

PARKS REPORT: RLA 6 FEBRUARY 2014

- **Swanscombe Park:**
Various tree works have been required due to damage caused to a row of Leyland Cypress by the recent extreme weather. Damage to the tennis court and bowls fences and the roadway will be repaired once the affected trees have been removed.
Work to refurbish the flagpole in the park is due to take place.
Worn, damaged and broken bench timbers have been replaced.
Maintenance to play equipment has been undertaken.

- **Manor Park:**
A Crab Apple tree was blown over in the recent high winds and some branches in the Acacia tree by the bus stop have been broken.
Hedge cutting and leaf clearing have been finished.
Refurbishment of park benches has been carried out.

- **Broomfield:**
A few branches broke off the Poplars in the park and a Maple was damaged by roof panels blown from the Pavilion.
Due to the exceptionally wet conditions a number of football matches have had to be called off as the pitches were waterlogged. Despite the recent conditions the pitches are holding up well.
The shrub beds in Neptune Park are due to be cut back.
The Tree Conservation Volunteers organization is due to supply some trees which we will help them to plant in April.

- **Heritage Park:**
Parks staff has planted another 175 whips as supplied by the Free Tree scheme.
Motorbike users are still causing problems particularly in the football pitch area.

- **Knockhall:**
The very wet conditions have exposed problems with the drainage on the new junior football pitch. The persistent wet weather has made it very difficult for parks staff to do any useful work to rectify the problem. Consequently a number of matches have had to be called off. **If the water logging persists we may have to temporarily relocate the pitch until work to try to alleviate the problem can be undertaken.

- **Valley View:**
Shrub and tree pruning have been completed.

- **Saxon Court:**
Shrub and tree pruning have been completed.
Playground maintenance is due to take place.

This page is intentionally left blank.

7.2 POSSIBLE PURCHASE OF REPLACEMENT TRACTOR.

The tractor currently used by the Parks Department was first registered 37 years ago (1977) and was purchased 33 years ago (1981). This tractor is obviously at the end of its life and would need replacing in the not to distant future (as an example; in 2006 it required £1,845 worth of repairs) and it is only able to have equipment attached to the rear so cannot be used for moving, transporting or lifting tasks.

The Town Clerk has been offered the possibility to purchase a second hand tractor which is 13 years old and has only been used for 500 hours.

The details of the tractor are:-

"New Holland TN55D (2001)", with cab, rear and front hydraulics for front and rear attachments, a quick loader, dan user hydraulics, auger and turf tyres. It was originally purchased from Ernest Doe & Sons and has been serviced by them in the interim.

The price being asked for of this tractor is £14,000.00 which would include the tractor being put through a service by Ernest Doe & Sons. The cost to buy this, or a similar tractor, new would be in the region £30,000.00.

We currently have £5,500 in the Financial Risk Assessments (FRA) for the purchase of a replacement tractor with £3,500 being added to this budget for 2014 – 2015 (1 April 2014).

Due to the recent reduction in the Administration Wages budget (2014 – 2015) there is the opportunity to vire £5,000 from this to the Parks Equipment/Maintenance budget which would enable the purchase of the replacement tractor.

The attached photographs were taken on 22 January 2014 when the Town Clerk, Senior Groundsman/Gardener and the Groundsman/Gardener that uses our current tractor went to look at, and operate the tractor.

- * The Town Clerk would like to record that Standing Orders have been suspended to avoid any delay in the possible decision as to whether or not the Town Council would like to offer to purchase the replacement tractor.
- ** The Town Clerk would also like to make it quite clear that whilst he has been offered this opportunity by a third party that he knows privately he has not been offered, and would not accept, any incentive to seek the Town Council's approval to purchase this replacement tractor.

Recommended: To approve the purchase of the replacement tractor as detailed in the report.

This page is intentionally left blank



22/1/14



22/1/14



22/1/14



22 / 1 / 14

RLA 6/2/14

7.3 GANG MOWING.

When the Estimates were being compiled we received notification from our contractor that they would not be able to continue with the gang mowing contract. This obviously had implications both operationally and financially so it was arranged to obtain quotations from other contractors and to include an additional sum in the budget for gang mowing.

Whilst quotations were being sought the Town Clerk, in consultation with the Chairman of Finance and General Purposes Committee, was able to negotiate an extension with the current contractor (5 years 2014 to 2019) under the same arrangements with the inclusion of a 12 month notice period applicable to both parties.

Recommendation:

To endorse the Town Clerks actions in dealing with this matter.

This page is intentionally left blank.

7.4 EMERGENCY TREE WORK AT SWANSCOMBE PARK.

During the storm on 23/24 December 2013, 1 of a row of 9 Leyland Cypress trees was blown over and required removal. The Town Clerk obtained 2 reports from tree specialists stating that 3 of the remaining Leyland Cypress trees showed signs that the storm had made them dangerous as well and that they needed to be made safe. In doing this it could open up the remaining 5 trees and make them more susceptible to damage in high winds.

