

## HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL  
Tel/fax: 01474 709441  
E mail: [hartleypc@hotmail.com](mailto:hartleypc@hotmail.com)

8<sup>th</sup> April 2004

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on Tuesday 20<sup>th</sup> April 2004 commencing at 7.30 p.m. at the Pavilion, Manor Field.

Yours sincerely

Julie Hoad  
Proper Officer

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### AGENDA

**1. Apologies**

To receive apologies for absence.

**2. Minutes**

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 3<sup>rd</sup> March 2004 as a correct record (annexed).

**3. Declarations of Interest**

To receive Members declarations of interest.

**4. Cricket at Manor Field**

To receive reports from the New Ash Green CC and Hextable CC.

New Ash Green CC has informed the Council that its application to play League cricket at Manor Field during the forthcoming season has been accepted subject to a number of minor comments, (1) the square requires de worming, (2) a small depression in the outfield needs filling and, (3) sight screens and covers need to be moved from New Ash Green to Manor Field.

**5. Football at Manor Field**

To receive a report from the Hartley De Sales FC.

Hartley De Sales FC has informed the Council that it requires one senior pitch and one junior pitch for the 2004/05 season to accommodate 4 teams.

**6. Meopham Cricket Club**

To receive a report from the Meopham Cricket Club.

**7. Routine Maintenance Contract**

(a) Time sheet for March 2004

The external auditor has recommended that the check list, completed by the contractor under the terms of the Routine Maintenance Contract, is reported to the Council or relevant Committee. As a result, the Amenities and Open Spaces Committee is requested to consider the time sheet for March 2004 in respect of the visual inspection undertaken as part of the routine maintenance contract for the Council's open spaces (Annexed).

(b) To consider quotations received in respect of the Routine Maintenance Contract. The current contract is due to complete on 31<sup>st</sup> May 2004.

## 8. Manor Field and the Pavilion

### (a) Entrance

To consider a letter from the owner of the strip of land at the entrance to Manor Field confirming they have no objection to the Council's proposal to provide a new kissing gate and to widen the existing field gate. The owner has requested confirmation that the cost of the works will be borne by the Council.

### (b) Vertical blinds

The Committee is requested to consider the provision of vertical blinds to the full height windows and doors in the Pavilion overlooking the field.

### (d) Line marking equipment

To receive a report on the demonstration of line marking equipment.

### (e) Vandalism

To consider a report on the recent vandalism at Manor Field and to confirm the emergency action to clear away the damaged sight screen, goal post and bench.

### (f) Kissing gate between Foxborough Wood and Manor Field

The land owner of Foxborough Wood has informed the Council that it will be necessary to either lock the gate one day per year or display suitable notices to ensure the footpath does not become an established footpath.

### (g) Meter cupboard

To consider a quotation to repair the electric meter cupboard.

## 9. Rectory Meadow

(a) To consider a letter from the Rural Payments Agency advising the Council that in order to make the payment of claims as efficient as possible, the Agency uses the BACS payment method as its preferred choice. Under the terms and conditions of the Countryside Stewardship Scheme the Council is eligible to receive a grant for work carried out at Rectory Meadow upto the year 2011.

The Committee is requested to consider whether the Council wishes to receive payment of the grant by the BACS payment method.

(b) At the meeting of the Amenities and Open Spaces Committee held on 3<sup>rd</sup> February 2004, the Clerk was asked to make an informal approach to the landowner of the Old Rectory, in respect of his offer to donate an area of woodland to the Council. A letter sent to the last known address of the landowner has been returned to the Council.

The Committee is requested to note the report.

(c) To consider a letter from the North West Kent Countryside Project in respect of proposals to seek funding from the Rail Link Countryside Initiative to erect fencing on the boundary of the woodland and the perimeter of Ash Road.

### Background document:

*Rectory Meadow file: Letter dated 18<sup>th</sup> February 2004 from the North Kent Countryside Project*

## 10. Billings Hill Shaw

(a) At the last meeting the Committee considered an offer received in respect of the purchase of an area of woodland located at Billings Hill Shaw, to the west of Hartley Grange.

