vehicle and is currently the subject of an insurance claim (awaiting quotations for repairs).

- Knockhall:

Weed killing and fertilizing has been completed by a contractor.

Preparations for the football season have been completed and the season is now underway.

- Heritage Park:

During the first two weeks of September, a group of geologists, led by the British Museum, have been cutting sections in the deposits around the 'skull site to enable them to host a field visit for a small group from the Geologists' Association on 6 September and a larger field visit by two groups from the

European Society for Human Evolution the 13 September which was attended by more than 100 people.

Unfortunately during the dry summer period the Fire Service have attended a number of fires; this was a problem experienced throughout Dartford and Gravesham..

- **Valley View:**

The latch on the wooden gate is damaged and is due to be replaced. Autumn pruning is due to take place.

- **Saxon Court:**

The wooden fence, adjacent to Alkerden Lane, has been repaired. Tree and shrub pruning will be undertaken during the autumn.

- **Staff:**

Due to a member of staff leaving in July we are currently operating understaffed. To help make up the shortfall the Park Keeper has been working extra hours and we have had a temporary worker for one or two days per week to assist with strimming and hedge cutting. Adverts seeking applicants for the vacant post have been displayed on the notice boards throughout the Town.

- **Equipment:**

As previously discussed a new rotary roller mower and ideally 2 cricket mowers are required – this item is considered later on the agenda.

Quote A	To excavate area to a depth of 150mm and remove spoil from site, supply and lay type 1 road stone with PCC edging to grass side, compact area to 40mm down to lay 40mm top of SUDS BOND rubber surface.	5 year product guarantee (fair wear and tear). 1 year workmanship/groundwork guarantee)	£8,136.00
Quote B	Heras off working area. Break out existing concrete areas surrounding the play area. Remove bench and store off site. Install timber peg and board edging to lawn side, supply and lay new sub base of compacted stone and leave ready to receive either tarmac or concrete. Cart away all waste and leave clean and tidy.	5 year guarantee	£5,980.00 (Concrete) £5,625.00 (Tarmac)
Quote C	Remove and replace base and topping tarmac – 76m2 plus replace wet pour edges with 72 linear metres of block pavers. Temporary security fencing.	No guarantee due to nature of the site and the tree roots.	£7,326.67
Quote D	Heras fencing. Disc cut to form new edge. Break out approx. 50m2 of concrete and tarmac. Install stone base 100mm deep. Install Flexipave 40mm deep.	5 year guarantee	£9,455.00
Quote E	Heras fencing. To provide welfare facilities, to remove existing surfacing and poor concrete haunching. To install sub base where required. To install Rubber Crumb to 10m2 100mm deep. To resurface tarmac to 100mm deep 54m2. To install new concreted edgings. To create and install new access area at main gate (5m2). To break out degraded and non-required tarmac and return to grass.	3 year guarantee, does not include joints to other existing surfaces, vandalism or tree root damage.	£10,375.00

This page is intentionally left blank.

Certified Inspection Report for: Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		CONTACT :- Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		ORDER NO :- 322149	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
Single Gate		M	Generally satisfactory but recommend spring tension is adjusted to gently close the gate				
Signage		M	Recommend regular grounds maintenance at the paving edge to combat erosion and reduce potential slip and trip hazards.				
General (area 1)		M	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				
		L	Recommend the damaged back panel insert is removed or replaced				
		M	Recommend soil and seed is added at the tarmac edges to reduce potential trip hazards				
General (area 2)			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)				
INDICATION OF RISK RATING ASSESSMENT				INSPECTED BY :-		PARTS SUB TOTAL	
HIGH & MEDIUM HIGH RISK - See Introductory Notes				[REDACTED]		BALANCE C / FORWARD	
MEDIUM RISK - See Introductory Notes				DATE :-		PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)	
VERY LOW & LOW RISK - See Introductory Notes				16.3.2015		ESTIMATE TO FIT PARTS * Based on all works ordered	
						TOTAL COST OF WORKS, EXC VAT	



