

SNODLAND TOWN COUNCIL

AMENITIES & RECREATION COMMITTEE

18 JANUARY 2018

Committee Members present:	Cllrs D Keeley (C), Mrs D King (VC), Mrs B Brown, Mrs D Crook, Mrs L Downes, P Hickmott, A Keeley and Mrs K Mordecai-Woolf.
Council Members present:	Mrs K Sowten (Chief Executive) and Miss E Jones
Members of the public:	Present

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Cllrs Mrs S Bell, Mrs B Keeley and P Misy.</p>
2.	<p><u>Declaration of Interests</u></p> <p>There were no declarations of interest.</p>
3.	<p><u>Minutes - To agree the minutes of the meeting held on 16 November 2017</u></p> <p>The minutes of 16 November 2017 were agreed as a correct record.</p>
4.	<p><u>Questions from the public</u> (<i>Members of the public are advised that they may speak for up to three minutes</i>)</p> <p>A member of the public raised the matter of a streetlight near his home which had not been in operation for 2 years and asked the Committee why this was the case? The CEO explained that this particular streetlight had been omitted from KCC's last phase of streetlights which were converted to LED and she gave her assurance that this street light would be included in the next phase, which was due to be completed in March 2018.</p>
5.	<p><u>To receive a report from Christmas in Snodland including the date for next year's event</u></p> <p>The CEO reported that Christmas in Snodland was a big success and that the change of location from the Pavilion Café to Rocfort Road car park worked well. The assembly of Santa's grotto proved problematic due to its various sections and components and it was agreed that a wooden shed would be a simpler structure to assemble in the future. The shed is now being utilised in the cemetery for storage purposes.</p> <p>0345 RESOLVED – to use a wooden shed for Santa's grotto in future events and utilise the existing plastic shed in the Cemetery.</p> <p>The CEO advised the Committee that the last Saturday in November this year fell on 24th November and that this seemed a bit early to hold the Christmas in Snodland event. She advised that the following Saturday fell on 1st December and it was agreed that this was a more agreeable date for the Christmas event.</p> <p>0346 RESOLVED – that Christmas in Snodland be held on Saturday 1st December 2018.</p>

<p>6.</p> <p>0347</p>	<p><u>MUGA – To consider costs relating to the replacement surface, consultancy for completion of business plans and funding option appraisals</u></p> <p>The CEO advised the Committee that in order to give full consideration and to give the Council a complete, unbiased overview for the proposed new 3G surface in the MUGA, she recommended that a consultancy firm carry out a comprehensive Business Plan and Funding Options Appraisal. They would carry out an informed assessment of the affordability and ongoing viability of the facility. The work would be carried out over a 4 week period and would cost £1,275 excluding VAT.</p> <p>In order to gain a clearer indication of any available funds, Cllr Hickmott asked the CEO to explain the earmarked reserves and capital reserves which she did. She advised that other expenditures would need to be made during the next 3 months and recommended that she would have a more accurate figure at the end of the financial year.</p> <p>RESOLVED – to appoint the Consultancy firm to undertake the Business Plan and Funding Options Appraisal to gain a clearer understanding of feasible options available to the Council.</p>
<p>7.</p>	<p><u>To consider and if agreed accept quotation for the replacement play equipment for Nevil Park and Recreation Ground</u></p> <p>The CEO showed the Committee plans of the proposed play equipment to be located at Nevil Park and the Recreation Ground from 2 companies.</p> <p><u>Nevil Park</u></p> <p><u>Company A – 28733.23 Company B - £26037.47 plus preliminaries £5456.15 (this cost is for both sites).</u></p> <p>The CEO explained to the Committee that she had requested that the companies supply diverse play equipment that children would enjoy using.</p> <p>She advised that Company A had confirmed that they never discontinue products. Company B stated that they could obtain parts but did not confirm that products were never discontinued. Company B's preliminary/welfare costs (heras fencing, container, site welfare, removal of spoil) were rather high. She confirmed that the wooden posts would have metal bases which would protect them from rotting and all the timber would be treated. Company A use Bonded rubber Mulch under all equipment with additional shock pads for swings; Company B use wet pour under most equipment but only single layer grass mat under timber trim trail type items.</p> <p><u>Recreation Ground</u></p> <p><u>Company A - £19710.45 Company B - £17004.08 plus preliminaries £5456.15 (this cost is for both sites).</u></p> <p>The CEO advised that 2 new pieces of equipment were being sourced for the Recreation Ground. The original swings and scale of justice would remain in the play area and the old climbing frame had been removed. A new climbing frame and another piece of equipment was earmarked to be purchased for the playing area - a log swing for multiple use, sourced by Company B (not manufactured by them), looked a favourable piece of equipment but felt that the climbing unit</p>