Due to the location of these trees (they ran along the vehicular access to the park/cemetery and are next to 2 public tennis courts and a bowls green) and the potential danger, the Town Clerk, in consultation with the Chairman of Recreation, Leisure & Amenities Committee, Finance and General Purposes Committee and the Deputy Town Mayor arranged for the row of trees to be felled (quotations were obtained from 2 tree specialists).

The cost of this project was approximately £4,000.00 with the tree blown over being the subject of an insurance claim (damage to fences and tarmac surfaces).

We are able to vire £4,000.00 from the additional amount included in the Gang Mowing budget (as previously reported) to cover the cost of this necessary work.

Recommendation:

- 1 To endorse the Town Clerks actions in dealing with this matter.
- 2 To vire the monies, as detailed, from the Gang Mowing budget to cover the cost of this necessary work

This page is intentionally left blank.



RECREATION FACILITY CHARGES 2013 - 14
2013/14

AGENDA ITEM 7.5

RLA 6/2/14

		2013/14	2014/15 10% increase as agreed in budget	2014/15 Rounded to nearest whole number	2013/14 Concessionary Rate	2014/15 10% Increase as agreed in budget	2014/15 Rounded to nearest whole number
<u>BOWLING GREEN:</u>	Occasional	£3.50	£3.85	£4.00	£2.50	£2.75	£2.75
	Hire of Woods	£3.50	£3.85	£4.00	£2.50	£2.75	£2.75
<u>CRICKET:</u>	Season	£815.00	£896.50	£900.00			
	Occasional	£85.00	£93.50	£95.00			
<u>TENNIS:</u>	Per person per hour	£4.50	£4.95	£5.00	£2.50	£2.75	£2.75
<u>5-A-SIDE FOOTBALL:</u>	Per hour	£25.00	£27.50	£27.50			
<u>FOOTBALL:</u>	Per season (inc. facilities for training)	£640.00	£704.00	£705.00			
	Per game (occasional use)	£70.00	£77.00	£80.00			
<u>ALLOTMENTS:</u>	Per 10 rod + £1.50 if water supplied	£18.00	£19.80	£20.00			
<u>SQUASH:</u>	Per 1/2 hour hire of court	£6.00	£6.60	£7.00			
<u>HIRE OF PARKS:</u>	Local Organisation	£52.00	£57.20	£60.00			
	Per Day - commercial use	£135.00	£148.50	£150.00			
	Per week (7 days)	£800.00	£880.00	£880.00			
	Fairs/Circus	£950.00	£1,045.00	£1,050.00			
<u>CHURCH ROAD HALL:</u>	<u>Meetings</u>						
	Per hour for regular bookings	£12.50	£13.75	£14.00			
	Per hour for casual bookings	£13.50	£14.85	£15.00			
	<u>Social Events</u>						
	Per hour - Monday to Sunday inclusive Cygnets Playgroup	£21.00 £9.00	£23.10 £9.90	£24.00 £10.00			
<u>HERITAGE COMMUNITY HALL:</u>	<u>Meetings</u>						
	Per hour for regular bookings	£15.50	£17.05	£17.50			
	Per hour for casual bookings	£16.50	£18.15	£18.50			
	<u>Social Events</u>						
	Per hour - Monday to Sunday inclusive Craytots Pre-School FOSHP	£24.50 £11.00 £11.00	£26.95 £12.10 £12.10	£27.00 £12.50 £12.50			
<u>TOWN COUNCIL OFFICES COMMUNITY HALL:</u>	<u>Meetings</u>						
	Per hour for regular bookings	£15.50	£17.05	£17.50			
	Per hour for casual bookings	£16.50	£18.15	£18.50			
	<u>Social Events</u>						
	Per hour - Monday to Sunday inclusive Cygnets Pre-School	£24.50 £11.00	£26.95 £12.10	£27.00 £12.50			
<u>COMMUNITY CAFÉ CONFIDENTIAL ROOM:</u>	Per hour for regular bookings	£8.00	£8.80	£9.00			
	Per hour for casual bookings	£9.00	£9.90	£10.00			

Commercial/profit making bookings for halls charged at double rate for casual bookings

50% reduction for unemployed, senior citizens (over 60 years) and persons in full-time education - for certain recreational facilities only.
Where applicable, VAT has been included (VAT No. 204 4827 82)

THIS PAGE IS INTENTIONALLY
LEFT BLANK.