Certified Inspection Report for:		CONTACT :-		ORDER NO :-		SITE ADDRESS :-		SHEET	
Swanscombe & Greenhithe Town Council Council Offices, The Grove Swanscombe Kent DA10 0GA		Graham Blew / Dan (Head Groundsman) Tel: 01322 385 513 / 07736 255 774 E-mail: graham.blew@swanscombeandgreenhithe town council.gov.uk		322149		Broomfield Road Off The Grove, Broomfield Rd/Orchard Rd Swanscombe, DA10 0GA		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	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 (dents)	2	4061-113	10' chains to suit flat seat			
2.8m 2 Bay 4 Seat Swing 2 x Flat & 2 x Cradle Seat on Wet Pour	Wicksteed	L	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, recommend the flat seat chains are replaced within 12 months	4	4064-007	Small Shackles, Bolt & Pin			
		M		4	2511-010	Ct10 Oilite Bush			
		MH	Monitor vandalism damage to the flat seats & wear & deformation to the cradle seats (perished or flaking rubber could cause choking if swallowed), recommend one flat & 1 cradle seat are replaced as soon as possible	1	5901-002	Flat Rubber Safety Seat			
		M	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)	1	5901-048	Single Tier Rubber Cradle Seat (2007)			
Park Seat on Tarmac		M		1	2820-002	Primer Per Litre			
2 x Litter Bin on Grass				1	2820-004	Red Gloss Paint Per Litre			
Fence				1	2820-041	Light Blue Gloss Paint Per Litre			
							Labour cost to paint swing frame & fit parts*		
INDICATION OF RISK RATING ASSESSMENT				INSPECTED BY :-		PARTS SUB TOTAL			
H/MH	HIGH & MEDIUM HIGH RISK - See Introductory Notes					BALANCE C / FORWARD			
M	MEDIUM RISK - Introductory Notes			DATE :-		PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.)			
VL/L	VERY LOW & LOW RISK - See Introductory Notes			10.3.2015		ESTIMATE TO FIT PARTS * Based on all works ordered			





Playground - Park - 01 01 13





AGENDA ITEM 7.2

RA 24/9/15.

TOTAL		3 months inc yellow and orange	6 months	12 months	0 months	Cost of green (we can do)
Site	Cost					
Broomfield	3766.50	1999.50	1410.50	31.00	325.50	
Leisure Centre	2092.50	1317.50	186.00		310.00	279.00
Knockhall	4014.50	2635.00	1302.00		77.50	
Manor Park	2185.50	2030.50	93.00		62.00	
Saxon Court	124.00		108.50			15.50
Swanscombe	1012.46	170.50	252.96	449.50	124.00	15.50
Valley View	325.50				294.50	31.00
	Total	8153.00	3352.96	480.50	1193.50	341.00
		13520.96				

This page is intentionally left blank.

Broomfield

Tree Number	Common Name	Priority (months)	Cost
1	Poplar	6	186.00
2	Lombardy Poplar	6	93.00
3	Poplar	0	62.00
4	Poplar	6	62.00
5	Lombardy Poplar	3	232.50
6	Poplar	6	93.00
9	Poplar	0	15.50
11	Poplar	6	46.50
12	Poplar	6	46.50
13	Poplar	6	46.50
14	Poplar	6	31.00
15	Poplar	6	46.50
17	Whitebeam	6	31.00
19	Norway Maple	6	31.00
20	Cockspur Thorn	0	31.00
23	Common Lime	3	62.00
25	London Plane	3	62.00
27	Common Lime	3	15.50
28	Common Lime	3	62.00
29	Sugar Maple	3	372.00
30	Sugar Maple	3	372.00
38	Poplar	3	62.00
40	Pissards Plum	3	186.00
41	Myrobalan Plum	6	496.00
42	Lombardy Poplar	6	62.00
47	Sugar Maple	3	15.50
86	Wild Cherry	6	15.50
101	Leyland Cypress	0	186.00
105	Pissards Plum	12	31.00
107	Sugar Maple	0	31.00
112	Crack Willow	0	372.00
116	Ashleaf Maple	6	124.00
118	Woodland Group	0	186.00

* trees 85-98 not included, on survey none have a priority but will incur additional cost.

Leisure Centre

Tree Number	Common Name	Priority (months)	Cost
1	Common Ash	3	15.50
2	Prunus Kanzan	6	15.50
3	Prunus Kanzan	6	31.00
4	Prunus Kanzan	6	15.50
7	Whitebeam	6	31.00
9	Common Alder	3	15.50
10	Common Alder	6	31.00
12	Prunus Kanzan	6	15.50
15	Common Alder	3	15.50
16	Whitebeam	12	124.00
17	Whitebeam	12	31.00
22	Common Hornbeam	0	31.00
23	Prunus Kazban	3	31.00
24	Hornbeam	0	31.00
24	Hornbeam	0	31.00
26	Robinia	3	46.50
27	Alder	3	31.00
28	Robinia	3	93.00
29	Robinia	3	186.00
33	Beech and Hornbeam	6	15.50
34	Hawthorn Beech Hedgerow	6	93.00
36	Sorbus	3	124.00
38	Robinia	3	186.00
39	Hornbeam and Beech Hedgerow	0	62.00
40	Lime	6	31.00
41	Hedgerow	0	248.00
42	No details	0	15.50
43	Oak	0	31.00
45	Poplar	3	310.00
46	Hornbeam	0	31.00
47	Hornbeam	0	31.00
48	Hornbeam	0	31.00
49	Hornbeam	0	31.00
50	Hornbeam	0	31.00

