

## 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](mailto:mail@hartleyparishcouncil.org.uk)

29<sup>th</sup> July 2008

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Monday 4<sup>th</sup> August 2008** commencing at **7.30 p.m.** at **Hartley Library, Ash Road.**

Yours sincerely

**Julie Hoad**  
**Proper Officer**

---

### AGENDA

**1. Apologies**

To receive apologies for absence.

**2. Declarations of Interests**

To receive Members' declarations of interests.

**3. Minutes**

**(WHITE)**

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 16<sup>th</sup> June 2008 as a correct record. (Annexed).

**4. Terms of Reference**

To consider an amendment to the Terms of Reference of the Amenities and Open Spaces Committee. (Annexed)

**5. Cricket at Manor Field**

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) Meopham CC reported the metal entrance gate at the Longfield Hill cricket ground had been lifted off its hinges and as a result motorbikes had accessed the ground. Furthermore the Cricket Club reported that the slamming post of the gate was not upright and required resetting.

The Committee is requested to consider a verbal quotation for the sum of £275 plus VAT from Remlap to undertake the necessary repairs and improvements.

**7. Football at Manor Field**

To consider a quotation for the sum of £ 205.00 to set out and mark 1 no full size football pitch and 2 no junior size football pitches.

*Background documents*

*[Letter dated 26<sup>th</sup> June 2008 from Landscape Services, KCC](#)*

## 8. Financial Report

(BLUE)

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 29<sup>th</sup> July 2008. (Annexed).

[Background document](#)

*Net financial position as at 29<sup>th</sup> July 2008*

## 9. Pavilion

### (a) Replacement taps

At a meeting of the Committee held on 6<sup>th</sup> May 2008 it was resolved that quotations be sought to replace the taps in the toilets and changing rooms with push operated taps.

The Committee is to consider the following quotations:

- Hartley Heating for the sum of £632.00 to supply and install 14 sets of push type taps (with automatic turn off).
- South Eastern Plumbers for the sum of £567.00 to isolate water supplies, remove existing taps and supply and install 14 self closing basin taps.

[Background document](#)

[Letter dated 22<sup>nd</sup> June 2008 from South Eastern Plumbers](#)

[Letter dated 28<sup>th</sup> May 2008 from Hartley Heating](#)

### (b) Conditions of hire of the Pavilion

(CREAM)

At the previous meeting the Committee reviewed the conditions of hire of the Pavilion and the emergency plan for the temporary responsible person. Proposed amendments to the documents, as discussed by the Committee at the meeting, have been circulated to Members for consideration.

The conditions of hire of the Pavilion and the emergency plan for the temporary responsible person have been amended incorporating views expressed by Members of the Committee and the Committee is requested to consider said amendments.

[Background documents](#)

[Conditions of hire](#)

[Emergency plan](#)

## 10. Manor Field

### (a) Meter cupboard

At the previous meeting of the Committee it was reported that a letter had been written to EDF Energy enquiring about the costs of relocating the meter onto land owned by the Parish Council in Hartley Burial Ground.

The Committee is requested to consider any response.

[Background documents](#)

[C://hpc1/mydocuments/Old PC Backup/My Documents/Amenities and Open Spaces/Meter cupboard spec](#)

[Letter dated 12<sup>th</sup> November 2007 to Messrs H F & J H Glover](#)

*Letter dated 12<sup>th</sup> December 2007 from Messrs H F & J H Glover*

*Letter dated 21<sup>st</sup> January 2008 from EDF Energy*

[Letter dated 3<sup>rd</sup> March 2008 from HPC to Messrs H F & J H Glover](#)

*Letter dated 13<sup>th</sup> March 2008 from Messrs H F & J H Glover*

[Letter dated 3<sup>rd</sup> June 2008 to EDF Energy](#)

[Letter dated 8<sup>th</sup> July 2008 to EDF Energy](#)

**(b) Access to Manor Field**

The Council has received a complaint from a resident about access to Manor Field. The resident has difficulty walking and claims the Parish Council is discriminating against him by not allowing vehicular access to the car park at Manor Field. He explained that he could not walk from the lay-by into Manor Field and that it would be too dangerous to use his wheelchair along Church Road. He has requested that the Council give consideration to the field gate at Manor Field being left open and unlocked during daylight hours to allow vehicular access to the car park.

The Committee is requested to give this matter due consideration.

**11. Playgrounds**

**(a) Woodland Avenue – playground refurbishment**

**(GREEN)**

To consider a report on the proposed refurbishment of the Woodland Avenue playground. (Annexed).

*Background document*

[Woodland Avenue playground report](#)

**(b) Chantry Avenue – playground**

At the previous meeting of the Committee it was reported that the safety surfacing below the cradle swing at Chantry Avenue had been vandalised and it was resolved that the Clerk be authorised to instigate the necessary repairs. Further vandalism has taken place and the area of safety surfacing requiring replacement has increased to approximately 3 m<sup>2</sup>. The Police and Community Warden have been informed.

Quotations have been sought from Safeplay and Wickstead.

The Committee is requested to note the report and confirm the Clerk's actions.

**12. Rectory Meadow**

(a) At the previous meeting of the Committee it was reported that the meadow had been affected by bramble and after some discussion on how the infestation could be eradicated, it was resolved that the matter be deferred pending further investigation.

