

HARTLEY PARISH COUNCIL

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

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26th February 2009

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Thursday 5th March 2009** 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 27th January 2008 as a correct record. (Annexed).

4. Cricket at Manor Field

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

(b) Spraying for the control of worms

To consider the following quotations for spraying Manor Field and Longfield Hill, including the cricket square, for the control of worms.

Sencio Community Leisure	£315.00 plus VAT	at Manor Field and Longfield Hill
Weed Management	£290.00 plus VAT	at Manor Field only
Complete Weed Control	£380.00 plus VAT	at Manor Field only

5. Cricket at Longfield Hill

To receive a report from Meopham Cricket Club.

6. Football at Manor Field

To receive a report from Hartley De Sales FC.

7. Financial Report

(BLUE)

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 26th February 2009. (Annexed).

Background document

Net financial position as at 26th February 2009

8. Pavilion

(a) Repairs to lighting

To confirm the Clerk's action to make arrangements for repairs to be undertaken to 1 no. fluorescent strip located in the corridor by the kitchen and 1 no. emergency light located in the corridor by the changing room at a cost of £85.00.

(b) Storage container

At the previous meeting of the Amenities and Open Spaces Committee it was resolved that quotations be invited to repaint the storage container at the rear of the Pavilion using a suitable one coat application.

The Committee is requested to consider any quotations received.

(c) Heating

To consider making a refund or partial refund to a hirer who booked the Pavilion on 8th February 2009 for a children's birthday party. Unfortunately there was no heating available at the Pavilion for a period of a week due to a complication with the delivery of Calor gas.

9. Manor Field

(a) Meter cupboard

(RED)

To consider legal advice in respect of a request from Messrs H F & J H Glover for an easement to be created for the electricity supply passing under their land from the position of the proposed siting of the new meter in Hartley Burial Ground to the Pavilion in Manor Field.

NALC advise that, provided the Parish Council has the right to relocate and replace the meter and create an easement, the Parish Council should instruct the District Valuer to obtain a valuation for the proposed legal easement and instruct a firm of solicitors, who specialise in conveyancing, to obtain an estimate of legal fees.

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

Letter dated 22nd December 2008 to Messrs H F & J H Glover

Letter dated 14th January 2009 from Messrs H F & J H Glover

*E mail dated 20th February 2009 from KALC (**CONFIDENTIAL**)*

Legal Topic note 47 – Easements

(b) Rolling the outfield

To consider a quotation for the sum of £170 plus VAT from Messrs H F & J H Glover to roll the outfield using a 4 tonne steel water-ballast roller weather permitting.

(c) Raking

To consider raking the area recently cleared and levelled next to the newly planted beech hedge in advance of the rolling of the outfield.

(d) Athletics training

To consider how Manor Field may be used for athletics training with a view to contacting Dartford Harriers to seek further advice.

10. Hartley Wood

(a) Motorbikes – Beechlands Close

At the previous meeting of the Amenities and Open Spaces Committee it was reported that Kent Highway Services had confirmed verbally it would send a written response to the Council's enquiry about the provision of a motorbike inhibitor and fencing on highway land at the end of Beechlands Close. To date no response has been received.

The Committee is requested to consider how it wishes to proceed with this enquiry.

Background documents

Letter dated 27th November 2008 to KHS

(b) Foul drains

The Committee is requested to note that the foul drain running through Hartley Wood at the end of Beechlands Close has recently become blocked and discharged sewage onto the woodland. Thames Water has attended site to clear the blockage, but raw sewage has been left in the wood to decompose naturally. The Environmental Health Department at Sevenoaks District Council have advised that, ordinarily it would be the landowners' responsibility to clear up the discharged waste, but as Thames Water was responsible for the clearing the blocked drain, then they should also be responsible for any clear up operations.

In light of this advice the Clerk has taken up the matter with Thames Water. The Committee is requested to confirm the Clerk's action and consider any response received from Thames Water.