Knockhall

Tree Number	Common Name	Priority (months)	Cost
4	Sycamore	0	15.50
5	Poplar	0	31.00
6	Poplar	0	31.00
9	Poplar	3	217.00
10	Poplar	6	186.00
11	Poplar	6	186.00
12	Poplar	6	186.00
14	Poplar	6	186.00
16	Poplar	6	186.00
17	Poplar	6	186.00
18	Poplar	3	186.00
20	Poplar	6	1240.00
21	Poplar	6	186.00
25	Poplar	3	93.00
33	Leylandi	3	155.00
	Leylandi Group	0	744.00

Manor Park and Church

Tree Number	Common Name	Priority (months)	
1	Yew	6	744.00
2	Box Elder	6	31.00
3	Sycamore	3	186.00
4	Robinia	3	124.00
5	Robinia	3	62.00
7	Robinia	3	124.00
8	Robinia	3	46.50
9	Hawthorn	3	186.00
11	Sycamore	6	62.00
21	Horse Chestnut	3	155.00
22	Horse Chestnut	3	93.00
23	Horse Chestnut	3	62.00
25	Purple Maple	3	62.00
26	Norway Maple	3	108.50
27	Common Lime	6	31.00
29	Horse Chestnut	0	62.00
30	Cherry	3	46.50

Saxon Court

Tree Number	Common Name	Priority (months)	Cost
2	Cherry	6	46.50
5	Hornbeam	6	62.00
Roadside		0	15.50

Swanscombe

Tree Number	Common Name	Priority (months)	Cost
6	Cherry	6	31.00
11	Cherry	3	93.00
13	Cryptomeria	0	124.00
17		3	15.50
19	Cherry	3	15.50
21	Cherry	6	77.50
22	Common Lime	6	46.50
23	Common Lime	6	20.46
30	Poplar	6	62.00
33	Common Lime	6	15.50
34	Common Ash	3	31.00
37	Common Beech	3	15.50
38	London Plane	12	46.50
39	London Plane	12	46.50
41	London Plane	12	46.50
42	London Plane	12	46.50
44	London Plane	12	46.50
45	London Plane	12	46.50
46	London Plane	12	46.50
48	London Plane	12	62.00
56	Ash	12	46.50
60	Himalayan Birch	12	15.50
73	Silver Birch	12	15.50

Valley View

Tree Number	Common Name	Priority (months)	Cost
1	Hedgerow Hawthorn	0	62.00
2	Sycamore	0	46.50
6	Common Ash	0	124.00
7	Sycamore	0	62.00
8	Vegetation overhang	0	31.00

This page is intentionally left blank.

RLA – 24 SEPTEMBER 2015.

COMMUNITY HALLS – CONDITIONS OF HIRE.

Members are asked to consider the following amendments:-

3e

Moving the latest time an event can finish. In the past it has been 11pm, this entailed half an hour to clear up and the hall being vacated by 11.30pm.

- Since July the Town Clerk has changed this to finish at 9.30pm and vacating by 10pm. One of the reasons for this was because we have regular bookings on Saturday and Sunday mornings that begin at 9am and it was not felt to be reasonable for a caretaker to be closing and cleaning a hall until after mid-night and then having to be back at the hall to open for 9am the next morning.

Members are also asked to approve the addition of "The earliest a booking can begin is 9am."

4d

Members are asked to consider the level of returnable cash deposit which is currently £100. The Town Councils level (insurance) of excess for malicious damage is £250.00 and accidental damage is £100.

6k

Members are asked to consider deleting the paragraph regarding Bouncy Castles as the halls do not lend themselves to this use and also to reduce the possibility of damage especially given that the two most popular halls are used daily by pre-schools.

Recommended: To discuss and advise accordingly.

This page is intentionally left blank.

AGENDA ITEM 7.8

RLA 24/9/15

From: [REDACTED]
Sent: Tuesday, July 14, 2015 7:01 AM
To: info@swanscombeandgreenhithetowncouncil.gov.uk
Subject: Report/Quotation

Dear Graham

With reference to our conversation on site please note the following:

Double door set into the children's pre-school were scheduled to have one of the operators changed, this is due to the existing operator control board being damaged. This particular operator is no longer made and spare parts are no longer available within or out of the UK.

