

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE  
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 27  
JUNE 2024 at 7.00PM

**PRESENT:** Councillor Peter Harman – Chairman  
Councillor Emma Ben Moussa – Vice – Chairman  
Councillor Lorna Cross  
Councillor Peter Harris  
Councillor Lesley Howes  
Councillor Elizabeth Wickham

**ALSO PRESENT:** Graham Blew – Town Clerk  
Martin Harding – Assistant Town Clerk/RFO

**ABSENT:** There were none

**68/24-25. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The arrangements and constraints relating to the filming or recording of the meeting were explained.

**69/24-25. APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Ann Duke due to other commitments.

An apology for absence was received from Councillor Dawn Johnston due to other commitments.

An apology for absence was received from the Senior Groundsman Gardener due to other commitments

**RESOLVED:**

That the reason for absence, for the above Town Councillor/s, be formally accepted and approved.

**70/24-25. SUBSTITUTES.**

There were none.

**71/24-25. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

There were none.

***As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.***

**72/24-25. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.**

There were none.

**73/24-25. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 21 MARCH 2024.**

**Recommended:** That the Minutes of the Meeting held on 21 March 2024 were approved and signed as a true record.

**74/24-25. SENIOR GROUNDSMAN /GARDENER'S REPORT.**

Members were provided with a copy of the report which updated members on the work undertaken, by the Parks Department and the work planned which included:

Broomfield Park, Heritage Park, Knockhall Park, Manor Park, Swanscombe Park, Equipment/ Staffing and Miscellaneous.

**Recommended:** That the report be noted.

**TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.**

**75/24-25. PERIODIC TREE SAFETY SURVEY 2024.**

Further to minute 107/19-20, and the previous periodic tree safety survey being undertaken in 2019, Members received a copy of the 2024 tree safety survey and quotations that had been obtained for the works highlighted in the survey.

**Recommended:**

1. That the contents of the periodic tree safety survey 2024 be noted.
2. That quote A be accepted to have the recommended works from the periodic tree safety survey undertaken.

**76/24-25. ANNUAL SAFETY INSPECTION OF PLAYGROUND EQUIPMENT.**

The Annual Playground Safety Inspection was undertaken at the end of February 2024 by a RPII (Register of Playground Inspectors International) / ROSPA (Royal Society for the Prevention of Accidents) Certified Playground Specialist. Members were issued with the Inspection Finding Summary.

When the report was received, a copy was passed to the Senior Groundsman/Gardener, which is under review to ensure any action required is being undertaken.

**Recommended:** That the Annual Playground Safety Inspection Report be noted, and the work being undertaken endorsed.

**77/24-25. DAMAGE AT MANOR PARK.**

Members were advised that on 10/11 June 2024 there was some ASB at Manor Park which resulted in the x3 new trees recently planted there being snapped/broken so severely that they had to be removed and disposed of. A section of metal railing on the Swanscombe Street side of the park had also badly damaged and had been re-instated by a contractor.

**Recommended:**

1. That the reported damage, and subsequent repair works be noted.
2. That the x3 new trees, recently damaged in Manor Park, be replanted with like-for-like replacements.

**78/24-25. FOX FENCE DETERRENT.**

Further to minute 474/23-24 the Senior Groundsman/Gardener provided a report and photographs regarding the need for a fox fence deterrent at the bowls green.

Members were informed that Instead Rise Bowls Club had agreed to pay 50% of the costs involved in the purchase of a fox fence up to a maximum of £500.00.

After discussion it was proposed, duly seconded and agreed:

**Recommended:** That the proposed fox fence, as detailed in the report, be purchased in partnership with Instead Rise Bowls Club.

**79/24-25. INGRESS PARK COMMUNITY CENTRE – UPDATE.**

Further to the update provided at the 18 April 2024 Full Council meeting (minute 504/23-24) a verbal update will be provided by officers.

Members were sent Consultee Responses taken from the EDC Website for Planning Application: EDC/23/0031. Provision of an additional area for car parking consisting of: 7no. parking spaces for community centre; 6no. visitor parking and 2no. van parking spaces.

In his role as a ward member for Greenhithe at Dartford Borough Council (DBC), Councillor Peter Harman, would make contact with the Planning Department at DBC to discuss the wider issues of Crests involvement with the outstanding matters / works across the Ingress Park Development.

**Recommended:** That the update be noted.

**80/24-25. DELEGATION TO CONDUCT NORMAL BUSINESS DURING RECESS PERIOD.**

Members were requested to delegate authority to the Town Clerk, in accordance with section 101 (1) (a) of the Local Government Act 1972, to conduct the normal business of the Council during the recess period. The Town Clerk would consult with the Chairman and Town Mayor, if appropriate, before any business was transacted.

**Recommended:** That, in accordance with section 101 (1) (a) of the Local Government Act 1972, the Town Clerk be delegated authority to conduct the normal business of the Council during the recess period.

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chairman)

DRAFT