

**MINUTES OF THE MEETING OF THE AMENITIES AND OPEN SPACES COMMITTEE HELD
ON 20th JULY 2005 AT 7.30 p.m. AT THE PAVILION, MANOR FIELD**

Present: Cllr Mr A Barnett (Chairman)
Cllr Mrs Oxtoby
Cllr Mr V Sewell
Cllr Mrs Solman (*arrived at 7.40 p.m.*)

In Attendance: Mrs J Hoad (Clerk)
Mr A Gray (Hartley De Sales FC)
Mr V John (*arrived at 7.55 p.m.*)
1 member of the public

1. Apologies for absence

Apologies had been received from Cllr Mr J Gaywood, Cllr Mr A Tremain, Cllr Mr C Ward, and Mr D Thompson (Hartley De Sales FC).

2. Declarations of Interest

Cllr Mrs A Oxtoby declared a personal and prejudicial interest under minute item 10 (a), 10 (b), 10 (c), 10 (d) and 10 (e) in respect of matters relating to Hartley Wood, as her private residence is located adjacent to the wood and withdrew from the meeting during discussion and voting on the items.

Cllr Mr V Sewell declared a personal interest under minute item 13 (c) in respect of the graffiti problem at the Pavilion, as the company he works for supplies anti graffiti products.

3. Minutes of previous meetings

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 2nd June 2005 be approved and signed as a correct record.

Cllr Mrs Solman arrived at 7.40 p.m.

4. Football at Manor Field

Mr Gray tabled a schedule setting out the requirements of the Football Association in relation to size of the pitches and the size of the goal posts for various age groups ranging from U7 upto U18.

To comply with FA requirements, it was confirmed that U15's and U16's require the pitch size to be not less than 75 yds x 45 yds and not greater than 90 yds x 60 yds. The Committee considered the available space between the cricket square and the hedge, and agreed that there was sufficient width to layout a pitch in the region of 55 yards. The football club requested the pitch be set out as long as possible.

Hartley De Sales FC confirmed their fixtures are due to start on Sunday 18th September 2005. The Club intends to field the following teams at Manor Field for next season:

2 x U18 – Senior pitch

U16 – New pitch (in front of the Pavilion)

U13 and U12 – Junior pitch

The Committee briefly considered moving the senior pitch by approximately 10 feet in order to accommodate an extra wicket requested by the cricket club. This would require

the bramble running along the western boundary of Manor Field to be cut back and moving the football sockets of the senior pitch.

Hartley De Sales FC offered to set out each of the three pitches and thanked the Council for its continued support.

RESOLVED: That, (1) the purchase of new football posts, 8' high x 24' long and sockets for the new football pitch at a cost of £381.66 plus VAT be approved, (2) the Clerk be authorised upto a sum of £100 to make arrangements for the removal of the redundant football posits stored in the container and the five aside posts locked at the rear Calor Gas compound, (3) the offer from Hartley De Sales FC to set out and initially mark out each of the three football pitches be accepted, (4) the quotation for the sum of £200 plus VAT to install 4 no new sockets (new sockets to be supplied by the Council) for the new football pitch be accepted, (5) prior to the installation of the sockets Hartley De Sales FC be invited to agree the position of the new pitch.

5. Cricket at Manor Field

New Ash Green and Hartley Cricket Club

New Ash Green and Hartley CC confirmed it was almost certain the Club would not require the facilities at Manor Field next season, stating that the Club would either by folding or merging with another club. They stated a number of reasons for reaching this decision; reducing membership, costs for hiring the facilities and maintaining the square, lack of members willing to undertake the pitch preparation, condition of the outfield and the Pavilion was not conducive to attracting new members. The Cricket Club suggested the Council may wish to consider the installation of an artificial wicket.

The Committee expressed its surprise and disappointment over the decision taken by the Cricket Club. The Committee had some concern over recovering the outstanding fees due from last year, which were to be paid back over the next two years. The Cricket Club confirmed that its constitution stated that should the Club be dissolved all of its assets would be realised to pay off its debts and any surplus would be distributed to the Club members.

Mr Gray and Mr John left the meeting at 8.15 p.m.

