

HARTLEY PARISH COUNCIL

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

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10th October 2008

Dear Councillor/Sports Club Representative

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Thursday 16th October 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 4th August 2008 as a correct record. (Annexed).

4. Cricket at Manor Field

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

5. Cricket at Longfield Hill

a) To receive a report from Meopham Cricket Club.

b) The Committee is requested to note that quotations have been sought from two contractors, for the supply and installation of a new heavy duty vehicle barrier and posts, at Longfield Hill.

The Committee is requested to consider any quotations received.

6. Football at Manor Field

(a) To receive a report from Hartley De Sales FC.

(b) To consider the fees due from Hartley De Sales FC for the 2008/09 season.

Last years fees are set out below:

£310 per team for the use of the full size pitch

£265 per team for the use of the junior pitch (in front of the Pavilion)

7. Financial Report (BLUE)

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 10th October 2008. (Annexed).

Background document

Net financial position as at 10th October 2008

8. Budget 2009/10 (CREAM)

To consider the budget for 2009/10 for the Amenities and Open Spaces Committee. (Annexed – Draft budget).

9. Allotments

- a) To consider the rent for the allotment plots for the year 2008/09. When the invoices for 2007/08 were issued last year, the allotment holders were given twelve months notice that the rents for 2008/09 would be increased in line with the rate of inflation.
- b) To consider the rent for the allotment plots for the year 2009/10.

10. Pavilion

To review the hourly hire charge for the Pavilion.

11. Manor Field

(a) Meter cupboard

At the previous meeting of the Committee it was reported that two letters 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 Clerk contacted EDF Energy again on 18th August 2008 and was informed that in order for them to confirm whether the proposal would be feasible, and to estimate the likely cost of the work, an engineer would be required to visit the site at a cost of £88.13 inc VAT. This amount is non refundable but will be deducted from any charges if the work goes ahead. The Committee is requested to consider whether it wishes to organise a site meeting.

Background documents

<C:/hpc1/mydocuments/Old PC Backup/My Documents/Amenities and Open Spaces/Meter cupboard spec>

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

Letter dated 12th December 2007 from Messrs H F & J H Glover

Letter dated 21st January 2008 from EDF Energy

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

Letter dated 13th March 2008 from Messrs H F & J H Glover

[Letter dated 3rd June 2008 to EDF Energy](#)

[Letter dated 8th July 2008 to EDF Energy](#)

12. Playgrounds

(a) Woodland Avenue – playground refurbishment (GREEN)

At its meeting on 27th August 2008, the Communications Committee recommended that *‘the Parish Council conducts an online consultation on the proposed refurbishment at Woodland Avenue, using the basic subscription from ‘Survey Monkey’, once the questionnaire has been designed.’* This recommendation was approved and adopted by the full Council at its meeting on 8th September 2008.

The Committee is requested to receive and note the report.

(b) To receive a verbal report on the progress of the online consultation.

Background document

[Woodland Avenue playground report](#)

(c) Chantry Avenue – playground

At the previous meeting of the Committee it was reported that a quotation for the sum of £750.00 + VAT had been accepted from Wicksteed Leisure, to repair the vandalised safety surfacing below the cradle swing at Chantry Avenue. Further vandalism had taken place since the quotation was provided and the area of safety surfacing requiring replacement had increased, therefore, it was likely that the final cost of the works would exceed the quotation sum.

The Committee is requested to note that the safety surfacing has been repaired for the sum originally quoted, and the swing re-instated.

13. Rectory Meadow

(WHITE)

To receive and note the Botanical Survey report undertaken by the Kent Wildlife Trust. (Annexed).

14. Hartley Wood

(WHITE)

(a) Tree planting

At the previous meeting of the Committee it was resolved that '(1) expenditure up to a sum of £250 be authorised to purchase trees and other necessary materials to provide a screen on land owned by the Parish Council on both sides of the southern entrance to the subway at the end of Gorsewood Road, (2) residents at the end of Gorsewood Road who had given an undertaking to the Parish Council to assist with any re-planting be contacted to seek their assistance and (3) Network Rail be asked to make a contribution to the cost of the supply of the works'.

The Committee is requested to consider any responses received.

(b) Motorbikes

A site meeting was held with Kent Highway Services on 11th August 2008 to seek their views on proposals to install a motorbike inhibitor and fencing on highway land at the end of Beechlands Close.

Following the site meeting, KHS agreed to undertake a land search to establish ownership of an area of overgrown land at the end of Beechlands Close which it was suspected was highway land.

The Committee is requested to note a plan indicating the extent of highway land (annexed) and to consider the production of a scheme for the installation of a motorbike inhibitor and fencing, for submission to KHS.

Background documents

E mail dated 21st May 2008 from Clerk Longfield & New Barn PC

E mail dated 5th June 2008 from PROW

E mail dated 23rd June 2008 to KHS

15. Gorse Wood

a) At the meeting of the Committee held on 4th August 2008 it was noted that quotations had been sought for the provision of fencing and kissing gates at the two entrances to Gorse

Wood off Gorsewood Road. Quotations had been invited from six companies but only two quotations had been returned. Four companies had declined to quote.

Additional quotations have been sought from seven companies for a slightly altered specification.

The Committee is requested to consider any quotations received.

b) To note that the 'Clean Kent' team visited Gorse Wood on the 1st, 2nd and 3rd September to clear litter and dumped rubbish.

16. Foxborough Wood

(GREEN)

a) At the last meeting of the Amenities & Open Spaces Committee it was noted that the surveyor (J. C White Geomatics) had completed stage 1 of the land survey to establish the position of the boundaries of land owned by the Parish Council in Foxborough Wood. The Committee examined a letter dated 17th June 2008 and accompanying plan from J C White Geomatics, detailing a number of anomalies over the position of the boundaries with adjoining landowners.

The Committee noted that the title could only be rectified following an application for rectification.

The Clerk wrote to J. C White Geomatics on 3rd October 2008 requesting details of the additional survey work that would be necessary to enable a plan to be produced which would be acceptable to the Land Registry.

The Committee is requested to consider a letter dated 6th October from J. C White Geomatics, in response to the Clerk's enquiry. (Annexed).

b) To consider a letter dated 4th September 2008 received from the owner of The Court Cottage. (Annexed).

Background documents

[Letter dated 4th July 2008 to Land Registry](#)

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

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

[Letter dated 15th July 2008 from Land Registry](#)

17. Gorsewood Road

(PINK)

At the last meeting of the Amenities & Open Spaces Committee, the Committee was advised of information received, explaining that Network Rail was not responsible for the condition of the subway, which was the responsibility of Kent County Council.

It was agreed to refer the matter to the local County Council member.

The Committee is requested to consider an email dated 26th August 2008, from Kent Highway Services to David Brazier, in response to his enquiry. (Annexed)

18. Information leaflet

(GREEN)

The Committee has been requested to consider an information leaflet drafted by the Communications Committee. (Annexed).

19. 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 4th August 2008 **(WHITE)**
2. Financial report as at 10th October 2008 indicating the net position of the allotments, open spaces and Manor Field Pavilion. **(BLUE)**
3. Draft budget 2009/10 **(CREAM)**
4. Rectory Meadow – Botanical Survey Report **(WHITE)**
5. Plan showing extent of highway land at the end of Beechlands Close **(WHITE)**
6. Letter dated 6th October 2008 from J C White Geomatics **(GREEN)**
7. Letter dated 4th September from the owner of The Court Cottage **(GREEN)**
8. Email dated 26th August 2008 from Kent Highway Services **(PINK)**
9. Information Leaflet **(GREEN)**

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