Graham Blew

AGENDA ITEM 7.6

RCA 6/2/14

From: Wayne Pedrick [Wayne.Pedrick@GCLL.co.uk]
Sent: 18 December 2013 10:12
To: Ben Cloke; Emily Jay; Rob Swain; Mark Lane
Cc: Hickmott, Adrian; Graham Blew
Subject: FW: Gravesham Community Leisure - LODGED DEC Renewals
Attachments: DEC_9290-9906-0137-9900-0040.pdf; DEC_9806-1079-0377-0790-9121.pdf; DEC_9422-1069-0170-0290-9121.pdf

Please see attached DEC certificates.

Cascades had at rating 81 (D) and now has a rating of 60 (C).

Cygnnet had at rating 91 (D) and now has a rating of 79 (D).

[Swanscombe had at rating 39 (B) and now has a rating of 60 (C) this is due to the sports hall heating now working.
 The typical rating for leisure centre is about 100 (D) GCLL are will within this.] x

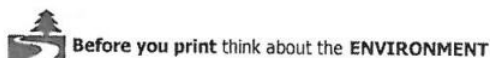
Wayne Pedrick
Facility Development Manager

01474 337484/5

wayne.pedrick@gcll.co.uk

Gravesham Community Leisure Limited
 Head Office
 Cascades Leisure Centre
 Thong Lane
 Gravesend
 Kent
 DA12 4LG

Registered in England No 28949R



From: Alex Reynolds [mailto:alex.reynolds@energyteam.co.uk]
Sent: 18 December 2013 09:49
To: Wayne Pedrick
Cc: Sally Annells; Nicola Jellett
Subject: Gravesham Community Leisure - LODGED DEC Renewals

Dear Wayne,

As discussed, please find attached your DEC renewals for Cascades, Cygnnet and Swanscombe Leisure Centres.

Should you have any questions about them please do not hesitate to let me know.

Best regards
Alex

Alex Reynolds
 Energy Management Consultant
 energyTEAM
 Mobile: 07808 773542

www.energyteam.co.uk

Display Energy Certificate

How efficiently is this building being used?



Gravesham Community Leisure
 Gravesham Community Leisure
 The Swanscombe Centre
 Craylands Lane
 SWANSCOMBE
 DA10 0LP

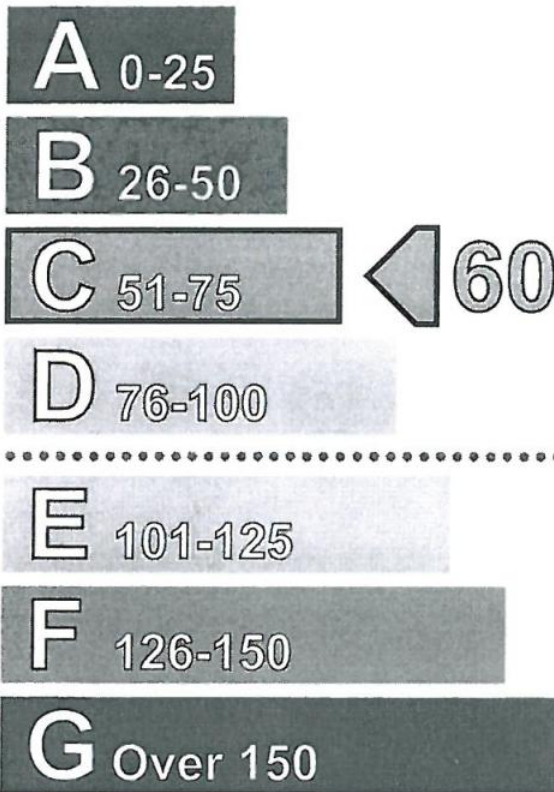
Certificate Reference Number:
 9806-1079-0377-0790-9121

This certificate indicates how much energy is being used to operate this building. The operational rating is based on meter readings of all the energy actually used in the building. It is compared to a benchmark that represents performance indicative of all buildings of this type. There is more advice on how to interpret this information on the Government's website www.communities.gov.uk/epbd.

Energy Performance Operational Rating

This tells you how efficiently energy has been used in the building. The numbers do not represent actual units of energy consumed; they represent comparative energy efficiency. 100 would be typical for this kind of building.

More energy efficient



Less energy efficient

Technical Information

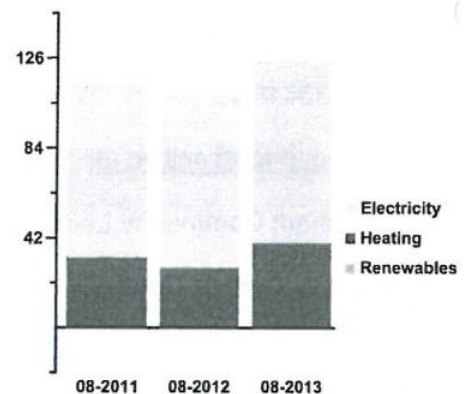
This tells you technical information about how energy is used in this building. Consumption data based on actual meter readings.