The Committee is requested to give the matter further consideration.

(b) To receive and note the Botanical Survey report undertaken by the Kent Wildlife Trust. (To follow, if available).

**13. Hartley Wood**

**(a) Foul water discharge**

At the previous meeting of the Committee it was resolved that enquiries be made with Thames Water to establish what measures would be taken to ensure permanent repairs to the defective foul water drain running through Hartley Wood at the rear of Arclei, Simmons Drive.

Thames Water has confirmed that a camera survey of the drain identified a number tree roots affecting the drain which have been cut out. The drain is also affected by a build up of grease and fats and is scheduled for a de scale and clean, probably to be undertaken at the end of the financial year. However as the drain is running freely with no reported problems of late, the de scale and clean is likely to be a low priority.

*Background documents*

*Letter dated 15<sup>th</sup> February 2008 from a resident of Gorse Way – foul water discharge into Hartley Wood.*

*Asset location search Thames Water 2<sup>nd</sup> May 2008*

(b) Tree planting

To consider a draft specification in respect of a tree planting scheme on land owned by Hartley Parish Council next to the subway.

(c) Motorbikes

At the previous meeting of the Committee it was resolved that investigations be undertaken with Kent Highway Services to seek their views on proposals to install a motorbike inhibitor and fencing on highway land at the end of Beechlands Close.

The Committee is requested to consider any response received.

Background documents

*E mail dated 21<sup>st</sup> May 2008 from Clerk Longfield & New Barn PC*

*E mail dated 5<sup>th</sup> June 2008 from PROW*

*E mail dated 23<sup>rd</sup> June 2008 to KHS*

#### **14. Gorse Wood**

At the meeting of the Committee held on 6<sup>th</sup> May 2008 it was resolved that quotations be sought for the provision of fencing and kissing gates at the two entrances to Gorse Wood off Gorsewood Road. Quotations have been invited from six companies. To date only one quotation has been returned. Four companies have declined to quote.

The Committee is requested to consider how it wishes to proceed.

#### **15. Foxborough Wood**

**(YELLOW)**

The surveyor has completed stage 1 of the land survey to establish the position of the boundaries of the land owned by the Parish Council in Foxborough Wood. A number of anomalies have been identified, which are set out in a letter dated 17<sup>th</sup> June 2008 from J C White Geomatics Limited and accompanying plan.

The land in Foxborough Wood was acquired by the Parish Council in January 1939 for use as a Burial Ground. A 10 foot wide strip of land running along the western boundary and extending approximately 110 feet in length was subsequently sold by the Parish Council in 1943 to the adjoining landowner at The Court Cottage. An agreement was reached in 1972 with the former owner of Foxborough Wood, releasing the Parish Council from the requirement contained in the 1939 conveyance to use the land for burial purposes.

The land owned by the Parish Council in Foxborough Wood was registered for the first time under title number K894736 in 2005. A letter has been written to the Land Registry seeking clarification on the extent of the Council's land shown on the Registry's filed title plan. The Land Registry has responded in a letter dated 15<sup>th</sup> July 2008.

Letters have been received from the owners of The Court Cottage and Messrs H F & J H Glover. The owners of The Court Cottage request a resolution to the boundary issues which have been ongoing for a number of years. Messrs H F & J H Glover request a site meeting before the installation of ground anchors to mark the boundaries.

The Committee is requested to note the report and to consider what further action should be taken to rectify the boundary issues identified by the land surveyor.

Background documents

[Letter dated 4<sup>th</sup> July 2008 to Land Registry](#)

[Letter dated 3<sup>rd</sup> July 2008 from owner of The Court Cottage](#)

[Letter dated 5<sup>th</sup> July 2008 from H F & J H Glover](#)

[Letter dated 15<sup>th</sup> July 2008 from Land Registry](#)

## **16. Gorsewood Road**

At the Council meeting held on 14<sup>th</sup> July 2008 a recommendation relating to the purchase of anti graffiti to apply on the walls of the subway at the end of Gorsewood Road was withdrawn. The Clerk has since been provided with a copy of a letter from Network Rail confirming that the subway is not their responsibility, but is the responsibility of Kent County Council.

The Committee is requested to consider whether representations should be made to Kent County Council.

## **17. 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 16<sup>th</sup> June 2008 **(WHITE)**
2. Terms of reference draft amendments
3. Financial report as at 29<sup>th</sup> July 2008 indicating the net position of the allotments, open spaces and Manor Field Pavilion. **(BLUE)**
4. Conditions of hire of the Pavilion and the emergency plan for the temporary responsible person **(CREAM)**
5. Report on the proposed refurbishment of Woodland Avenue playground **(GREEN)**
6. Letter dated 17<sup>th</sup> June 2008 from J C White Geomatics Limited and accompanying plan **(YELLOW)**
7. Letter dated 15<sup>th</sup> July 2008 from Land Registry **(YELLOW)**

#### Committee Membership

Cllr Barnett  
Cllr Gaywood (ex officio)  
Cllr Granger  
Cllr Mrs Oxtoby

Cllr Mrs P Cole  
Cllr Graeme  
Cllr Harris (ex officio)  
Cllr Sewell

