

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 9 APRIL 2015 at 7.00PM

PRESENT: Councillor K G Basson – Chairman
Councillor Mrs S P Butterfill (ex-officio)
Councillor Ms L M Hall
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

ALSO PRESENT: Graham Blew - Town Clerk
Dan Usher – Senior Groundsman/Gardener

ABSENT: Councillor J M Harman
Councillor P M Harman

508/14-15. APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from Councillors' A Harvey (work commitments) and Mrs A R Harvey (unwell).

Recommended: That the apologies for absence and reasons, as listed, be formally approved.

509/14-15. SUBSTITUTES.

There were none.

510/14-15. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.

511/14-15. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

512/14-15. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2015.

Recommended: That the Minutes of the Meeting held on 5 February 2015 were approved and signed as a true record.

513/14-15. SENIOR GROUNDSMAN/GARDENER'S REPORT.

The Senior Groundsman/Gardener updated members on the work undertaken, by the Parks Department and also the work planned for the future which included:

Swanscombe Park, Manor Park, Broomfield. Heritage Park, Knockhall, Spring Vale, Valley View, Saxon Court, equipment and "We're watching you" – dog fouling posters.

Recommended: That the item be noted.

514/14-15. SPRING VALE WOODED AREA.

Further to minute 408/14-15 members were provided with the result of the survey of the middle section (i.e. the trees that had not yet been surveyed).

Members noted that the whole area had now been surveyed and after consideration agreed to have the work highlighted from the survey undertaken as per the quotation.

Recommended: That the works highlighted in the survey of the middle section be undertaken, as per the quotation, as soon as possible.

515/14-15. TREE SURVEY.

Members had previously agreed (minute 291/14-15) for quotations to be obtained for a Tree Survey to be undertaken. The 3 quotations received were considered by members and after discussion, and in accordance with Financial Regulation 11.1 (i), it was agreed that Quote C be accepted and that the tree survey be arranged.

Recommended: That the tree survey be undertaken using Quote C.

516/14-15. NEPTUNE PARK SHRUB CLEARANCE/CUTTING BACK.

The Senior Groundsman / Gardener detailed the work required to be carried out and the fact that this had originally been planned to be undertaken in-house but the Parks Department had been operating with a man short due to the sudden death of a member of staff in November 2014 it had not been possible to schedule the works this year.

In response to a member enquiry the Senior Groundsman / Gardener confirmed that he would oversee the works being undertaken.

Three quotations had been obtained to carry out the works and after deliberation it was agreed to proceed with Quote A.

Recommended: That the works be undertaken using Quote A.

517/14-15. UNAUTHORISED USE OF KNOCKHALL RECREATION GROUND.

This item had previously been considered by the committee (minute 410/14-15) and members were provided with a breakdown of each Saturday since 31 January 2015.

The Town Clerk advised members that to date no correspondence or communication had been received from anyone involved in this matter.

Although pleased that the matter appeared to have reached a satisfactory outcome Members requested that the Parks Staff continue to monitor the situation and if required report the issue back to the Recreation, Leisure & Amenities Committee.

Recommended: That the item be noted and the Parks Department continue to monitor and record the situation.

518/14-15. COMMUNITY CAFÉ, CHURCH ROAD, SWANSCOMBE.

During its considerations at its meeting on 20 February 2015 the Café Working Group had requested that the Recreation, Leisure & Amenities Committee consider endorsing the Council submitting a request to English Heritage to have the building listed/protected.

Councillor Ms L C Howes confirmed that she was happy to assist with putting the application together for submission were the Committee to agree this course of action.

It was noted that individuals can make applications to have buildings listed/protected. Members considered the Community Right to Bid Scheme but on this occasion agreed to submit a request to English Heritage to have the building listed/protected.

Recommended: That the Council submits a request to English Heritage to have the building listed/protected.

519/14-15. CHILDREN'S SUMMER ENTERTAINMENT – 2015.

Members were pleased to hear that the Town Clerk had successfully obtained additional funding through the Kent County Council Member Community Engagement Grant Scheme 2015-2016. It was also noted that the popularity of the Town Council's programme of summer entertainment had been growing each year and that over 1,000 members of the community had attended and enjoyed the events last year.

Members considered the 3 "packages" of entertainment that had been compiled and after discussion it was agreed:

Recommended: That Option 1 be selected for the Summer Entertainment 2015.

