

## **HARTLEY PARISH COUNCIL**

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**4th November 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 10th November 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 29th September 2004 as a correct record (Annexed).

**3. Declarations of Interest**

To receive Members declarations of interest.

**4. Football at Manor Field**

To receive a report from the Hartley De sales FC.

**5. Cricket at Manor Field**

To receive a report from New Ash Green and Hartley Cricket Club.

**6. Cricket at Longfield Hill**

To receive a report from Meopham Cricket Club.

**7. Financial Statement**

To receive and note the summary of receipts and payments indicating the net position of the Amenities and Open Spaces Committee as at 4th November 2004.

Supporting documentation: summary of receipts and payments, and listings of receipts and payments for the allotments, open spaces and Manor Field Pavilion (Annexed).

**8. Manor Field and the Pavilion**

(a) Asbestos survey

To receive a report on quotations received in respect of commissioning a type 2 asbestos survey on the Pavilion (Annexed).

(b) Line Marking

To receive a report on the cost of line marking (Annexed).

(c) Electrics

The order to provide an additional double socket outlet in the cupboard has been placed and the work will be carried out shortly. The PIR unit above the entrance is not working the electrical contractor has been requested to investigate and repair/renew unit as necessary. The Committee is requested to confirm the Clerk's action and authorise the additional expenditure.

**9. Health and Safety**

To receive and note the playground visual inspection reports undertaken on a weekly basis from 6th August to 28th October 2004 (Annexed).

**10. Notice boards**

To consider a quotation for the following works to notice boards:

(a) Allotments notice boards

Supply ¾" ext ply signboard 4' x 2' with moulded frame, four coats of paint and sign written as instructed. Supply and concrete in 2 new 3" x 3" treated posts and fix sign. Labour £150, materials £50, total cost £200.

(b) Longfield Hill

Supply ¾" ext ply sign board 3' x 3' with moulded frame, paint and sign write as above plus laminated byelaws glued to surface. Treat existing posts and install sign. Labour £70, materials £25, total £95.

**11. Playgrounds**

(a) To receive and note an updated report on what action has been taken since the last meeting following the safety inspection reports undertaken by RoSPA on 16th July 2004. Attention is drawn to the safety surfaces at Chantry Avenue and in particular the safety surface below the junior swing which is currently lifting. (Annexed).

(b) To consider a quotation from RSS Ltd to replace the two springer units located in the Chantry Avenue playground.

Supply replacement MEHO polythene frog springer top	302.00
Supply replacement MEHO polythene motorbike springer unit	456.00
Labour ½ day	175.00
Carriage	<u>£75.00</u>
Total	£1,008.00 plus VAT

(c) The swing seat at Woodland Avenue playground has been vandalised and is in need of urgent replacement. The Clerk has requested T D Munday order and fit a replacement seat. The Committee is requested to confirm the Clerk's actions and authorise the additional expenditure.

**12. Gorse Wood**

(a) A quotation has been received in respect of pollarding the trees located at Gorse Wood currently overhanging private property at Heathfield, Gorsewood Road. In order to comply with the Council's financial regulations an alternative quotation will be required.

(b) To note the rubbish and holes formed to create a BMX track have been removed but that the youth are once again making efforts to reform the track. The Committee is requested to consider how this ongoing problem may be overcome.

### **13. Rectory Meadow**

To note that due to poor support from local residents, the Sunday volunteer work days organised by the North West Kent Country side Project have been stopped. The NWKCP intend to program the required days into their own midweek program and so utilise their regular volunteers.

### **14. Chantry Avenue**

To consider quotations in respect of pollarding the three horse chestnut trees located at Chantry Avenue as set out below:

(a) Austin Treework

Pollard 3 no horse chestnut trees to a height of 4 m, remove and dispose of arisings £220.00 plus VAT.

(b) Above the Canopy advise that “the trees would be damaged if a reduction or a pollard were to be undertaken at this stage. Such work would be unnecessary and could reduce the longevity of the trees. The trees would be mutilated and re grow with poor form and unsightly silhouettes. The wounds imposed would be potential entry points for wood decaying fungi.”

If the decision was made to carry out some works they would advise the following work be carried out:

To crown thin by approximately 20%. (Crown thinning is the removal of side lateral branches and does not effect the overall height of the tree). To remove any significant basal growth and epicormic trunk growth up to the first main fork. To carefully section felled to a workable ground level. The stump to be cut flat in the same plane as the surrounding ground. The stump to be treated with Root Out to prevent regeneration. (Root out does not guarantee success the first time and a further application may be required.) All arisings to be shredded and removed from site. Cost to carry out the work £250.00 plus VAT.

### **15. Hartley Green**

To receive a report on the installation of a new bench at Hartley Green.

### **16. Hartley Wood**

To receive a progress report on the application to designate Hartley Wood as a Village Green.

### **17. Woodland Avenue**

The timber gate post adjacent to the kissing gate at the south end of the playing field is defective and is fouling the opening of the gate. Mr Munday has been requested to investigate and undertake the necessary repairs. The Committee is requested to confirm the Clerk’s actions and to authorise the additional expenditure.

### **18. Date of the next meeting**

#### **List of circulated documents**

1. Minutes of the meeting held on 29th September 2004
2. Financial Statement
3. Report on asbestos survey
4. Report on line marking
5. Playground visual inspection reports 6th August to 28th October 2004

Committee Membership

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

Cllr Gaywood (ex officio)  
Cllr Sewell  
Cllr Tremain