6. Cricket at Longfield Hill

It was reported that the Clerk and Mr Wade, Meopham CC, had met a representative from EDF Energy on 1st July 2005 to discuss arrangements for the provision of an electrical supply to the container. EDF Energy require others to provide a brick or block built housing to receive the electricity supply and duct work to be laid from the existing telegraph pole to the new housing and from the housing to the storage container. EDF Energy has provided a quotation of £293.84 including VAT to install a new electrical service.

RESOLVED: That (1) Meopham Cricket Club be asked to obtain costings for the new housing and ductwork required by EDF Energy and (2) enquiries be made with the Planning Authority over whether the new structure requires planning permission.

7. Financial Report

RESOLVED: That, the financial report indicating the net position of the allotments, open spaces and the Pavilion as at 14th July 2005 attached as appendix 1 to these minutes be received and noted.

8. Health and Safety

The Committee examined the reports in respect of the routine maintenance contract and the weekly visual playground inspection checklists and noted that the issues surrounding the repair of the fence at the Chantry Avenue recreation ground had not yet been resolved with the resident of Bramleys.

- (a) RESOLVED: That, the time sheets in respect of the routine maintenance contract for the months of March, April and May 2005 be received and noted.
- (b) RESOLVED: That, the playground inspection reports from 10th February to 5th May 2005 be received and noted.

9. Kent County Council Member Community Scheme

The Committee considered whether there were any projects suitable for funding through the Kent County Council Member Community Scheme, but did not come forward with any suggestions.

10. Hartley Wood

(a) It was reported that an e mail dated 14th June 2005 had been received from the Council's insurers confirming that they are able to offer public liability cover in respect of the three donated plots of land whilst all matters, as set out in the minutes of the meeting held on 2nd June 2005, page 5, minute item 15, are being addressed by the Council and that such cover will be subject to their standard policy terms, conditions, exclusions and the limit of indemnity of £5,000,000.

RESOLVED: That, the e mail be noted.

(b) The Committee examined a letter from a company of land surveyors explaining how they would identify the plots of land owned by the Council in Hartley Wood.

RESOLVED: That, further quotations be sought for the survey work in line with the method proposed by the company of land surveyors in 10 (b) above.

(c) The Committee examined a letter dated 20th June 2005 from a arboriculturalist outlining his approach to undertaking an arboricultural survey of trees located on the plots of land owned by the Council in Hartley Wood.

RESOLVED: That, further quotations be sought.

(d) It was reported that investigations are ongoing to trace the owner of two further plots of land in Hartley Wood. This information is awaited by the Council's solicitor before an application can be made to the Land Registry for possessory title of the plots of land in Hartley Wood where there are no known owners.

RESOLVED: That, the report be noted.

(e) It was reported that the application for village green status on part of Hartley Wood has been lodged with Kent County Council. Before the application may be progressed, a further document is required to be witnessed by a solicitor, which should be completed shortly.

RESOLVED: That, the report be noted.

11. Football Fees 2005/06

The Committee considered the fees to be charged to Hartley De Sales FC for the hire of the football pitches at Manor Field next season.

RECOMMENDED: That, the following fees for the hire of the football pitches for the 2005/06 season, as set out below, be approved:

2 x U18's @ £280 per team	560.00
U16 team	280.00
U13 team	250.00
U12 team	<u>250.00</u>
Total	£1,340.00

12. Manor Field

(a) The Committee considered a proposal to replace the vandalised stile located on SD 215 between Manor Field and the adjoining cultivated field with a new kissing gate. The Public Rights of Way Officer has informed the Council that this may be funded by Kent County Council, but due to width constraints the new gate would have to be offset by about 45 degrees into Manor Field, thus projecting onto land owned by Messrs H F & J H Glover.

RESOLVED: That, (1) the provision of a new kissing gate on SD215 offset by 45 degrees into Manor Field be supported and (2) Messrs H F & J H Glover be informed of the proposal.

(b) The Committee considered reducing the height of the beech hedge surrounding the car park at Manor Field to a more manageable height for maintenance purposes.

RESOLVED: That, a quotation be sought from Mr Munday to reduce the height of the hedge to 7 feet.

