

HARTLEY PARISH COUNCIL

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23rd September 2004

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on Wednesday 29th September 2004 commencing at 7.30 p.m. at the Pavilion, Manor Field.

Yours sincerely

Julie Hoad
Proper Officer

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 1st September 2004 as a correct record (Annexed).

3. Declarations of Interest

To receive Members declarations of interest.

4. Football at Manor Field

(a) To receive a report from the Hartley De sales FC.

(b) Hartley De Sales FC – Fees for the 2004/05 season

To consider a report on fees charged in previous seasons and to confirm the fees due from Hartley De Sales Football Club for the 2004/05 season. (Annexed)

5. Financial Statement

To receive and note the summary of receipts and payments indicating the net position of the Council's open spaces and Manor Field Pavilion (Annexed).
Supporting documentation: summary of receipts and payments, and listings of receipts and payments for the allotments, open spaces and Manor Field Pavilion (Annexed).

6. Manor Field and the Pavilion

(a) Vertical Blinds

At the last meeting of the Amenities and Open Spaces Committee a recommendation was put to the Council that the quotation from Hillarys for the sum of £299.00 to supply and fit vertical blinds inside the recess of the full height windows and doors in the Pavilion overlooking the field be accepted.

This recommendation was approved by the Council at the Council meeting on 13th September 2004.

The Committee had previously agreed to have the blinds fitted on the outside of the recess but felt that this would not be practical.

Hillarys have confirmed that if the order is to be changed then four blinds will be required rather than the originally quoted two and the cost would be doubled.

In light of this information, the Committee is requested to consider a course of action.

(b) Line Marking

To receive a report from the Chairman and to note a report on the cost of the paint required to mark out the two pitches at Manor Field. (Annexed).

(c) Electricity charges for the pavilion

To note a letter from Seaboard Energy advising that electricity prices will be increased from 13th September 2004 and to note a report on the effect of the increase. (Annexed).

(d) Asbestos Survey

At the last meeting of the Amenities and Open Spaces Committee it was agreed that the Clerk be asked to seek quotations from three suitably qualified consultants to undertake a type II asbestos survey on the Pavilion at Manor Field.

It is hoped that these quotations will be available for consideration at the meeting.

(e) Electrical socket in storage cupboard

To consider a quotation from NRS Technical Services Ltd for the sum of £65.00 + VAT to supply and install 1 x double surface socket in the storage cupboard at the pavilion so that the line marker can be charged before use.

7. Rectory Meadow

Grass cutting

To receive a report on the grass cutting that took place on 22nd September 2004.

8. Gorse Wood

(a) Rubbish clearance

To consider quotations received in respect of the removal and disposal of two bmx tracks which have been created in Gorse Wood.

(b) Trees

At the last meeting of the Amenities and Open Spaces the Committee considered a letter from a resident of Gorsewood Road whose property adjoins woodland owned by the Parish Council at Gorse Wood, enquiring whether the Council has any plans to coppice or trim back any of the trees in Gorse Wood as several overhang his property.

The Committee agreed that a tree surgeon be requested to visit the site and to consider any recommendations at the next meeting.

It is hoped that the tree surgeon will have inspected the site by the time of this meeting and that his findings can be reported.

(c) BMX Track

To receive a report on sources of funding for a possible BMX track.

9. Pond

To receive a report from the Chairman following a meeting with the BCTV Pond Warden on 16th September 2004.

Enquiries have been made with the Local Heritage Initiative and it would appear that funding may be possible for the renovation of the pond. The Committee is requested to look at the grant guidelines attached with this agenda and to consider whether it is viable to pursue this source of funding.

10. Routine Maintenance Contract

(a) To note that the inspection of football posts has been added to Mr Munday's Routine Maintenance Contract.

11. Hartley Green

At the last meeting of the Amenities and Open Spaces Committee a recommendation was put to the Council that a new bench be purchased for Hartley Green with the cost being met from the Council's General Fund.

This recommendation was approved by the Council at its meeting on 13th September 2004 up to a sum of £500.00 for the supply and installation of the bench.

A quotation has been requested from Mr Munday for the installation of the bench and it is hoped that this will be available for consideration at the meeting.

The Committee is requested to consider the style of bench to be purchased.