520/14-15. 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 Town Clerk drew members' attention to an email, recently received from a member of the public highlighting their dissatisfaction with the surfacing at the Broomfield Park Play Area. This item had been rated as a Medium risk rating in the Annual Safety Inspection report and as such was "*recommended to be upgraded as soon as resources permit.*" The Town Clerk showed the committee photographs of the surfacing at the site and informed the committee that he was in the process of obtaining quotations to have the surfacing upgraded and once these were received the details would be submitted to the committee for their consideration.

Recommended: That the Annual Safety Inspection of Play Ground Equipment be noted and that the Town Clerk be delegated authority to arrange for all the remedial work indicated in the report be undertaken.

There being no further business to transact, the Meeting closed at 7.40 pm.

Signed: _____ Date: _____
(Chairman)

**Parks Report : RLA 25 June 2015****Tree Survey:**

As previously agreed, minute 515/14-15, a tree survey is currently being undertaken on all of the Town Council sites.

Swanscombe Park:

The flower beds in the War Memorial have been planted with summer bedding as have the other beds within the park.

The bowls season is in full swing, parks staff have spent a lot of time replacing old and damaged wooden boards around the Town Green so that IsteadRise BC could arrange to have artificial grass matting fitted to the boards. We are currently treating/staining the old wooden pavilion alongside the green.

The tennis courts are proving to be as popular as ever.

Worn and eroded areas within the play area are being topped up with soil and seed, shrub pruning is taking place.

Manor Park:

There have been incidents of vandalism/damage to the multiplay unit which has been repaired, damaged again and repaired again.

- * A couple of eroded areas within the play area that are due to be filled may need further work due to the underlying conditions.

Broomfield:

Cricket has been underway for a number of weeks and the feedback from the teams is that the square is playing very well again this season.

The outfield is due to be treated with selective weed killer in the forthcoming weeks.

End of season repairs have been completed to the football pitches.

Eroded areas are being filled with soil and seed.

Shrub cutting in the Neptune Park area has been completed.

Heritage Park:

One of the football goals installed by Swanscombe Tigers has been vandalized and taken apart.

Unfortunately the information boards and marker stones are being regularly defaced with graffiti.

Motorbikes continue to gain access to the park and cause a nuisance, the Police are fully aware of this issue.

Knockhall:

Football pitch reparations have been completed.

The outfield is due to be treated with selective weed killer in the forthcoming weeks.

Works arising from the Playground Inspection have been completed and we are currently dressing in eroded areas with soil and seed.

Spring Vale:

Tree work arising from the Survey of the woodland have been completed.

Saxon Court:

The wooden perimeter fence has decayed in some areas, quotations are being obtained and the repairs will be undertaken as soon as possible.

Equipment:

- * One of our rotary mowers is nearing the end of its useful life and is becoming a struggle to use. I have looked into the cost and recommend replacing it this year. The cricket mowers are both very old and will also require replacing as performance is poor and parts are proving harder to source. I think it would be wise to plan for upgrading them in future budgets.

Recommended:

To discuss and advise accordingly.



FOOTBALL PITCH ALLOCATION 2015 -2016

PITCH:	DAY & TIME:	LAST YEAR:	REQUESTS – 2015 / 2016:
B/FIELD:			
Pitch 1	Saturday pm	Stone C & I	Stone C & I
		VACANT	VACANT
Pitch 2	Saturday pm	Pavilion Athletic	Pavilion Athletic
		VACANT	VACANT
Pitch 1	Sunday am	Swanscombe FC	Swanscombe FC
		Dartford Royals	Dartford Royals
	Sunday pm	VACANT	VACANT
		VACANT	VACANT
Pitch 2	Sunday am	Swanscombe Tigers Men's	Swanscombe Tigers Mens
		Swanscombe Tigers Reserves	London Eagles
	Sunday pm	VACANT	VACANT
		VACANT	VACANT
Mini Pitch (80 x 50)	Sunday am	Swanscombe Tigers U11's (A)	Swanscombe Tigers U11's (A)
		Swanscombe Tigers U11's (B)	Swanscombe Tigers U11's (B)
		Swanscombe Tigers U12's	Swanscombe Tigers U12's
Mini Pitch (40 x 30)	Sunday am	Swanscombe Tigers U7's (A)	Swanscombe Tigers U7's
		Swanscombe Tigers U7's (B)	
		Swanscombe Tigers U8's (A)	Swanscombe Tigers U8's
		Swanscombe Tigers U8's (B)	

