

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

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18th June 2007

Dear Councillor

You are invited to attend a meeting of the Special Projects Committee to be held on **Friday 22nd June 2007** commencing at **9.30 a.m.** at **Parish Room, All Saints Church Centre, Ash Road.**

Yours sincerely

Julie Hoad
Proper Officer

AGENDA

Apologies

To receive apologies for absence.

1. Election of Chairman of the Special Projects Committee

To elect a Chairman of the Special Projects Committee until the Annual meeting of the Council in May 2008.

2. Election of Vice Chairman of the Special Projects Committee

To elect a Vice Chairman of the Special Projects Committee until the Annual meeting of the Council in May 2008.

3. Declarations of Interests

To receive Members' declarations of interests.

4. Minutes

(WHITE)

To approve as a correct record the minutes of the meeting of the Special Projects Committee held on 3rd April 2007. (Annexed).

5. Terms of Reference

To review the terms of reference of the Special Projects Committee, attached as appendix 1, as approved by the Council at its Annual meeting held on 14th May 2007.

6. Hoselands Green

(GREEN)

At a meeting held on 11th December 2006 the Council resolved to approve a recommendation, as amended, of the Special Projects Committee that, "the Parish Council take over ownership of the green area at Hoselands Green". The Committee is requested to consider a letter dated 16th May 2007 from the Professional Services Manager at Sevenoaks District Council setting out the terms and conditions attached to the transfer of the land. (Annexed).

Background document

Letter dated 22nd August 2006 from Parish Council to Head of Environmental and Operational Services, SDC

E mail dated 29th August 2006 from Senior Parking and Amenities Officer, SDC

Report entitled, "Retained Housing Estate Land" considered by SDC Cabinet on 26th October 2006

Letter dated 24th November 2006 from Professional Services Manager, SDC

Letter dated 18th December 2006 to Professional Services Manager, SDC

Letter dated 22nd March 2007 to Professional Services Manager, SDC

Letter dated 16th May 2007 from Professional Services Manager, SDC

7. Hartley Wood

(YELLOW)

At a meeting held on 16th April 2007 the Council resolved to approve a recommendation of the Special Projects Committee that, "the Parish Council proceed with its application, as amended, to seek village green status on the land owned by the London Borough of Southwark in Hartley Wood and that Southwark Council be informed of the Parish Council's action".

Southwark Council was informed of the Parish Council's intentions by letter on 27th April 2007. To date no response has been received.

Kent County Council has confirmed in a letter dated 3rd May 2007 that it is willing to accept the amended application, omitting the area of to the south of the landfill site. (Annexed).

The Committee is requested to consider a letter dated 8th May 2007 from Kent County Council requesting additional information on the application. (Annexed).

Background document

Report on Hartley Wood – 15th November 2006

Two e mails 23rd August 2006 and 13th September 2006 to the Principal Projects Surveyor, London Borough of Southwark Gorse Wood

Letter dated 21st November 2006 from Land Registry

Letter dated 18th December 2006 from the Council to Principal Projects Surveyor, Southwark Council

E mail dated 9th March 2007 from Southwark Council

Letter dated 27th April 2007 to Head of Development Team, Southwark Council

Letter dated 3rd May 2007 from Kent County Council

Letter dated 8th May 2007 from Kent County Council

8. United Reformed Church

To receive a report on a meeting with the members of the United Reformed Church.

Members of the Special Projects Committee meet with URC Trust Secretary and the Minister on 25th April 2007 in Hartley Library. The Trust Secretary reported that, due to pressure of work, no further progress had been made since their last meeting held on 6th July 2006, but that he would continue to keep the Parish Council informed of any developments.

9. Cherry Trees

At the last meeting of the Special Projects Committee it was resolved that "the Community Warden be asked to investigate the parking on the pavement in front of the shops at Cherry Trees."

The Community Warden has visited the area, but reports he had no powers to take any further action.

The issue regarding the removal of the road traffic island has been taken up by the Parish Council's Highways Committee and a response has now been received from the Transport Engineer at Kent Highway Services, who confirms he is unable to comment on improvements to the parking until a parking scheme has been drawn up, but states that Kent Highway Services would not be in a position to fund the works.