A more reliable operator was quoted for exchange but this was found not compatible with the one remaining Ditec operator. Safety regulations have now come into place regarding all installations, operators now have to monitor all safety devices to ensure they are working. On the original installation by others this was not in place.

We can supply replacement for both doors but this will incur a cost for operators and monitored safeties. Cost breakdown for this, supplied and fitted will be as follows:

1. 2 no. operators - £2300
2. 4 no. safeties - £608
3. Labour 2 men - £450.

Total £3358.00 ex vat (**three thousand three hundred & fifty eight pounds ex vat**).

To save on cost automation could be removed completely and manual spring closers fitted, mag lock can stay in place as these are supplied through the access control, it was noted that these doors do not take advantage of the existing door automation as they are held open while children enter and leave.

Cost breakdown for manual closer, supplied and fitted:

1. 2 no. heavy duty spring closer - £458
2. Labour - £300

Total £858.00 ex vat (**eight hundred and fifty eight pounds ex vat**).

Main Entrance

With reference to our conversation, we are unable to supply a direct replacement for one door leaf, but we can offer a repair. This would mean removing the door from site first thing in the morning, bringing it back to our workshop then recharging the door late in the afternoon.

Cost breakdown for repair:

1. Parts, labour, transport - £484.00 ex vat (**four hundred and eighty four pounds ex vat**).

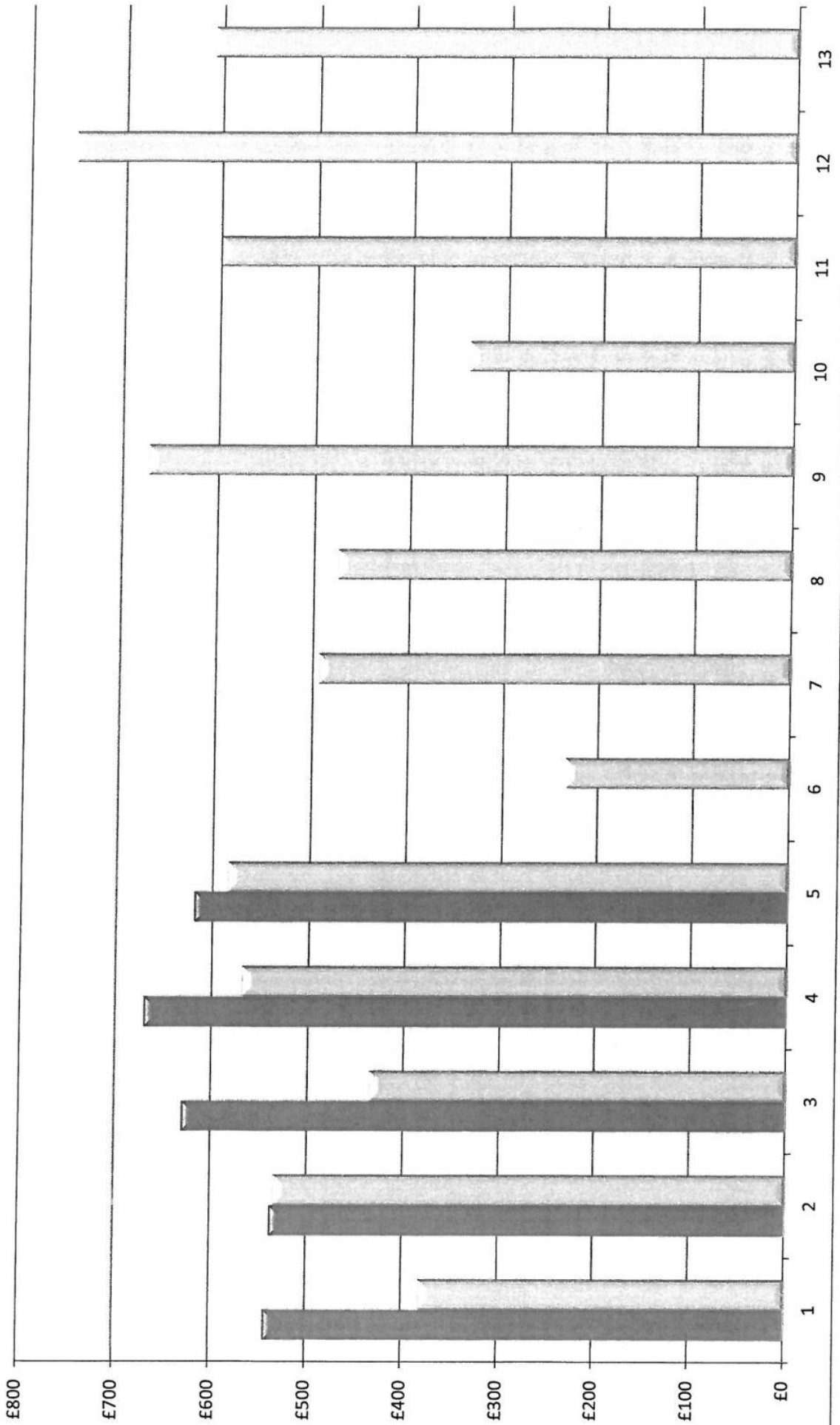
I hope the above meets to your requirements.

