

HARTLEY PARISH COUNCIL

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24th February 2006

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on Thursday 2nd March 2006 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. Declarations of Interest

To receive Members' declarations of interest.

3. Minutes

(WHITE)

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 19th January 2006 as a correct record (annexed).

4. Football at Manor Field

To receive a report from the Hartley De Sales FC.

5. Cricket at Manor Field

(a) To consider a quotation from Mr S Glover to roll the field using a 4 tonne steel water ballast roller for the sum of £150 plus VAT.

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

6. Cricket at Longfield Hill

(a) To receive a report from Meopham Cricket Club.

(b) A quotation in respect of the fence repairs required at Longfield Hill has been invited and it is hoped will be available for consideration at the meeting.

(c) To consider a quotation from ASAP Autos for the sum of £50 to adapt the hinge of the gate to the ground to prevent the gate from being lifted off its hinges.

7. Financial Report (LIGHT BLUE)

To receive and note a financial report indicating the net position of the allotments, open spaces and Pavilion as at 24th February 2006 (annexed).

8. Playgrounds (CREAM)

(a) To consider a play area inspection report undertaken by RoSPA on 13th February 2006 (annexed).

(b) At the last meeting of the Committee, it was agreed that a quotation be sought for the supply and laying of turf around the safety surface below the slide at Longfield Hill and for sealing the gaps between the existing safety tiles with mastic. One quotation has been received. In order to satisfy the Council's financial regulation 11.1 (b), which states that if the value of the contract is expected to exceed £310 upto £3,000, two written quotations should be sought. As a result an alternative quotation is being sought and it is hoped will be available for consideration at the meeting.

(c) To consider a report on the purchase of a wet pour repair kit (annexed).

9. Woodland Avenue

To consider a request from a company known as Showtime Amusements to hire the Woodlands Avenue recreation ground for a family fun fair in the summer. The proprietor has provided a list of references, two of which, Rustington Parish Council and Bramshott and Liphook Parish Council have been contacted. Both Councils were very happy with the event and have booked the fair again for this summer.

10. Health and Safety (LIGHT GREEN)

To receive and note the time sheets in respect of the routine maintenance work for the months of December 2005 and January 2006 (annexed).

11. Manor Field (DARK BLUE)

(a) To consider a letter dated 1st February 2006 from Messrs H F & J H Glover in respect of the Committee's proposal to install a chain barrier at the entrance to the field to prevent unauthorised vehicular access (annexed incl plan).

(b) At the meeting of the Special Projects Working Group held on 3rd February 2006, it was agreed that Messrs H F & J H Glover be asked whether they had any objection to the boundaries at Manor Field being cleared of bramble. To note a letter has been written to Messrs H F & J H Glover and a response is awaited.

12. Pavilion

(a) A quotation has been received in respect of the installation of a PIR operated floodlight to be fitted to the lighting column in the car park to illuminate the path leading to the Pavilion. In order to satisfy the Council's financial regulation 11.1 (b), which states that if the value of the contract is intended to exceed £310 upto £3,000, two written quotations should be sought. The Committee is requested to consider whether it wishes to seek an alternative quotation.

(b) At the last meeting of the Amenities and Open Spaces Committee held on 19th January 2006 it was agreed that the cleaner of the Pavilion be asked if he would be willing to submit a quotation for undertaking the testing and cleaning regime of the water services as advised by Bayley Environmental Services Ltd.

(c) To consider seeking a quotation from the cleaner to wash down the walls of the hall and the corridor in the Pavilion.

13. Rectory Meadow

(a) To consider a letter congratulating the Council's success in designating Rectory Meadow as a Local Nature Reserve and asking whether the Council intends to use the area for the scattering or interment of ashes.

(b) To consider the installation of a bench on Rectory Meadow.

(c) To consider making arrangements for a formal gathering to celebrate the designation of Rectory Meadow as a Local Nature Reserve and that representatives from English Nature, North West Kent Countryside Project, Rail Link Countryside Initiative, Sevenoaks District Council and the press.

14. Hartley Wood

(CREAM)

To consider a letter dated 10th February 2006 from Kent County Council enclosing a letter dated 2nd February 2006 from consultants, Hephher Dixon, acting on behalf of the London Borough of Southwark in respect of the Parish Council's application to designate land at Hartley Wood as a village green (annexed).

15. Lay by

(a) The chestnut poles retaining the earth bank in the layby next to the burial Ground have been damaged probably caused as a result of vehicles hitting them whilst parking. The Committee is requested to consider whether it wishes to seek quotations to effect repairs.

(b) To consider a quotation from Austin Treework for the sum of £180.00 plus VAT to fell the Lawson Cypress tree located in the layby at the rear of the Garden of Remembrance which is in a serious state of decline due to the surrounding Leylandii trees. The quotation includes for removing a drooping branch of an Ash tree located in the closed church yard.

16. Gorse Wood

The Probation Services have confirmed they would be willing to attend site to undertake further rubbish clearance. The Probation Services would require a skip at a cost of £121.00 plus VAT for an 8 yard skip and the provision of a portable toilet at a daily cost of £60.00 plus VAT. The Committee is requested to consider whether it wishes to make such arrangements.

17. Kent County Playing Fields Association

(WHITE)

To receive and note the Playing Field (annexed).

18. Dog waste bin

To consider a request from a local resident for the installation of a dog waste bin at the end of Beechlands Close where it enters Hartley Wood.

19. Trees

To consider a proposal from Cllr Mr A Tremain for the Council to formulate a policy on trees in the parish with a view to seeking tree preservation orders where deemed appropriate.

20. Date of next meeting

List of circulated documents

Copies of all documents listed below are available for inspection in the Parish Office

1. Minutes of the meeting held on 19th January 2006 (WHITE)
2. Financial report indicating the net position of the allotments, open spaces and Pavilion as at 24th February 2006 (LIGHT BLUE)
3. Play area safety inspection dated 13th February 2006 (CREAM)
4. Report on the purchase of a wet pour kit (CREAM)
5. Time sheet for December 2005 and January 2006 (LIGHT GREEN)
6. Letter dated 1st February 2006 from Messrs H F & J H Glover and enclosure (DARK BLUE)
7. Letter dated 10th February 2006 from Kent County Council (CREAM)
8. Letter dated 2nd February 2006 from Hepher Dixon (consultants acting on behalf of LB of Southwark) (CREAM)
9. The Playing Field (WHITE)

Committee Membership

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

Cllr Gaywood (ex officio)
Cllr Sewell
Cllr Tremain

