

Swanley Town Council

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

Tel: 01322 665855

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 18th February 2026

Present:

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

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

Also Present:

Public: NONE PRESENT

MEETING COMMENCED: 19:03

12440 APOLOGIES FOR ABSENCE
NONE

12441 DECLARATIONS OF INTEREST
NONE

12442 MINUTES OF PREVIOUS MEETING
To approve as correct the Minutes of the Meeting held on Wednesday 19th November 2025.
APPROVED AND SIGNED

12443 TO RECEIVE THE MONTHLY FINANCES

Civic Centre

4084 Minibus – It was noted that the minibus is performing under budget this is due to refunds having to be issued for the vehicle breaking down, repairs to tailgate and the rugby, our biggest booker, not having the away games to use it. We are currently in discussion with Scouts to use the minibus for visits to their Farningham Woods site. The minibus will also be used by the Twining Association for their trip to France in May 2026.

5044 Sports Court Expenditure - £460.42 is for the annual Lawn Tennis Association membership.

7804 Materials – £807.37 Is for the final materials required for the fencing at the Dog Training Centre. This project has now been completed.

7809 Premises Expenses (Oaks) - £1,145.00 – For the suspended ceiling at the Oaks Doctors Surgery.

19:10 Cllr Evie Uttley entered meeting

Alexandra Suite

7001 Pension – Is showing as over budget and it was explained that this was due to staff allocations transferring from Civic to Alexandra Suite budget for salary and pensions.

Olympic

4116 Entertainment Income £650.32 - This is from the income generated from the pool table and fruit machines, which is split 50/50 between the Olympic and AMS.

4100 Bar Income – Is a lower income than last year due to overall lower footfall at the venue. For example, on the weekly Quiz Nights the number of teams entering has dropped by half.

4609 Snooker Income – £2,515.01 Continues to steadily increase and it was noted that it is higher than same period last year.

Swanley Park

7351 Travel - £54.75 Mileage expenses for market research trip to games exhibition in London for the Park Team.

7800 Repairs & Maintenance - £1,502.66 Is for various materials need to make repairs at the park to the guttering and flower beds. It also includes the costings for the gas/oil removal and disposal.

Overall, this year the park has performed well and has done better over the winter months compared to previous years, the soft play has also improved from January 2025

Estates

4608 Football Pitch Hire – No income is shown as we have been unable to hire out the pitches due to the recent bad weather which has left them unusable.

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

Date of next meeting – Wednesday 18th March 2026

MEETING CLOSED AT: 19:26

SIGNED:

18/03/2026

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