Kind Regards

This page is intentionally left blank.

Actual and Budget Income 2015 - 16

Actual 2014/15



Monthly Taking Comparisons - 2010-11 -2011-12 - 2012-13 - 2013-14 - 2014-15 - 2015-16

	Takings 2010/11	Takings 2011/12	Takings 2012/13	Takings 2013/14	Takings 2014/15	Takings 2015/16	Difference to 2014/15	Difference to 2013/14	Difference to 2012/13	Difference to 2011/12	Difference to 2010/11
Wk 1 - 4	926.49	682.63	566.25	513.45	383.00	543.63	160.63	-130.45	-183.25	-299.63	-543.49
Wk 5 - 8	908.40	781.54	657.33	567.13	534.42	538.42	4.00	-32.71	-122.91	-247.12	-373.98
Wk 9 - 12	692.17	830.08	449.79	526.21	435.54	630.54	195.00	-90.67	-14.25	-394.54	-256.63
Wk 13 - 16	827.17	1032.98	625.88	691.17	568.75	670.79	102.04	-122.42	-57.13	-464.23	-258.42
Wk 17 - 20	805.53	544.29	485.25	377.50	584.46	619.67	35.21	206.96	99.21	40.17	-221.07
Wk 21 - 24	412.94	564.88	582.83	438.92	235.42			-203.50	-347.41	-329.46	-177.52
Wk 25 - 28	1002.80	715.50	742.00	654.83	493.63			-161.20	-248.37	-221.87	-509.17
Wk 29 - 32	926.56	671.25	636.00	445.17	474.92			29.75	-161.08	-196.33	-451.64
Wk 33 - 36	854.84	741.26	460.83	450.92	672.63			221.71	211.80	-68.63	-182.21
Wk 37 - 40	448.17	474.13	374.50	252.71	341.13			88.42	-33.37	-133.00	-107.04
Wk 40 - 44	1024.89	778.82	623.92	562.88	599.67			36.79	-24.25	-179.15	-425.22
Wk 45 - 48	893.25	894.17	463.42	474.21	752.04			277.83	288.62	-142.13	-141.21
Wk 49 - 52	1132.88	811.92	465.91	628.29	608.42			-19.87	142.51	-203.50	-524.46
Whole Year	10856.09	9523.45	7133.91	6583.39	6684.03	3003.05	496.88	100.64	-449.88	-2839.42	-4172.06
		-13.99%	-33.50%	-8.36%	1.51%						

AGENDA ITEM 7.10
RLA 24/8/15



Councillor Jeremy Kite, MBE
Leader of the Council
Conservative Member for Longfield, New Barn and Southfleet Ward

1st July 2015

Councillor Peter Harman
Chairman
Swanscombe and Greenhithe Town Council

**DBC PARISH & TOWN COUNCIL CAPACITY BUILDING FUND (CBF) PANEL:
25 June 2015 - AWARDS**


The Panel comprising Borough, Parish and Town Members met on the above date to consider the applications received for funding in the 2015-16 cycle and make recommendations.

I am delighted to say that your applications have been approved by the Panel with the recommendation that your bid for support funding of £8,500 be met in full. The Council's Finance Department will be remitting the funding by BACS payment in the usual manner, as soon as possible.

The Panel received a number of applications which, whilst not directly building capacity, would free Town/Parish revenues to meet other needs, if met from Fund monies. The Panel therefore took the view that all applications received would be considered and noted in particular that the Town Council was match-funding your bid proposal for CBF monies.

by email from DBC
27-8-15.

I hope the restoration works proposed for the wall at St. Peter and St. Paul's church is a success, and further enhance this significant community heritage site.

Rob King


Councillor Jeremy Kite
Leader of the Council

cc: Managing Director, DBC
SD (IS)
Financial Services Manager
Swanscombe and Greenhithe Town Clerk