

Swanley Town Council

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

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ESTATES AND FACILITIES

Date 16th January 2020

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 22nd January 2020 from 7:30pm** or at the conclusion of the public participation session.



Mr S Nash
CEO / Town Clerk

Committee Members: (Chair) Cllr S Andrews, (Deputy Chair) Cllr L Ball,
Cllr C Barnes, Cllr J Domigan, Cllr M Foster, Cllr J Griffiths,
Cllr T Searles, Cllr J Tuckfield

PUBLIC PARTICIPATION

If required, the meeting will be preceded by a public participation period of up to 15 minutes in total at 7:30pm. Members of the public are also entitled to speak, during the meeting, on agenda items only and with express permission from the Chairman / Mayor. Those wishing to speak on an Agenda item must indicate this during Public Participation.

RECORDING (AUDIO AND / OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt Part of an agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until that member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile phone devices to silent for the duration of the meeting.

MOBILE PHONES

Member of the public are reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

3. MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 16th October 2019

4. PARKS DIRECTOR REPORT - Report A

To comment on the report and ask questions of the Director

5. PROPOSAL FOR VE DAY 8TH MAY 2020 – Report B

To approve the proposal for VE day 8th May 2020 activities

DATE OF NEXT MEETING – 15th April 2020

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

To: Estates & Facilities Committee

From: Peter Goddard Parks Director

Date: 22 January 2020

Subject: Estates & Facilities update

1. Purpose of report

1.1 To inform the committee of any new projects, bookings or changes to operations.

2. Recommendations

2.1 To accept the update report and note any new bookings/changes to operations.

3. Background and information

3 Swanley Park

3.1 Winter Close Down –

This year a new schedule had been created, with staff working together to get the Park close-down completed in a timely manner. The Inflatables, Hand Boats, JCB Digger, Battery Cars, Deck Chairs, Dino Karts and Lake Boats were placed in storage by the end of December. To prolong the life of the Tree Trek, the CEO and Parks Director agreed to keep the frame in place

3.2 The Great Outdoors – We are delighted to announce that the council has secured a long-term contract on the 2nd December to run the Great Outdoors. We planning to enhance the activity by adding new play equipment from local schools to replace the old tired ones. The activity is all year round, trading 10am – 12pm weekdays in the winter and summer incorporating afternoons and weekends in the summer. This is currently averaging 3-4 users each morning. We have some birthday parties already booked for 30 children in February and April these are additional clients who would not normally be using the Park.



3.3 Appointments of 2 Park Managers – On 2nd December Charlie Sadler & Christine King were appointed to assist the new Parks Director. It is hoped that the role will provide additional cover for the Park Director for



holidays, sickness or training. Park Rangers will be unaffected and will still be in place seasonally for operational purposes. We have successfully recruited a new member of staff for the Grounds team Ryan Reid he will start his new job on the 1st February 2020

3.4 New Activities Planned for 2020

3.4.1 Soft play- In the old Barn this is on hold for the moment current costings £56,709

3.4.2 Mini Golf – The old Mini Golf has now been taken up and replaced with a new path and fences to allow for the expansion of the Splash pool. A new Mini Golf course has been designed and with a potential loss of income to the Council of £5232, it is hope that the new Mini Golf course will be constructed in time for the summer season.

3.4.3 Laser Quest- we are looking into purchase 4 sets of equipment at the cost is £90 each total spend of £360. The Laser Quest represents a potential income of £2000 in the 1st year. The plan is to offer Laser Quest as part of the Kids party package.

3.4.4 Racing Track – It has been identified that a large battery car track is needed to meet the demand of visitors. We are exploring options for this provision at a more appropriate location in the park.

3.4.5 Doggy Day Care (The Dog House) fences have been put into position, the dog house has arrived ready to be assembled. Once in situ we will call in the licensing officer from the District Council and we should be good to open within a matter of days from that point.

3.4.6 Carparks - Both the carparks will be fitted with ANPR cameras in April. The cost of parking from April will be £3 per day, but if they have registered with the council by March the local residents will not be charged.

3.5 Maintenance –

3.5.1 Barn – The barn now has the stud wall in place, other work still need to be done before the soft play can be installed things like repair the cracks in the walls and some masonry work to block up the walls. Our own staff are capable of completing these works and this has been put into the regular schedule of works.

The old back entrance of the barn has been blocked up and now includes an area for a fire exit to be introduced. The next step is for new flooring to be laid to make the building more usable and to ensure it can be properly heated and levelled.

The hope is that this will also act as a useable community space for small meetings for local groups. The space will be multifunctional and be available to local groups and The Great Outdoors, as well as our own Park parties.

3.5.2 Access – Security within the yard will be improved with new gates with remote access and automatic closing by the end of February. This is essential in reducing theft from the yard with losses over the last 3 years amounting to around £11,000 for which we have been able to claim. However, regular claims affect our fees and we need this to stay as low as possible. Making it more difficult to steal from us will help reduce our liability.



3.5.3 Wet Area – Work has started in December 2019 on the new splash pool. This will be finished in time for the Parks opening in April.