TOTAL £6005 BROOMFIELD
 £3530 KNOCKHALL
 £9535



FOOTBALL PITCH ALLOCATION 2015 -2016

K/HALL:			
	Saturday pm	VACANT	VACANT
		VACANT	VACANT
*	Sunday am	Swanscombe Tigers U13's	Swanscombe Tigers U13's
*		Swanscombe Tigers U16's	Swanscombe Tigers U14's
	Sunday pm	Swanscombe Tigers U18's	Swanscombe Tigers U15's
		Swanscombe Tigers U14's	Swanscombe Tigers U18's
Mini Pitch (60 x 40)	Sunday am	Swanscombe Tigers U9's (A) Swanscombe Tigers U9's (B)	Swanscombe Tigers U9's (A) Swanscombe Tigers U9's (B)
		Swanscombe Tigers U10's (A) Swanscombe Tigers U10's (B)	VACANT

Graham Blew

From: [REDACTED]
Sent: 01 May 2015 14:03
To: clerk@swanscombeandgreenhithetc.kentparishes.gov.uk
Subject: VIA COUNCIL WEBSITE

Message sent on: 01/05/2015

Dear Graham

I am looking to organise a football match in remembrance of the late ex –Councillor and Mayor of Swanscombe, (my Grandad), Mick Crosby, and raising money for the neuro department at Kings College Hospital where he was treated. I am looking at arranging this for late August/early September once the football pitches are marked and hopefully before the new football season starts. I would like permission from the council to use one of the pitches with the goals and corner flags free of charge AT Broomfield playing fields.

I look forward to hearing from you regarding the same.

Yours sincerely

Darren Latimer

darren latimer
[REDACTED]

Total Control Panel

[Login](#)

To: graham.blew@swanscombeandgreenhithetowncouncil.gov.uk [Remove this sender from my allow list](#)
From: clerk@swanscombeandgreenhithetc.kentparishes.gov.uk

You received this message because the sender is on your allow list.

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AGENDA ITEM

RLA 25/5/15 9.5

18th May 2015

Dear Graham,

Vegetation Clearance From PROW

I am writing to you to explain our role in public footpath vegetation clearance in the Dartford and Gravesham area in association with KCC. Due to continuing financial restraints KCC's Public Rights of Way office asked the local ramblers groups if they would be willing to undertake some of this work to supplement contractor vegetation clearance. As Ramblers Groups we have a vested interest in maintaining free access to all footpaths for all walkers' enjoyment therefore we are quite willing to undertake this work.

A number of our volunteers have attended vegetation clearance courses run by KCC and they have provided us with hand held equipment to enable us to carry out this work. On the basis that we follow KCC's protocols we are covered under their insurance liability provisions. These protocols include that only surface growth and side growth extending over the used width of the PROW is to be cleared, only vegetation up to "thumb" diameter is to be cleared and material arising is to be left on site but moved to the edges of the path outside the trafficked area.

Please let me know if you are notified of any PROW's that need clearing within your area quoting the footpath reference number or OS grid reference if possible. I can check to see if KCC have already made provisions for one of their vegetation contractors to clear the footpath. If they have not then I can arrange for some of our volunteers to carry out the work.

I trust the above is helpful but if you require any further information please let me know.

Yours sincerely

Mike Hickmott

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AGENDA ITEM

PLA 25/6/15 97



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WAR MEMORIAL ENHANCEMENT.

I propose that this Council agrees to provide an enhanced War Memorial to be in place in time for the Centenary commemorations in November 2018 and that responsibility for delivering this, should be delegated to the Recreation Leisure and Amenities Committee.

I would like the Council to consider that the Centenary of the end of The Great War is approaching and that 2018 will be upon us before we realise. We have already renovated our existing war memorial and reinstated our flagpole, which has proudly been flying flags for over a year now. I would like the Town Council to consider enhancing the war memorial to provide a full public record of those who lost their lives in the Great War. A lot of work has already been done by Swanscombe Memorial (and others, including Walk Tall and our own Councillor Ms L C Howes) to compile a comprehensive record of the victims of the First World War and I believe that our Council can and should create a lasting, public memorial naming them all. This isn't a new idea and many memorials up and down the country already feature the names of those lost and other councils are now enhancing their existing memorials to do exactly this. I think this is something that with three years planning we can easily achieve and I am certain that is something that will resonate deeply with our residents.

Recommended:

To discuss and advise accordingly.

Councillor B E Read said the balance of people was about right although this would need to be reviewed in the near future due to the large developments in this area resulting in an increase of residents.

