

# Swanley Town Council

Civic Centre, St Marys Road, Swanley, Kent, BR8 7BU

Tel: 01322 611663

[www.swanleytowncouncil.gov.uk](http://www.swanleytowncouncil.gov.uk)

## ESTATES AND FACILITIES

### MINUTES

Wednesday 18<sup>th</sup> July 2018

**Present:** Chair Cllr N Scott, Cllr C Barnes, Cllr J Barnes, Cllr P Darrington,  
Cllr R Morris, Cllr V Southern

**Also Present:** Cllr L Ball, Cllr L Dyball, Cllr M Hogg, Cllr M Horwood,  
Cllr T Searles

**Officers:** CEO - Steve Nash  
Democratic Services Officer - Barbara Playfoot  
Estates & Facilities Manager - Dan Sutton  
RFO - Steve Innes  
Park Manager - Ryan Hayman

### APOLOGIES FOR ABSENCE

Cllr E Komolafe

### DECLARATIONS OF INTEREST

None

### 10505 MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 18<sup>th</sup> April 2018

**APPROVED**

### 10506 ESTATES AND FACILITIES MANAGER REPORT

To comment on the report and ask questions of the Manager

Cllr Scott asked if the members had any comments or questions regarding the Estates and Facilities Manager's report.

- Cllr Morris asked if there had been any feedback from Ford or the leasing company regarding the problem with the new vehicle. The Estates and Facilities manager reported that he was awaiting a full response from Ford through the leasing company but nothing had been forthcoming so far. Cllr Morris suggested that direct contact is made with Ford by way of a written formal complaint and chase if response was not received in a timely manner.
- Cllr Horwood asked if the schedule of works spreadsheet could be organised so that all completed works are removed and standard comments be made against the outstanding works.
- Cllr Scott if there were any plans to refurbish the Football changing rooms especially to the damp conditions.  
The Estates and Facilities manager said the Civic Centre leaking/overflowing guttering was contributing to the problem.  
Cllr Scott suggested that new quotes were sourced to refurbish the changing rooms and replace/repair the Civic Centre guttering. Cllr Southern agreed that this would be the first step to ascertain the problem and costs.

The CEO said that repairs could not be entertained until monies were made available from the Sale of the Woodlands. Cllr Scott suggested that in the meantime funding be investigated to cover the project

**ACCEPTED: Estates and Facilities Managers Report**

**10507 PARK MANAGERS REPORT**

To comment on the report and ask questions of the Manager

Cllr Scott asked if the members had any comments or questions regarding the Park Manager's report.

- Cllr Morris asked if the sandpit was still viable as it appears that the sand taken from the sandpit into the paddling pool has been one of the causes as to why the paddling pool has had to have several temporary repairs made.
- The Park manager replied that the Café in the Park have offered to pay and erect a fence around the sandpit to prevent easy access to the paddling pool thus deterring the children from taking sand to the pool and vice versa. He went on to suggest that once the fence has been erected he will monitor the situation and feedback the results at the next Estates and Facilities meeting in October.
- Cllr Morris asked for a vote of thanks for the Park manager and the staff for achieving the Green Flag award 2018-19 and asked that banners/notices be displayed in the Car parks to inform the visitors of the achievement.

**ACCEPTED: Park Managers Report**

**DATE OF NEXT MEETING – 17<sup>th</sup> October 2018**

**MEETING CLOSED AT 20.28**

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 611663 or [snash@swanleytowncouncil.gov.uk](mailto:snash@swanleytowncouncil.gov.uk)

(Chair) Cllr N Scott, (Vice Chair) Cllr J Barnes, Cllr C Barnes  
Cllr P Darrington, Cllr E Komolafe, Cllr V Southern