12. Chantry Avenue

(a) In February 2004 the Committee considered letters from a resident of Chantry Avenue in connection with trees located on the Chantry Avenue recreation Ground, which are allegedly obstructing light to their property. It was resolved that the Council take no action to reduce the height of the three horse chestnut trees and that a review of the Council's management of its trees take place after a period of six months has elapsed.

At the last meeting of the Amenities and Open Spaces Committee it was agreed that the Clerk be authorised to obtain quotations to pollard the trees.

It is hoped that these quotations will be available for consideration at the meeting.

(b) In June 2003, the Committee considered a letter received from a resident in connection with a boundary dispute between his property and the recreation ground. The owner claimed that the existing fence between the two properties was the responsibility of the Parish Council. Legal advice received from the District Council confirmed that ownership and responsibility of the fence is not clear. Under the circumstances, the Parish Council offered to meet 50% of the cost of repair but the owner responded that he was not in agreement with this offer.

In November 2003, the Committee considered another letter received from the resident enclosing extracts from Land Registry. The Committee was satisfied that the information provided by the resident did not conclusively prove that the Council had any liability for repair and maintenance of the fence between the recreation ground and his property.

The Council informed the resident that until such time as he is able to provide sufficient evidence to substantiate his claim the Council stands by its original

offer to bear 50% of the cost of repair as a gesture of goodwill. The resident responded that he was not in agreement with this offer.

It has recently been noted that some sections of the fence have been repaired by the resident and the Committee is requested to consider whether to bear the cost of the repair of the remaining three sections of the fence that are still in need of attention.

At the last meeting of the Amenities and Open Spaces Committee it was agreed that a quotation be invited from Mr Munday to undertake repairs to the fence and that the matter be reconsidered at this meeting.

It is hoped that the quotation will be available for consideration at the meeting.

(c) During the routine playground inspections, it was noted that the seat and handles of the frog spring at the Chantry Avenue playground were badly damaged. Quotations had been requested both for the repair and replacement costs of the frog spring.

It was hoped that these quotations would be available for consideration at the last meeting of the Amenities and Open Spaces Committee but they were not received by the time of the meeting and it was agreed that Mr Munday be requested to make safe the frog spring.

Since the last meeting it has been noted that the motorbike spring has also been the subject of some vandalism and quotations have been requested both for the repair and replacement costs of the frog spring and motorbike spring.

It is hoped that these quotations will be available for consideration at the meeting.

(d) To consider a letter from a resident of Chantry Avenue informing the Council that a tree surgeon will be felling a tree on Friday 1st October 2004 and requesting the Council's permission to gain access to the recreation ground.

13. Allotments

To consider the allotment rents for the year 2005/06.

14. Longfield Hill

(a) At the last meeting of the Amenities and Open Spaces Committee it was agreed that 1 no Fido 25 dog bin in dark green, suitable for fixing to a fence be purchased for the sum of £69.53 + VAT, plus 1 no banding kit to fit a 70 to 100mm diameter fence post for the sum of £9.98 and 1 no appropriate power tool kit for the sum of £5.86.

It has since been noted that there is no fence at Longfield Hill suitable for the dog bin to be attached to and it would therefore be necessary to purchase a bin with a post.

In light of this the Committee is requested to consider cancelling the previous order and purchasing 1 no Fido 25 dog bin in dark green with a post and Ground Lock System at a cost of £145.71 + VAT plus 1 no installation tool at a cost of £21.61 + VAT. Fitting would be an additional cost.

(b) To consider seeking quotations for the repair of the vandalised notice board at Longfield Hill.

15. Playground Safety Inspection Reports

To note a report on what action has been taken since the last meeting following the safety inspection reports undertaken by RoSPA on 16th July 2004.

16. To receive and note the Kent County Playing Fields Association Newsletter Summer 2004 edition. (Annexed).

17. Community Paths Project & Rights of Way Improvement Initiative.

To consider a letter from Kent County Council dated 17th September 2004 detailing the Community Paths Project and the Rights of Way Improvement Initiative. (Annexed).

18. Date of the next meeting

Committee Membership

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

Cllr Gaywood (ex officio)
Cllr Sewell
Cllr Tremain