Background document

Letter dated 18th December 2006 to Sevenoaks Direct Services

Letter dated 8th February 2007 from the Council to Kent Highway Services.

E mail dated 9th May 2007 from Transport Engineer, Kent Highway Services.

10. Gorse Wood

(BLUE)

(a) The Committee is requested to note that Keith Mandy has since left West Kent Housing Association.

Background documents

E mail dated 15th January 2007 and attachments from West Kent Housing

E mail dated 9th March 2007 and attachment from West Kent Housing

(b) To receive a report on a meeting with the developer at Down Ampney.

Members of the Special Projects Committee met with the developer of the site at Down Ampney off Gorsewood Road on 25th April 2007 at Hartley Library. The developer was informed that the Parish Council had no desire to prevent vehicular access to the development site, but merely wished to ensure pedestrian access would be secured for residents to access the facilities in Longfield, particularly those requiring access to Lanagfel Primary School. Kent County Council has been informed of the outcome of the meeting and asked to proceed with its investigations in respect of the claimed footpath from Caxton Close to Gorsewood Road.

Kent County Council has informed the developer that under normal circumstances vehicles could not be driven on public footpaths, but in this situation private vehicular access would be permitted, although the surface would only be maintained by the County Council to a standard suitable for walkers and not vehicles.

The Council has since received notification that its application to designate the footpath through Gorse Wood from Caxton Close to Gorsewood Road as a public right of way has been accepted. (Annexed).

Background document

Letters dated 6th and 13th March 2007 from the developer at Down Ampney and the Clerk's response dated 8th March 2007

Letter dated 27th April 2007 to Kent County Council

Letter dated 12th April 2007 from Kent County Council to the developer at Down Ampney

Letter dated 6th June 2007 from Kent County Council

11. Community Warden

(PINK)

At the last meeting of the Special Projects Committee it was resolved that, "Kent County Council be informed that liaison with parish councils on a regular and structured basis should be incorporated into the job specification for Kent Community Warden."

The Committee is requested to note the response received from Head of Operations – Community Wardens, Kent County Council. (Annexed).

Background document

Letter dated 14th December 2006 and information leaflet on the principal accountabilities for Kent Community Wardens

Letter dated 10th May 2007 from Head of Operations, Kent County Council

Under the Public Bodies (Admissions to Meetings) Act 1960, it may be necessary to exclude the public from the meeting during consideration of agenda item 12, “New Burial Ground”, on the grounds that the likely disclosure of exempt information will prejudice the public interest by reason of the confidential nature of the business to be transacted.

12. New Burial Ground

To consider further the course of action available to the Council in respect of the covenants on the land at Manor Field.

13. Date of the next meeting

List of circulated documents

1. Minutes of the meeting of the Special Projects Committee held on 3rd April 2007 **(WHITE)**
2. Letter dated 16th May 2007 from the Professional Services Manager, Sevenoaks District Council **(GREEN)**
3. Letter dated 3rd May 2007 from Public Rights of Way Officer (Definition Team), Kent County Council **(YELLOW)**
4. Letter dated 8th May 2007 from Public Rights of Way Officer (Definition Team). Kent County Council **(YELLOW)**
5. Letter dated 6th June 2007 from Public Rights of Way Officer (Definition Team), Kent County Council **(BLUE)**
6. Letter dated 10th May 2007 from Head of Operations – Community Wardens, Kent County Council **(PINK)**

Committee Membership

Cllr C Alford
Cllr J Gaywood (ex officio)
Cllr Mrs Oxtoby
Cllr A Barnett
Cllr Mr M Harris (ex officio)
Cllr B Ramsay
Plus the Chairmen of the Amenities and Open Spaces Committee, Burial Grounds and Gardens of Remembrance Committee, Finance and General Purposes Committee and Planning Committee (ex-officio)

Special Projects Committee

Terms of Reference

To consider any projects referred to it by the Council and to report back after such investigations.

Delegated Powers

1. To seek any necessary advice.
2. To spend such monies as allocated by the Council.