

MINUTES of the MEETING of the RECREATION, LEISURE & AMENITIES COMMITTEE
held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 13
NOVEMBER 2025 at 7.00PM

PRESENT:

Councillor Peter Harris – Vice-Chairman in the Chair
Councillor Lorna Cross
Councillor Ann Duke
Councillor Lesley Howes
Councillor Dawn Johnston
Councillor Hazel Stephens

ALSO PRESENT:

Graham Blew – Town Clerk
Dan Usher – Senior Groundsman/Gardener
Indigo Allred – Administration Officer

ABSENT:

Councillor Emma Ben Moussa

285/25-26. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

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

286/25-26. APOLOGIES FOR ABSENCE.

An apology for absence was submitted by Councillor Elizabeth Wickham, due to other commitments.

Recommended:

That the reason for absence, for the Councillor listed, be formally accepted, and approved.

287/25-26. SUBSTITUTES.

There were none

288/25-26. 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.

289/25-26. ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

290/25-26. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 18 SEPTEMBER 2025

Recommended: That the Minutes of the Meeting held on 18 September 2025 were approved and signed as a true record.

291/25-26. SENIOR GROUNDSMAN / GARDENER'S REPORT.

Members considered the report which updated on the work undertaken, by the Parks Department and the work planned which included:

Broomfield, Eagles Road, Manor Park, Swanscombe Park, Saxon Court, Equipment / Staffing and Miscellaneous.

Recommended: That the report be noted.

TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT.

292/25-26. INGRESS PARK COMMUNITY CENTRE – PROJECT UPDATE.

Members noted the report outlining the task chart and timeline for the work outstanding in relation to the handing over/opening of the Ingress Park Community Centre.

Recommended: That the update be noted.

293/25-26. ESTIMATES FOR 2026 - 2027.

Officers began work on the Annual Estimates for 2026 – 2027 earlier in the year. The committee were asked to consider whether financial considerations needed to be made ahead of the next part of the budget setting process. The Town Council meeting on 11 December 2025 would consider the draft Annual Estimates 2026 – 2027 which would then pass to be approved and endorsed by the full Council in January 2026 before setting the Council Tax Base for the 2026 – 2027 financial year.

Recommended: That the item be noted.

294/25-26. COUNCIL OFFICE AND CAFÉ CHRISTMAS OPENING ARRANGEMENTS.

Members had been issued with a calendar for the Council Offices and Café over the Christmas and New Year and considered when they wished the office and cafe to be closed over the festive period. Officers had been consulted and had no objection to using annual leave entitlement to cover any periods of closure.

Recommended: That the Council Offices and Café be closed on the 29, 30, 31 December 2025 and 2 January 2026 with a notice being displayed, in advance, advising Members of the Public of the closures. As per previous years a relevant message would also be recorded for the Council Office answer machine for this period.

295/25-26. NEW TREES AT MANOR PARK.

Members considered the report detailing the second instance of anti-social behaviour to x2 of the x3 replacement Horse Chestnut Trees.

After discussion it was proposed, duly seconded and greed:

Recommended: That the x2 trees in Manor Park be replaced with suitable alternatives in locations to be agreed by the Town Clerk, in consultation with the Senior Groundsman Gardener.

296/25-26. EXCLUSION OF THE PRESS AND PUBLIC.

MOVED BY Councillor Dawn Johnston and seconded by Councillor Hazel Stephens

RESOLVED:

That, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item(s).

No members of the press or public were present during discussion of the following item of business.

297/25-26. GRAVESHAM COMMUNITY LEISURE CENTRE LIMITED (GCLL0 DRAFT PROPOSAL SCALE OF CHARGES 2026 FOR THE SWANSCOMBE LEISURE CENTRE.

Further to minute 253/24-25 and in accordance with the Management Agreement (Section 28), the Head of Operations, GCLL, had advised of the proposed Scale of Charges for 2026 and included the current charges for information.

After discussion it was proposed, duly seconded and agreed:

Recommended: That the proposed Scale of Charges for 2026, submitted by GCLL, for The Swanscombe Centre, be agreed.

There being no further business to transact the Meeting closed at 7.25pm.

Signed: _____
(Chairman)

Date: _____