3.5.4 Rugby Club – There has been a delay in planning of the move.

3.5.5 Island on the lake – The Bridge to the island has been removed.

3.6 Annual Events – The following events are scheduled to take place this coming year;

17th February: Half Term Activities

20th/23rd March Big Spring Clean

29th March Swanley twining

11th April: Making Miracles Charity Egg Hunt

14th June Colour Dash

8th /9th July: Luna Cinema

11th July Ellenor Glorious Gardens

18th/19st July: SNBR Gala Days

28th August: 1812 Fireworks

29th August: Folk Festival

1st December SNBR annual event

We hope to add to this year's events calendar, and the Parks Director would welcome Councillors opinions on these as more events are likely to be added throughout the year. In December we started sending out invites to the stall holders, for 1812 and Folk fest, we have already received a few acknowledgements back

3.7 Green Flag Award – We have once again applied for the Green Flag Award. Our application has been accepted and this year we will be mystery shopped by the judges. St Mary's Recreation Ground has been applied for separately and will be entered for the 2nd time as we missed out by just one point in 2019. In addition we have also entered Elephant Park for the first time and this would help us achieve 3 flags as a new record for Swanley. This has also been accepted with a full judging due to take place between March and June.

3.8 Bradley Smith - is now leading the Grounds Team in a Supervisory role and will be directly responsible to the Park Director. The team have been busy ensuring the local area has been maintained to a high standard which should have a direct effect on complaints received. In December they erected a new town sign on the entrance to Swanley.



3.9 Park Opening – A partial opening has been set for 17th February (Weather Dependent). This will include use of pedalos, ropes course, electric bikes and go karts. This will also assist with the training of new staff that will be recruited this year to replace staff that have moved on or found other employment. The full opening has been set for 2th April where we hope to have the Mayor and local MP will come along to officially open the new splash area. At this time we will also arrange for some additional entertainment to make a special day of it.

3.10 Swanley New Barn Railway (SNBR)

The annual SNBR 1st January charity day was the most well attended day ever run and £1,700 was raised for their supported charity Alzheimer's charity. The event saw all three of the railways working steam engines in service which were enjoyed by many local families.

It is estimated that over 700 people attended the event and will be a target to beat in the future. .

The comments received on Facebook after the event have been fantastic. Below is a picture of the second train of the day leaving the top station.

After we had closed, several of the volunteers helped clear the rubbish from the park, which was by then dark and cleaned the toilets to ensure that the park was as clean as when the day started.

Obviously the mild weather had a huge bearing on the popularity of the event, and we hope that next year we have equally as nice weather.



3.11 Cafe

The Great Outdoors has helped create new business for the Café during a season which is normally quiet. This year they have traded in December and will be opening in February with new kitchen installed in the Old Athletics club building. They also anticipate opening at weekends throughout February as well as the half term week. This is an added bonus for people visiting the park, as they are able to purchase refreshments to help warm up and take shelter if needed. They will be liaising directly with the CEO and Parks Director with regards to additional alterations which is likely to include a small kiosk area at the side of the play area.

4. Reasons for recommendations

4.1 This report does not contain any decisions to be made; it just provides information to be noted.

5. Conclusions

5.1 As highlighted in this report, we continue to aim to maximise the use of our facilities, whilst also generating additional income for the Council.

Peter Goddard

Parks Director

Proposal for VE Day 8th May 2020
Report to Estates Committee 22nd January 2020

In 2020 will be VE day celebrations and as part of this the Civic Manager is putting together a number of activities for approval which are contained within this report. Building on the success of the silhouettes we would like to combine part of the VE recognition to further enhance the silhouette experience. There are lots of people who still stand and look at the silhouettes or read the plaques underneath and some clearly stand and contemplate the level of loss of so many Swanley residents. As part of our VE Day celebrations for 2020 officers are proposing that we have 3 benches installed on the Pavement opposite the Silhouettes in Bartholomew Way. This would allow our older residents to sit and spend time viewing the silhouettes but also provide seating to other residents who might care to rest with their shopping on the way home.

In looking at future remembrance activities and possibilities it might be possible to re-name that corner of the road as 'Remembrance Corner' and to further enhance the area with soft lighting or flags at times of celebration or remembrance.

1. Physical Remembrance:

The proposed styles are as follows:-

A specially commissioned VE Day Bench. Dimensions 1600mm wide, 870mm high at the back, 400mm high to the seat with a leg width of 575mm costing £995.00 plus VAT and a delivery



A “Lest We Forget, We Will Remember Them” bench including animals. Dimensions 1600mm wide, 970mm high at the back 640mm width costing £896.plus VAT and delivery



A “WW1 Bench” with Doves of Peace. Dimensions 1600mm wide, 970mm high at the back width 640mm costing £896.00 plus VAT and delivery



The cost of for all benches would be £2787.00 plus VAT and delivery. As permission would need to be obtained from Kent County Council to install these benches an application will need to be made as soon as possible to ensure that permission is obtained in time.

In addition to the proposed installation of benches the Civic Manager is in negotiation with ASDA to fix temporary VE Day flags on the wall above the Silhouettes and also provision of a French Market to set up in the Town Centre from 7th – 10th May 2020. Both these activities have the potential to provide additional income in the sponsorship of a flag and a license fee for the market to potentially off-set some of these costs.

As a National Celebration we will also try to co-ordinate with the District Council and County Council for potential funding and promotion of the events around the town. In 2018 a great opportunity was missed to create a 'Visitors Guide to Memorials' around the District which we have time to implement this year.

Toni Roast