	<p>quoted was too small. The CEO advised that a larger climbing unit would not fit into the play area along with the Multiple log swing. The CEO suggested that the log swing may be located in the playing field at a later date when the fencing is removed.</p> <p>RECOMMEND – to appoint Company A to supply the equipment for Nevil Park and the Recreation Ground (excluding the Air Rider) with a view to purchasing the log swing directly from the manufacturer in the future.</p>
<p>8.</p> <p>0348</p>	<p><u>To receive a report on emergency health and safety work completed at the Cemetery Lodge</u></p> <p>The CEO reported that concerns were raised regarding the polystyrene tiles on the ceiling of the cemetery lodge. The CEO appointed Peter David Associates to remove the tiles under urgent Health and Safety works in order to safeguard the property in the case of a fire. Following removal of the tiles, the ceiling was in a poor condition and was over boarded with plasterboard and left clean and tidy. The CEO advised that the ceiling and walls needed to be plastered and the living room re-decorated – smoke and CO2 alarms would also need to be fitted.</p> <p>RESOLVED – to obtain quotes to undertake the necessary work at the Cemetery Lodge.</p>
<p>9.</p>	<p><u>To report on a further attempted break-in at the Cemetery</u></p> <p>The CEO reported that another attempted break-in had taken place at the Cemetery yard building on Christmas Eve. Luckily, nothing was taken as the alarm sounded and the offenders left. The offenders cut the Cemetery gate chain and the fence surrounding the football pitch and the footballers hut was consequently broken into and sweets and snacks were taken. They also managed to get into the Bowls Club grounds by climbing on top of the letter box. The CEO advised that between 27th December and 1st January, intruders returned to the Cemetery yard building and tried to gain access via the roof by removing a few tiles, again without success.</p> <p>The CEO advised that the gate leading from Potyns to the cemetery yard is old and a suitable solution to try and devise a locking system for it was not feasible. The CEO has requested a quote for a replacement gate made from palisade fencing similar to the Bowls Club with a heavy duty lock.</p> <p>The CEO advised that the Council's CCTV was very good but only the police were privy to seeing it due to data protection policies.</p> <p><i>Lift Standing orders</i></p> <p>A member of the public suggested that in order for local organisations who have been burgled to have the opportunity to view CCTV footage, perhaps the police could invite them to look at it with them when an offence occurs.</p> <p><i>Re-instate standing orders</i></p> <p>The CEO suggested that if the football and bowls clubs installed a CCTV system at their locations, it could be linked with the Councils current CCTV system to allow each other to view footage after a criminal incident had occurred.</p>

<p>0349</p> <p>0350</p>	<p>RESOLVED – that the football and bowls club link their CCTV to the Council’s CCTV ports (at their own costs) so that all the areas footage can be viewed and a shared data agreement could be drawn up;</p> <p>RESOLVED – for a new gate and lock to be installed at the Cemetery Yard.</p>
<p>10.</p>	<p><u>To report on Street Light Maintenance</u></p> <p>The CEO reported that she had been experiencing some technical and financial issues with the current street light maintenance engineers. She advised, therefore, that she would be using the services of KCC for the interim period to assist with the maintenance of 6 outstanding issues that need to be maintained. The new LED programme for the remaining street lights is currently being scheduled by the KCC contractor and should be completed before the end of March.</p> <p>The CEO advised that a KCC meeting is being held shortly and she is hoping that the issue of a future maintenance contract with them can be arranged for the next financial year.</p>
<p>12.</p> <p>0351</p>	<p><u>Correspondence</u></p> <p>The CEO advised that an e-mail had been received from Snodland Town Football Club requesting to use Potyns sports fields to host the Snodland Town Football Club Tournament to be held on 16th and 17th June 2018.</p> <p>RESOLVED – Snodland Town Football Club to use Potyns sports fields for the STFC Tournament.</p>

There being no other business, the meeting closed at 8.40pm.