Main heating fuel: Natural Gas
 Building environment: Heating and Mechanical Ventilation
 Total useful floor area (m²): 1463
 Asset Rating: Not available

	Heating	Electricity
Annual Energy Use (kWh/m ² /year)	140	107
Typical Energy Use (kWh/m ² /year)	390	123
Energy from renewables	0%	0%

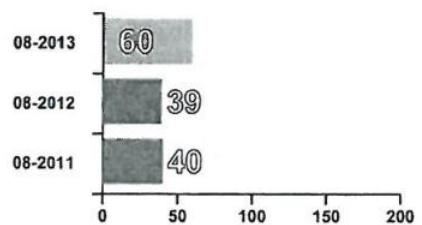
Total CO₂ Emissions

This tells you how much carbon dioxide the building emits. It shows tonnes per year of CO₂.



Previous Operational Ratings

This tells you how efficiently energy has been used in this building over the last three accounting periods.



Administrative Information

This is a Display Energy Certificate as defined in SI 2007/991 as amended.

Assessment Software: DCLG, ORCalc, v3.6.2
 Property Reference: 867317700000
 Assessor Name: Alex Reynolds
 Assessor Number: QUID300139
 Accreditation Scheme: Quidos Limited
 Employer/Trading Name: Energy Team UK Ltd
 Employer/Trading Address: Team House, 7 Braybon Business Park, Consort Way, Burgess Hill, RH15 9ND
 Issue Date: 17-12-2013
 Nominated Date: 20-08-2013
 Valid Until: 19-08-2014
 Related Party Disclosure: Not related to the occupier.

Recommendations for improving the energy efficiency of the building are contained in the accompanying Advisory Report.

AGENDA ITEM 7.7

RLD 6/2/13

COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 (CROW) - SECTION 13 DEDICATION – SWANSCOMBE SKULL SITE NATIONAL NATURE RESERVE (NNR)

The Chairman of the Heritage Park/Skull Site Sub-Committee and the Responsible Financial Officer (RFO) met with various representatives from Natural England on Monday 20 January 2014 regarding Natural England's wish to dedicate the Swanscombe Skull Site NNR under Section 13 of the Countryside and Rights of Way Act 2000. The dedication is to ensure that there is permanent public access to the site in perpetuity.

As tenants of the site, it is necessary for Natural England to consult with the Swanscombe and Greenhithe Town Council regarding their intentions. The NNR site was walked and it was discussed whether there needed to be any restrictions for the type of public access, i.e. whether the access would only be walkers, or whether bicycles would be allowed to access the site.

It was agreed by all present that the public access could only be on foot because of the archaeological interest in the area and the potential damage that could be caused by any type of cycle.

The Swanscombe Skull Site NNR has been identified for dedication within Batch 4, which means that the dedication process will be approved by Natural England by the end of March 2014.

Recommended: To agree to the dedication of the Swanscombe Skull Site NNR under Section 13 of the Countryside and Rights of Way Act.

This page is intentionally left blank

**PROPOSED CHILDREN'S SUMMER ENTERTAINMENT
DURING SCHOOL SUMMER HOLIDAYS 2014**

AGENDA ITEM 7.8
RLA 6/2/14

Option 1:

Entertainment	Venue	Duration	Price
Circustime Worskshop	Heritage	2	170
Mrs Back to Front	Swanscombe Park	1	110
Animal Magic	Broomfield	2	385
Laser Storm	Knockhall	2	295
Micky the Magician	Heritage	1	110
Mrs Roundabout	Swanscombe Park	1	90
Laser Storm	Broomfield	2	295
Circustime Worskshop	Knockhall	2	170
Animal Magic	Knockhall	2	385
Total Cost for Option 1		15	£2,010

Option 2:

Entertainment	Venue	Duration	Price
Animal Magic	Heritage	2	385
Mrs Roundabout	Swanscombe Park	1	90
Laser Storm	Knockhall	2	295
Bobbo the Clown	Heritage	2	235
Micky the Magician	Broomfield	1.5	190
Mrs Back to Front	Swanscombe Park	1	110
Simply Smiley	Broomfield	2	395
Animal Magic	Knockhall	2	385
Total Cost for Option 2		13.5	£2,085

Option 3:

Entertainment	Venue	Duration	Price
Bobbo the Clown	Broomfield	2	235
Micky the Magician	Heritage	1.5	190
Laser Storm	Knockhall	2	295
Circustime Workshop	Broomfield	2	170
Animal Magic	Swanscombe Park	2	385
Mrs Roundabout	Heritage	1	90
Simply Smiley	Knockhall	1	395
Laser Storm	Broomfield	2	295
Total Cost for Option 3		13.5	£2,055

This page is intentionally left blank