

Swanley Town Council

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

Tel: 01322 665855

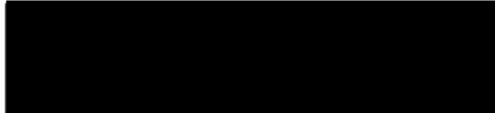
www.swanleytowncouncil.gov.uk

ESTATES AND FACILITIES

Date 15th April 2021

Dear Member

A meeting of the above committee will be held via Zoom on **Wednesday 21st April 2021 at 7:30pm** or at the conclusion of the public participation session.



Mr R Hayman
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.

This will be a virtual meeting using ZOOM app, members of the public that wish to speak at or observe the meeting please register with sbarnbrook@swanleytowncouncil.gov.uk or call 01322 665855 by 10.00am on Wednesday 21st April 2021.

Swanley Town Council is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81169462964?pwd=RIq2SmdRaDRITktYNS9zclpuOWN6Zz09>

Meeting ID: 811 6946 2964

Passcode: 497402

One tap mobile

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Dial by your location

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+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

Meeting ID: 811 6946 2964

Passcode: 497402

Find your local number: <https://us02web.zoom.us/j/keFEtPVKSC>

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 20th January 2021.

4. PARKS AND OPEN SPACES MANAGER REPORT – Appendix A

To comment on the report and ask questions of the Manager.

5. THE ALEXANDRA SUITE AND THE OLYMPIC VENUE MANAGER REPORT – Appendix B

To comment on the report and ask questions of the Manager.

6. LITTER AND FLY TIPPING UPDATE

Cllr J Griffiths to provide a verbal update.

DATE OF NEXT MEETING – Wednesday 21st July 2021.

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

To: Estates & Facilities Committee

From: George Brooker - Park & Open Spaces Manager

Date: 21st April 2021

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

Swanley Park and Open Spaces

3.1 Park Performance


Friday the 2nd of April saw one of the Parks main attractions, the Boating Lake, reopen whilst the remaining activities returned on the 12th, as the relaxation of lockdown measures continues.

A new booking system has been put in place to allow users to book the Splash Pool, whilst restrictions are still in place. This will not go to waste once the pools restrictions are completely lifted, as online bookings will be made available from the 17th of May, for users to book the Soft Play.

A ticket machine has been installed in the New Barn Road Car Park and has had an extremely positive impact on the amount of car parking related issues. A second ticket machine is being considered for The Birches.

Bookings for the new Soft Play "The Barnyard" are well underway and the party packages have gone live for customers to book sessions.

For further information or to book please email: swanleypark@swanleytowncouncil.gov.uk

Cow Package	Sheep Package	Pig Package
		
2 Hours exclusive hire of Soft Play Exclusive hire of party room Invitations Music Bring your own party food and Birthday Cake	2 Hours exclusive hire of Soft Play Exclusive hire of party room Invitations Music Choice of hot or cold food platters Cold platter: Sandwiches/Crisps/Fruit/Salad Hot Platter: Chicken Nuggets/Sausages/Burgers (all hot food served with chips) Unlimited squash	2 Hours exclusive hire of Soft Play Exclusive hire of party room Invitations/Party Bags Pig soft toy per child Music Choice of hot or cold food platters Cold platter: Sandwiches/Crisps/Fruit/Salad Hot Platter: Chicken Nuggets/Sausages/ Burgers (all hot food served with chips) Unlimited squash Ice cream
£8.00 Per Child	£12.00 Per Child	£15.00 Per Child

- Minimum number of children is 15 per party. Maximum capacity is 30 children and 15 adults at any one time.
- We can cater for any special dietary requirement or food allergies

3.2 Planned Developments

The new area that was created to house The Plunge and the Hand Boat Pool has been completed, with the astro turf being fitted and the Hand Boat Pool being finished. The area is now open to users and is already proving to be popular in its new area.



The male toilets have been finished with a complete refurbishment undertaken and they have received lots of positive feedback. The second ladies toilets are nearing completion and are expected to be opened in readiness for the May bank holidays.



The Barnyard Soft Play Centre is nearing completion, with a few works left to carry out on the unit and final decorative touches to be made to the building. Signs have been ordered for the outside of the building to clearly indicate to customers the location of the centre, and new park maps are being ordered.



3.3 Appointments

The start of April saw the appointment of 25 part time Park Rangers. To start in readiness for the summer season. All staff have undergone appropriate training.

Two part time Park Supervisors have been appointed as well as a part time Assistant Park Manager, Jack Youens, this is to ensure the smooth operations of the Park's activities.

