

Swanley Town Council

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

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ESTATES AND FACILITIES

MINUTES

Wednesday 16th October 2019

Present: (Deputy Chair) Cllr L Ball, Cllr J Domigan, Cllr M Foster, Cllr J Griffiths, Cllr T Searles, Cllr J Tuckfield

Also Present: Cllr G Darrington, Cllr P Darrington, Cllr C Lee, Cllr V Letchford,

Officers: CEO - Steve Nash
RFO Steve Innes
Park Director - Ryan Hayman
Democratic Services Officer - Barbara Playfoot

APOLOGIES FOR ABSENCE

Cllr S Andrews, Cllr C Barnes

DECLARATIONS OF INTEREST

Cllr J Griffiths – Item 5

10823 MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 17th July 2019

APPROVED

10824 PARKS DIRECTOR

To comment on the report and ask questions of the Director – Report A
Cllr Searles said that again the Parks Director had provided a very comprehensive report.

Cllr Ball noted that there was a 35% reduction in event expenditure this year but questioned what were the big spends. The Park Director said that the additional spends this year were Go-Coach (Shuttle bus) and advertising as Kent Live Radio was at the Folk fest.

Doggie Day Care - Cllr Tuckfield asked how the dogs would be kennelled as there could be problems if the dogs were placed in multiple occupancy kennels.

The CEO appreciated her comment and asked if she would like to meet with the team that were developing the project in an advisory capacity.

EXCLUSION OF PRESS AND PUBLIC

It is recommended that under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10825 TO CONSIDER THE LOCATION OF THE NEW HEALTH HUB

Councillors agreed the proposed location although this remains time sensitive for notification.

10826 RESIGNATION OF SENIOR STAFF

The CEO reported that the Park Director was leaving STC at the end of November to take up a new post. The Park Manager was leaving at the end of October for a new challenge.

Cllr Foster thanked the Park Director and his staff for all his and their excellent work over the last two years and wished him the best of luck which was reiterated by all the Council members.

NOTED

10827 OFFERS ON PROPERTIES

To consider housing offers - See attached

Cllr Ball having reviewed the property, rental and yield figures suggested that there be a sink fund of £40,000 set up to cover any expenses that the properties incur once the £40,000 had been achieved by taking a percentage of the rental income it would only be necessary to top the fund up if required. He also suggested that a similar sink fund be set up to cover ongoing legal fees/expenses on the same principal as the expenses fund.

Cllr Darrington asked where STC would invest their money. The CEO advised that he and the RFO had met with CCLA Investment Management a company that works with charities and the public sector to advise and invest in secure deposits.

Cllr Searles suggested that STC join the National Landlords Association (NLA) which is an association that covers help and support for Landlords plus provide online advice, self-populating forms that are required for Landlords to complete all free of charge. He also suggested that the National Facilities Company was a good company to have for property on call cover.

Cllr Searles said that it would be best to have an In house management team to oversee the day to day running of the property portfolio.

Also said that a Rental Policy should be drafted for approval

RESOLVED – That funding from the sale of the Woodlands for the following

- 1. That a £40,000 sink fund be established for future maintenance.**
- 2. That a £40,000 sink fund be established for future legal fees and consultancy**
- 3. That the CEO's purchases are approved**
- 4. That these resolved items are approved at the next Full Council meeting**

DATE OF NEXT MEETING – 22nd January 2019

MEETING CLOSED AT 21.12

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 665855 or snash@swanleytowncouncil.gov.uk

(Chair) Cllr S Andrews, (Vice Chair) Cllr L Ball, Cllr C Barnes
Cllr J Domigan, Cllr M Foster, Cllr J Griffiths, Cllr T Searles, Cllr J Tuckfield