Councillor R J Lees felt that residents of Castle Ward identified themselves with Stone and Greenhithe and was not sure how they felt about the ward split. The population increases in Swanscombe and Greenhithe would be happening very quickly and this could disadvantage the KCC Member for the area.

Councillor D J Mote concurred with Councillor R J Lees and felt that there was a discrepancy with the overlapping of the Ward boundary as residents in Castle Ward thought of themselves as being in Stone and therefore he was of the opinion that the draft recommendations were correct.

Councillor K M Kelly informed the meeting that, as a Stone Parish Council member for Castle Ward, he concurred that the residents identified themselves with Stone rather than Greenhithe and also supported the draft recommendations in the report.

MOVED by Councillor R J Lees and seconded by D J Mote.

RESOLVED:

That the Town Council supports the draft recommendations contained in the report.

31/15-16. WAR MEMORIAL ENHANCEMENT.

Members considered the suggestion submitted by Councillor R J Lees regarding the enhancement of the war memorial in Swanscombe to provide a full public record of those that lost their lives in the Great War as part of the Centenary commemorations, (November 2018).

Members considered the merits of the proposal and after discussion it was agreed;

MOVED by Councillor R J Lees and seconded by Councillor J A Hayes.

RESOLVED:

That the Recreation, Leisure & Amenities Committee be delegated responsibility for delivering the proposal as detailed in the report.

32/15-16. SEALING OF DOCUMENTS.

There were none.

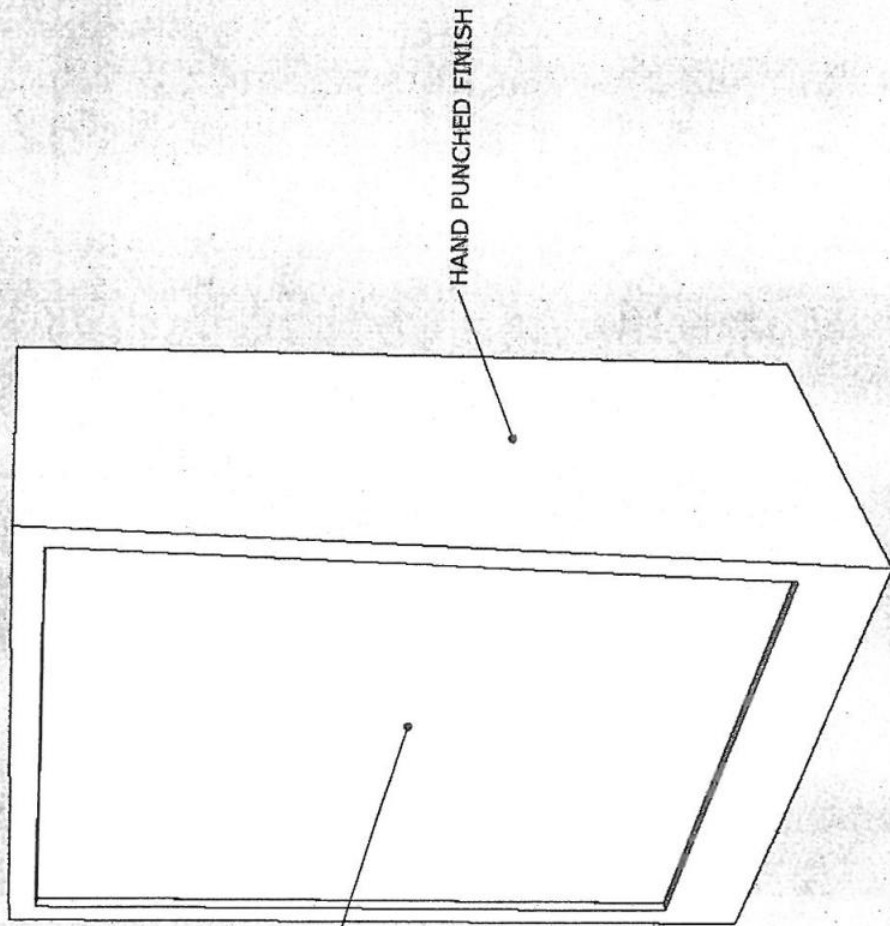
There being no further business to transact the Meeting closed at 8.15 pm.

Members were invited to join the Mayor Elect for refreshments after the Meeting.

Signed:
CHAIRMAN

Dated:

EXAMPLE of REBATED - FINISH



HONED REBATED PANEL

HAND PUNCHED FINISH

