

# Swanley Town Council

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

Tel: 01322 665855

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

## SUMMONS

Date 3<sup>rd</sup> September 2020

Dear Member

You are hereby summoned to attend an Extra General Meeting meeting of the **Town Council** at the **Council Chamber, St Marys Road on Wednesday 9<sup>th</sup> September 2020 at 7:30pm** or at the conclusion of the public participation session.



Mr S Nash  
CEO / Town Clerk

### **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.

**This will be a virtual meeting using the ZOOM app.**

Join Zoom Meeting

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Meeting ID: 846 2207 1686

Passcode: 556184

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Passcode: 556184

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### **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. To receive Apologies for Absence
2. To receive Declarations of Interest
3. **SWANLEY RUGBY CLUB – SEE APPENDIX A**  
To consider recommendations made by Cllr Horwood for the clubs relocation to the Recreation Field
4. **CLARIFICATION OF DELEGATED OF POWERS – SEE APPENDIX B**  
To confirm procedures prior to agreements

If you would like further information on any of the agenda items, please contact Mr Stephen Nash, on 01322 665855 or [snash@swanleytowncouncil.gov.uk](mailto:snash@swanleytowncouncil.gov.uk)

#### Council Members:

Mayor Cllr L Dyball

Leader Cllr M Horwood

Cllr S Andrews

Cllr J Barnes

Cllr J Domigan

Cllr C Lee

Cllr A Skipper

Cllr L Ball

Cllr G Darrington

Cllr M Foster

Cllr V Letchford

Cllr J Tuckfield

Cllr C Barnes

Cllr P Darrington

Cllr J Griffiths

Cllr T Searles

#### Leadership Group:

Cllr M Horwood

Cllr L Ball

Cllr J Barnes

Cllr P Darrington

Cllr L Dyball

## APPENDIX A

### SWANLEY RUGBY CLUB

Swanley Town Council strongly supports Swanley Rugby Club, and notes the amazing progress they have achieved for their men's team and the development of both their women's and children's teams. We also welcome the charitable work they do for the local community.

The Council recognises that the Rugby Club has requested that they move to the Recreation Ground, due to the uncertainty around their current facilities, and their concern about the huge investment required on their proposed pitch in Swanley Park. With the Rugby season potentially going to start this month, and considering their league promotion, they urgently require a suitable pitch and facilities to accommodate their league requirements.

That Swanley Rugby Club (goalposts and line markings) be moved to the Recreation Ground immediately until June 2021, subject to the terms below:

1. That the Town Clerk consults with the existing hirers of the football pitches to ensure their teams are satisfactorily accommodated on one pitch, including access to the changing rooms, over the course of a weekend. The Town Clerk consults with the Leadership Group about how to resolve any requests or concerns if any should arise.
2. That the Town Clerk discusses with Swanley Rugby Club how they can work with him to improve the state and appearance of the changing facilities at the Recreation Ground. That grant funding be requested to support any improvement works.
3. That the amount of rent to pay be delegated to discussions between the Town Clerk, the Rugby Club and the Leadership Group. Should the amount of rent not be agreed between those parties, the Rugby Club be charged £333.33 per full calendar month (pro rata of £4k per annum) until the matter is brought before full council, and that a suitable rate of rent is then agreed based on other similar sports bookings. No additional charges will be made for the preparation of the pitch (lines or rugby posts).
4. Swanley Rugby Club will be responsible for inserting simple rope and poles/posts to prevent access the pitch during a match, as may be required by their league.
5. The Town Council will continue to work with Swanley Rugby to find a permanent and suitable home to match their ambitions for their own facilities and a club house.
6. The Council reconsiders the terms of this motion in June 2021, when this motion expires.
7. The Town Council to trial the use of providing a chargeable bar and food provision in the Clocktower Pavilion or Alexandra Suite, when available and requested by the Rugby Club, to support their matches. The Council would expect this arrangement to, at the very minimum, meet the costs of providing this by the Town Council.

## **APPENDIX B**

### **Clarification of delegated powers**

1. That the Town Clerk is not to sign any legal agreements relating to the short or long-term leasing of town council premises, land or facilities without the agreement of the Leadership Group or Full Council.
2. In the first instance the Town Clerk should consult with the Leadership Group on any proposed plans to propose any new, amendments to, terminate, or not renew existing leases.
3. The Town Clerk provide a summary of all leases that he has signed since January 2020 to the date of this meeting (Weds 9<sup>th</sup> September), with details of what has been agreed.
4. The Town Clerk inform the Leadership Group of all requests from the outset to enter into a lease agreement from third parties relating to the leasing of town council premises, land or facilities.