3.4 Park Events

Planning for 1812 and Family FunFest are well underway. With hopes that as lockdown restrictions will be completely relaxed this annual event will be the busiest in its history. Bethany Willson, the Office and Soft play Manager will be organising this event and has said "I am really looking forward to the challenge, we hope to provide a much needed positive event to the residents and visitors of Swanley."

Luna Cinema is also returning on the 6th, 7th and 8th of August, in comparison to previous years these dates are more fitting as they are in the School holidays. With the hope more visitors will be in attendance.



3.5 COVID -19

Last year we obtained the COVID-19 “we’re good to go” award. Being one of the first sites in the UK to achieve this status has increased confidence in the public and visitors and enticed them back to the park. We are still keeping up with the ever changing government guidelines and restrictions, making sure the workplace is COVID-19 compliant where possible.



We continue to promote this and are ensuring all staff and visitors do all they can to follow the government’s advice.

3.6 Swanley New Barn Railway (SNBR)

Swanley New Barn Railway have also been able to open due to the easing of lockdown measures. SNBR opened on the 12th of April and are very pleased to be back open and serving the customers of Swanley Park.

The Railway are currently only offering round trips, from their main station and are complying with social distancing measures by segregating families with an empty carriage between.

The Railway are currently planning to host their annual gala on the 17th and 18th of July. This year will celebrate the 35th year of the SNBR.

Works have also taken place to ensure the railways buildings are maintained with new fire doors booked in to be installed and some new electrics added.

3.7 Café & Ice Cream Concession

The Café has continued to be a popular choice for Park users over the past year. Seating outside the front of the café is now allowed, with a takeaway only service in place.

The electric supply for the Ice cream van has been fitted. This now means that the engine is no longer needed to operate the Ice cream machine, fridges, freezers and till.

4 Conclusions

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

George Brooker

Parks & Open Spaces Manger

To: Estates & Facilities

From: Kerina Keir

Date: 21 April 2021

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

3.1 THE ALEXANDRA SUITE

The Venue is now hosting the second phase for vaccinations, we are very much involved in assisting DGS and The Cedars, ensuring vaccinations are run efficiently.

As we approach the 21st June 2021, which will enable us to open as a party venue again, we are busy taking enquiries, bookings and dealing with our existing customers.

Our Christmas dates have been decided and our first party night, scheduled for July 2021, is selling well.



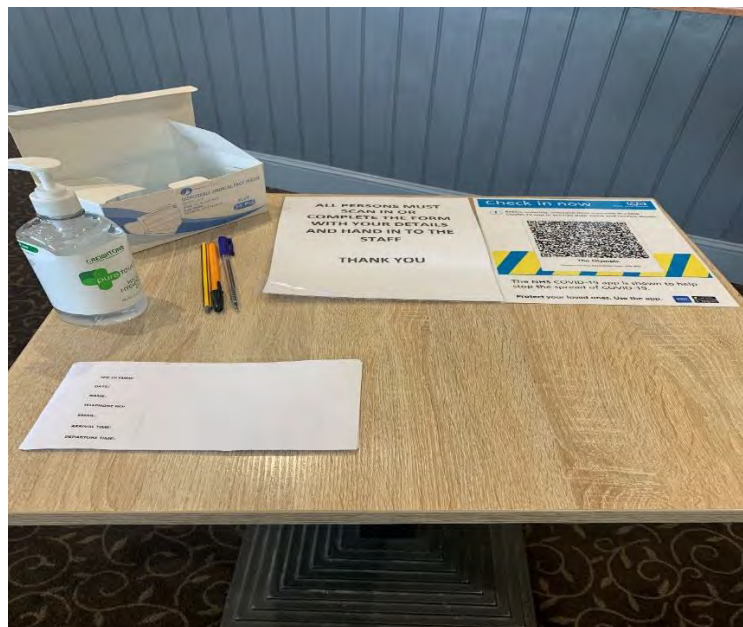
3.2 THE OLYMPIC

We have finally opened again and are offering outside drinking/eating on our decking area. We were fully booked on the 12th April 2021 and served food/drink throughout the day.

We have welcomed The Noypichef to serve food to our customers which is proving very popular.

We have secured a new hiree, a carpenter who due to Covid-19 times has set up by himself and will be renting the golf office from 1st May 2021.

The snooker players are desperate to get back to us, and we will be able to accommodate them from the 17th May, as per the government roadmap along with rule of six returning to inside the venue.



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.

Kerina Keir

Venues Manager