

Swanley Town Council

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

Tel: 01322 665855

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 19th November 2025

Present:

Members	Present	Apologies	Reason
Chair: Cllr M Horwood		✓	Work Commitments
Deputy Chair: Cllr P Brown	✓		
Cllr G Darrington	✓		
Cllr P Darrington	✓		
Cllr J Ferrari	✓		
Cllr C Prestedge	✓		
Cllr L Taylor	✓		
Cllr E Uttley	✓		
Cllr R Wood	✓		

Officers: Chief Executive Officer (CEO) – Ryan Hayman
Senior Executive Assistant – Adele Farrier
Executive Assistant – Marisa Levy
Responsible Finance Officer (RFO) – Stephen Innes

Also Present: Cllr S Durden, Cllr J Ettridge

Public: NONE PRESENT

MEETING COMMENCED: 19:08

12432 APOLOGIES FOR ABSENCE

Cllr M Horwood

12433 DECLARATIONS OF INTEREST

NONE

12434 MINUTES OF PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 22nd October 2025.

APPROVED AND SIGNED

12435 TO RECEIVE THE MONTHLY FINANCES

Civic Centre

4084 Minibus – It was mentioned by Cllr G Darrington that government reviewing of the restrictions on driving licences for minibus may improve usage.

4605 Netball - £656.70 was queried but it was confirmed by the RFO that they had recently been invoiced for £2,500 and this would appear in November figures.

4911 Donations - £40 was donated by a kind resident of Swanley as a thank you and appreciation for the floral display within the town.

4001 –

4607

4900

7600 legal Fees - for the surveys required on the nine assets for transfer following devolution.

Alexandra Suite

4078 Car Parking

7800

Olympic

Cllr J Ferrari noted on recent visits to the Olympic the site had been closed. IT was advised that the Olympic could be closed due to private function, all staffing resources reallocated to cover the Alexandra Suite and Swanley Town Council's Firework Night1

Swanley Park

7800 Repairs & Maintenance - £605.51 for repairs and replacing the broken water heater in the ladies toilet at the park.

RFO commented that the income revenue for the park was at £465,853.42 which had already exceeded the total from last year if £429,899.18 due to a successful summer this year.

7804 Materials - £112.47 for the concrete and cement to secure in the pagoda being built at the park.

7012 Security

Housing Stock

Cllr G Darrington commented that it was pleasing to see that the housing stock for this year was all on target and doing well.

CEO added that all the five departments at Swanley Town Council to date were in profit

Swanley Link

Swanley Link is currently without a manager and the position vacancy is currently open via KCC till 30 November and to date we have received 10 applications.

7001 Pensions

Estates

4209 Trolleys – Income from the trolleys has increased tremendously over the past six months. We had budgets £14,000 and to date we are on £22,120.

CEO advised that our Neighbourhood Operative has a new van and this will make collecting trolleys even easier going forward.

5021 Equipment/ Machinery Repairs £418.66 – For general repairs to the John Deere mower.

Payments Out

Debtors & Creditors

RESOLVED – accepted reports A/B/C/D/E/F/G/H/I/J

Date of next meeting – Wednesday 21st January 2026

MEETING CLOSED AT: 19:42

SIGNED:

19/11/2025

**Cllr P Brown
Deputy Chair of Policy and Finance**