

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
Tel/fax: 01474 709441
E mail: mail@hartleyparishcouncil.org.uk

31st January 2007

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on Tuesday 6th February 2007 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 3rd January 2007 as a correct record. (Annexed).

4. Football at Manor Field

To receive a report from Hartley De Sales Football Club.

5. Financial Report

(BLUE)

To receive and note a financial report indicating the net position of the allotments, open spaces and Pavilion as at 30th January 2007. (Annexed).

6. Playgrounds

(CREAM)

To consider a quarterly operational report undertaken on 9th January 2007 by Ms M Cook of Craigdene Ltd on the Council's three playgrounds and action taken as a result of the report. (Both annexed).

7. Pavilion

(PINK)

(a) Fire risk assessment

To consider a report on action taken since the last meeting in respect of the Fire Risk Assessment recently undertaken on the Pavilion. (Annexed).

(b) Graffiti

To note that the Pavilion has been chosen to test the performance of graffiti paint. Sevenoaks District Council has offered to clean off the graffiti from the rear wall of

the Pavilion, apply anti-graffiti paint to the brickwork and test the effectiveness of the anti graffiti.

8. Manor Field

To consider quotations to cut back the hedge located on the northern boundary of Manor Field. It is hoped the quotations will be available at the meeting.

9. Allotment (GREEN)

(a) To consider proposed amendments to the tenancy agreement with allotment holders. (Annexed).

(b) To consider making arrangements for the clearance of bramble and rubbish from allotments 1 and 2.

10. Trees (CREAM)

To consider a report on recent emergency action undertaken on trees in Hartley Wood and Gorse Wood. (Annexed).

11. Pond

The Community Warden has approached the Council to ask if there would be any community projects in the parish that could be undertaken by the community wardens. Clearing out and tidying up the pond and surrounding area has been suggested, including repainting the duck house.

The Committee is requested to give this matter due consideration.

12. Hartley Wood (WHITE)

(a) To agree the extent of the treework to be undertaken in compartment one adjacent to the property known as Malvern, Gorsewood Road. (Annexed).

(b) To consider a report on the quotations invited in respect of the tree work recommended in the health and safety tree survey undertaken by Specialist Tree Services during October 2006.

13. 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 of the Amenities and Open Spaces Committee held on 3rd January 2007 **(WHITE)**
2. Financial report indicating the net position of the allotments, open spaces and the Pavilion as at 3rd January 2007. **(BLUE)**
3. Quarterly operational report undertaken on 9th January 2007 **(CREAM)**
4. Action taken as a result of the quarterly operational report undertaken on 9th January 2007 **(CREAM)**
5. Report on the action taken since the last meeting in respect of the fire risk assessment **(PINK)**
6. Tenancy agreement proposed amendments **(GREEN)**
7. Report on the emergency action taken in Hartley Wood and Gorse Wood **(CREAM)**
8. Report on extent of the treework to be undertaken in Hartley Wood **(WHITE)**

Committee Membership

Cllr Barnett
Cllr Harris (ex officio)
Cllr Sewell
Cllr Tremain

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