13. Pavilion

(a) The Committee examined a report and quotation from RNID in respect of the supply and installation of an induction loop system in the Pavilion. The Committee considered that the installation would only provide limited benefits for those attending Council meetings with hearing difficulties and that the cost of installing the system would be beyond the means of the Council. This being the case, the Committee considered it would be unreasonable for the Council to proceed with the works. The Committee noted there were other products on the market that could assist those with hearing difficulties but agreed such products may not be popular

RESOLVED: That, the report be noted and no further action be taken.

(b) The Committee examined the condition of the changing rooms.

RESOLVED: That, quotations be sought for the redecoration of the home and away changing rooms, the toilet and the referee's changing room.

(c) It was reported that the brickwork and windows of the Pavilion and the storage container had been subjected to a graffiti attack. Mr Munday's attempts to remove the graffiti using the Council's graffiti kit have not been successful. The Committee examined technical literature relating to and the cost of anti graffiti products manufactured by Sika and Fosroc.

The Clerk reported that Sevenoaks District Council is willing to supply the Council and the Community Warden with a graffiti kit and that the District has a graffiti team who, for a nominal charge, would be willing to remove graffiti.

RESOLVED: That, advice be sought from Sevenoaks District Council on the removal of graffiti from the Pavilion and the storage container.

14. Chantry Avenue

The Clerk read a letter from the resident at Bramley's, Ash Road expressing his concern that no action had been taken by the Council to repair the close boarded fence between the recreation ground and Bramleys. The Committee was reminded that legal advice had been sought on the matter and this advice had concluded that the ownership of the fence was unclear. The Council had offered to undertake certain repairs to the fence, on the basis that the resident accepted that the Council was not responsible for its future maintenance. The resident had refused to accept these terms and this being the case, no future action had been taken by the Council. The resident had also made the Council aware of rubbish dumped on recreation ground.

RESOLVED: That, (1) Mr Munday be asked to remove the dumped rubbish from the recreation ground, (2) a letter be written to the resident of Bramley explaining why no further action had been taken by the Council and (3) the owner of the adjoining field be made aware that the fence between his property and the recreation ground was damaged and that people were trespassing onto his property.

15. Hartley Green

(a) It was reported that the bollard on the corner of Hartley Green had been damaged.

RESOLVED: That, the arrangements be made for the bollard be re set in concrete.

(b) It was reported that during the recent works at Castle Hill, contractors employed by British Telecommunications had stored plant and materials on Hartley Green without the Council's permission. The Committee considered a number of measures to prevent vehicles from gaining access to the Green.

RESOLVED: That, further consideration of the matter be deferred.

16. Pond

The Committee considered the condition of the pond and its surrounding area and in view of the money spent on the pond by the Council in the past, questioned whether any further expenditure could be justified. It was suggested that the pond could be developed into a wetland and would benefit from the trees and surrounding shrubbery being cut back.

The meeting was adjourned at 9.50 p.m. to receive the views of a local resident, who explained that she had collected the signatures of 180 residents requesting some attention be given to the pond. The resident supported converting the pond into a wetland, but stressed water must be permitted to drain off the road. She confirmed that a volunteer had come forward to renovate the duck house at no charge.

The meeting resumed at 9.55 p.m.

RESOLVED: That, the report be noted.

17. Date of next meeting

Wednesday 21st September 2005 at 7.30 p.m.

The meeting closed at 10.00 p.m.

Signed:.....

Date:.....

APPENDIX 1

Hartley Parish Council
Summary of Receipts and Payments
 Amenities and Open Spaces

Cost Centre	Receipts		Payments		Net Position
	Estimated	Actual	Estimated	Actual	Underspend (+) /Overspend (-)
5 Allotments	300.00	35.15	700.00	126.49	308.66
6 Open Spaces	2,790.00	212.50	25,550.00	5,786.58	17,185.92
7 Manor Field Pavilion	1,200.00	140.00	6,125.00	2,488.76	2,576.24
NET TOTAL	4,290.00	387.65	32,375.00	8,401.83	20,070.82
Total for ALL Cost Centres		52,304.15		41,920.84	
V.A.T.		816.50		4,198.14	
GROSS TOTAL		53,120.65		46,118.98	

