

**MINUTES OF THE MEETING OF  
THE COMMUNITY FACILITIES WORKING GROUP HELD ON  
27th May 2004 AT 6.00 p.m. AT THE COMMUNAL HALL IN THE SHELTERED  
HOUSING ACCOMMODATION AT WELLFIELD**

Present: Cllr Mrs J Burns - Chairman  
Cllr Mr B Ramsay  
Cllr Mr V Sewell

In attendance by invitation: Linda Hogan (Association of West Kent Tenants)  
Vera Kirkham (West Kent Housing Association)  
Keith Mandy (West Kent Housing Association)

In attendance: Mrs Gilder (Assistant Clerk)

**1. Apologies for absence**

Apologies had been received from Cllr Mr C Alford.

**2. Election of Chairman**

RESOLVED:

On the proposal of Cllr Sewell and seconded by Cllr Ramsay that Cllr Mrs Burns be elected Chairman of the Community Facilities Working Group until the Annual Meeting in May 2005.

**3. Terms of Reference**

The Working Group reviewed its Terms of Reference.

RESOLVED:

That the Terms of Reference of the Community Facilities Working Group as circulated with the agenda be approved.

**4. Minutes of the previous meeting**

RESOLVED: That, the minutes of the meeting of the Community Facilities Working Group held on 1st April 2004 be approved and signed as a correct record.

**5. Declarations of Interest**

There were no declarations of interest.

**6. Bulk Refuse Collection Service**

The Working Group NOTED that the additional bulk refuse collection stop in Caxton Close will commence on 10th July 2004 and it was

**7. Notice Board**

The Group NOTED that the new noticeboard has now been installed at Wellfield.

**8. Dog Bins**

The Group NOTED that the new dog bin on the grassed amenity land at the junction of Hawthorns and Brambledown has now been installed.

**9. Playground Area**

At the previous meeting of the Community Facilities Working Group, it was recommended that Hartley Parish Council formally apply to Sevenoaks District Council for a licence to use the area of grassed land off Caxton Close for a children's play area.

Cllr Ramsay reported that no response had been received from Sevenoaks District Council and confirmed that he would pursue the issue with the District Council.

#### **10. Proposed development to former garage site – Pitfield, Hartley**

Keith Mandy was welcomed by the Working Group.

Mr Mandy explained the history of the former garage site – problems with vandalism eventually leading to the demolition of the garage units for health and safety reasons and informed the Group that West Kent housing propose to build 4 (2 bed) shared ownership units for affordable housing.

The Working Group welcomed the idea of shared ownership creating affordable housing for local people.

Linda Hogan suggested the possibility of holding a public meeting for residents to be invited to express their views on the proposal.

The Working Group supported this suggestion and Keith Mandy agreed to liaise with Vera Kirkham and Linda Hogan to arrange for a meeting to be held in the Sheltered Housing Communal Hall at Wellfield in order for residents to view the plans and to voice their opinions.

#### **11. Community Group**

During the previous meeting of the Community Facilities Working Group Vera Kirkham and Linda Hogan had agreed to approach residents to gauge their interest in the possibility of forming a Community Group to facilitate a grant application to provide funding for the provision of a youth shelter on the Woodland Avenue recreation ground and any future projects.

Vera Kirkham informed the Group that the Tenants Representative had identified a group of residents willing to assist with the formation of a Community Group acting as a core group to set things up and then drawing in other residents to assist.

#### **RECOMMENDED:**

That the names of the interested parties be obtained from the Tenants Representative and the Assistant Clerk be asked to write to them to obtain confirmation that they are willing to form a Community Group.

#### **12. To consider any other issues affecting the Working Group**

At the previous meeting of the Community Facilities Working Group, Cllr Ramsay had agreed to pursue negotiations with Sevenoaks District Council over the possibility of holding weekly advice sessions on housing benefits at the Wellfield Community Room with the services of an Outreach Housing Benefits Officer.

A letter was sent to the Head of Financial Services at the District Council and Cllr Ramsay informed the Group that the reply received advised that whilst the Benefits Team is looking to provide advice at sites outside Sevenoaks, Hartley would not be considered as a possible site in the immediate future.

The Group was very disappointed with this response and Cllr Ramsay agreed to pursue negotiations with the District Council as a matter of urgency.

**13.Date of next meeting**

To be confirmed

The meeting closed at 6.55p.m.

Signed:.....  
Chairman

Date:.....