The Council has received advice from Sevenoaks District Council in respect of the development potential of the land. The Planning Officer has confirmed the site is located within the Green Belt and covered by a tree preservation order. As the site is not part of a residential curtilage and does not form part of the residential curtilage of neighbouring properties, the site would be considered woodland/amenity land. A change of use application would be required to use the area as residential curtilage and for any other residential purpose and as such would be determined in accordance with local plan policies. The Planning Officer has advised that the change of use to residential is considered to be inappropriate development in the Green Belt and any forthcoming planning application of this nature would likely get an unfavourable outcome. If any new owner used the land as it currently is and no change of uses occurs, then no application would be required. These comments are an Officer opinion and do not constitute a formal decision by the Local Planning Authority.

In light of the advice received from the Planning Officer, the Committee is requested to reconsider the offer to purchase an area of woodland located on Billings Hill Shaw.

Background document:

*BHS file: Letter dated 24<sup>th</sup> March 2004 from SDC*

**11. Gorse Wood**

(a) To consider a letter from a resident whose property is located adjacent to woodland owned by the Council. The resident informs the Council that he has recently noticed cracks in the brick and plaster to their property and as a result, instructed a firm of Chartered Surveyors to inspect and report on the cracks. The report expresses concern about the trees located adjacent to the property on land owned by the Council and the owner has requested the trees are pruned and pollarded as recommended in the surveyor's report.

(b) To consider a complaint received from a resident of Porchester Close about the amount of dumped rubbish in the wood particularly where properties at Porchester Close border Gorse Wood.

**12. Pond**

To consider a letter from the builder responsible for the recent diesel spillage in the pond, enclosing a copy of a letter from the Environment Agency to the builder.

The letter from the Environment Agency confirms attendance on site following the diesel spillage on 1<sup>st</sup> March 2004 and in response to a complaint from the Parish Council. The Agency established that a lorry delivering goods to an address in Church Road ran over a wooden stake and pierced its fuel tank. The Agency reported it was evident that efforts had been made to clean up the diesel that had run out into the road.

The Agency confirmed that the pond is classified as "uncontrolled" by the Water Resources Act 1990, but it considered the presence of diesel represented a risk to other "controlled" waters, such as groundwater and negotiated a clean up of the pond, which was duly carried out by the builder. The Agency now believes the risk of further pollution has been reduced and therefore will not be pursuing further enforcement action.

In light of the above the builder has informed the Council that he is satisfied with the clean up process, but has stated he would be pleased to meet with the Council.

The Committee is requested to consider the views and actions of the Environment Agency and the builder, and to consider whether it wishes to take any further action.

### 13. Allotment

(a) To note a letter of thanks from the owner of the property on Woodlands Avenue bordering the allotments, in respect of the recent fence repairs undertaken by the Council.

(b) Rents for the allotments for 2004/05 are due on 1<sup>st</sup> October 2004. In accordance with the rental agreement, 12 months notice is required of any increases in the rent due to the Council. Notice was given on 1<sup>st</sup> October 2003 that the rents would be increased on 1<sup>st</sup> October 2004 in line with inflation. The Committee is requested to confirm that the rent for the hire of the allotments for the year 2004/05 should be increased by the rate of inflation.

### 14. Public Right of Way SD 302

To receive a report on proposals to install a new gate and kissing gate on SD302 to prevent the access of motorbikes.

### 15. Playgrounds

#### Safety surface renewal

(a) To note that the safety surface renewal has been completed below the roundabout at the Woodland Avenue play area.

(b) To consider seeking quotations for renewing a further safety surface below the slide at the Woodland Avenue play area.

### 16. Date of the next meeting

#### List of circulated documents

1. Minutes of the meeting of the Amenities and Open Spaces Committee held on 3<sup>rd</sup> March 2004.
2. Time sheet for March 2004.

#### Committee Membership

Cllr Barnett (ex officio)  
Cllr Mrs Oxtoby  
Cllr Mrs Solman  
Cllr Ward

Cllr Gaywood (ex officio)  
Cllr Sewell  
Cllr Tremain