Background document

Letter dated 24th February 2009 from HPC to Thames Water

11. Billings Hill Shaw

(a) New entrance

At the previous meeting of the Amenities and Open Spaces Committee it was resolved that, (1) residents of Billings Hill Shaw be informed of the Council's intention to create a new access in the south west corner of Billings Hill Shaw and (2) the provision of a new access in the south west corner of Billings Hill Shaw off SD301 be agree in principle subject to final costings and consideration of comments from residents of to the proposal.

A letter explaining the Council's proposal in respect of the creation of a new access in Billings Hill Shaw was sent to every householder in Billings Hill Shaw. No written responses have been received.

A budget estimate for the provision of the rambler style pedestrian gate would be in the region of £400.

The Committee is requested to consider whether it wishes to proceed with creating a new access into Billings Hill Shaw.

Background document

E mail dated 20th November 2008

Report on site meeting held on 16th December 2008

Letters dated 9th February 2009 to residents of BHS

(b) Bench

At the previous meeting of the Amenities and Open Spaces Committee it was resolved that, (1) the provision of a new bench in Billings Hill Shaw be agreed, in principle, subject to final costings and, (2) an article be placed in the next available edition of the Council's newsletter enquiring whether any resident wished to support the provision of a memorial bench in Billings Hill Shaw.

An article was included in the March 2009 edition of the Council's newsletter which was delivered to every householder in Hartley. To date no response has been received.

The cost of supplying a "Countryside" bench as manufactured by Glasdon Manufacturing Ltd is £380.27 plus the cost of a fixings kit at £13.89. The "Countryside" bench has been fitted on Northfield and Rectory Meadow, and have proved to be very robust.

It is hoped that a quotation for taking delivery and fitting a new bench will be received in time for consideration at this meeting.

The Committee is requested to consider whether it wishes to proceed with the provision of a new bench in Billings Hill Shaw.

12. Rectory Meadow

To consider a letter dated 20th February 2009 from Natural England informing of an accreditation scheme that could help with obtaining more visits under the Educational Access option of the Countryside Stewardship Scheme.

Background document

Letter dated 20th February 2009 from Natural England

13. Hartley Green

At a meeting of the Finance & General Purposes Committee held on 5th November 2008 a letter from the local Guide Leader requesting permission to install a temporary raised flowerbed in celebration of the Centenary of Girl Guiding was considered. In addition the Girl Guides wished to plant a tree at an unspecified location. The Finance & General Purposes Committee requested further information and that the matter be referred to the Amenities and Open Spaces Committee.

The Committee is requested to consider any response received.

Background documents

Letter dated 25th October 2008 from local Guide Leader

Letter dated 6th November 2008 from HPC to Guide Leader

14. Playgrounds

(CREAM)

Quarterly Operational report

To consider the quarterly operational report undertaken by Ms M Cook on 18th February 2009. (Annexed).

Background document

Quarterly operational report – 18th February 2009

15. Foxborough Wood

At the previous meeting of the Amenities and Open Spaces Committee it was resolved that the Council should enter into discussions with the landowners of Hartley Court and land in Foxborough Wood to the east and north of the Council's plot of land in Foxborough Wood to resolve the alleged encroachments. The Committee is requested to note that the landowners have been contacted, in writing, seeking for their initial views on the matter.

The Committee is requested to consider any response received from the respective landowners, if available.

Background documents

Report on meeting with the landowners of Hartley Court Cottage 7th November 2008

Report on additional survey work undertaken on 15th December 2008

Letter dated 13th February 2009 to owners of Hartley Court

Letter dated 13th February 2009 to Messrs H F & J H Glover

16. Allotments

(GREEN)

To review the rules and regulations relating to the allotments. (Annexed).

Background document

Rules relating to the allotments

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 27th January 2009. **(WHITE)**
2. Financial report as at 26th February 2009 indicating the net position of the allotments, open spaces and Manor Field Pavilion. **(BLUE)**
3. E mail dated 20th February 2009 from KALC. **(RED) (CONFIDENTIAL)**
4. Quarterly operational report undertaken by Ms M Cook on 18th February 2009. **(CREAM)**
5. Rules relating to the allotments **(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