

HARTLEY PARISH COUNCIL

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

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26th February 2010

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Thursday 4th March 2010** 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 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 26th January 2010 as a correct record. (Annexed).

4. Football at Manor Field

To receive a report from Hartley De Sales FC.

5. 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 2010. (Annexed).

Background document

Net financial position as at 26th February 2010

6. Quantified Tree Risk Assessments

(PINK)

To consider a report on quotations received in respect of quantified tree risk assessments on land owned by the Council.

Background document

Report on quantified tree risk assessment

Quotation invitation

7. Tree management at Hartley Wood and Gorse Wood

To consider a proposal from the North West Kent Countryside Partnership regarding future management of woodland on land owned by the Council in Hartley Wood and Gorse Wood.

8. Pavilion

(a) At the meeting of the Council held on 14th December 2009 the recommendation relating to the hire of the Pavilion by the Longfield and Hartley Scout Group, as contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 3rd December 2009, (page 2, minute item 6(b)), was withdrawn. The Council requested clarification from the local Scout Group as to whether they would be able to recover these costs through its insurers.

At a meeting of the Amenities and Open Spaces Committee held on 26th January 2010 the Committee agreed to defer consideration of the matter pending further information from the Longfield & Hartley Scout Group. No such information has been forthcoming and the Committee is requested to consider whether it should invoice the Longfield & Hartley Scout Group for the full amount of the hire charges due on the Pavilion. The Committee is requested to note that the Longfield & Hartley Scout Group has applied to Hartley Parish Council for a grant and that this matter will be considered by the Finance & General Purposes Committee.

9. Manor Field

(a) Meter cupboard

(GREEN)

To consider a report on progress to relocate the meter serving the Pavilion from land owned by Messrs H F & J H Glover onto land owned by Hartley Parish Council in Hartley Burial ground.

Background document

Report on meter cupboard

(b) Moss control

At a meeting of the Amenities and Open Spaces Committee held on 26th January 2010 the Committee considered advice on the control of moss at Manor Field.

Further advice received from contractors suggested that if the field was treated solely for the control of moss the quality of the grass would be detrimentally effected and a combined treatment of moss killer and fertilizer should be applied. In line with this advice three quotations were duly invited, as set out below.

Westcut Mowing for the sum of £924.80 plus VAT for the supply and application of Renovator Pro.

Weed Management Ltd for the sum of £548.00 plus VAT for the supply and application of sulphate of iron and liquid fertilizer, if both treatments were applied on the same day.

Sencio for the sum of £420 plus VAT for the treatment of the control of moss and liquid fertilizer carried out as a two part operation, with the first application being completed by the end of February and the second application 4/5 weeks later.

In view of the time restrictions proposed by Sencio and in consultation with Members of the Amenities and Open Spaces Committee, the Clerk accepted the quotation for the total sum of £420 plus VAT from Sencio.

The Committee is requested to confirm the Clerk's actions and authorise the works at Manor Field in respect of the combined treatment for the control of moss and an application of fertilizer.

Background document

E mail dated 5th February 2010 from Sencio

E mail dated 2nd February 2010 from Weed Management

E mail dated 28th January 2010 from Westcut Mowing

(c) Treatment for the control of worms

Hartley and New Ash Green CC has requested Manor Field is treated for the control of worms.

(d) Hawthorn hedge

At a meeting held on 24th September 2009 the Committee accepted a quotation for the sum of £250 from Mr Ballard to dress the top of the hedge and the Manor Field side of the Hawthorn hedge on the northern boundary of Manor Field. This work has not been carried out. It is unlikely that weather conditions will allow the work to be carried by the end of February. The cutting of hedges should be completed by the end of February before the start of the bird nesting season.

The Committee is requested to consider delaying the work until the autumn.

(e) Rolling

To consider a quotation for rolling Manor Field after the close of the football season.

(f) Northern boundary fence

To consider repairs to the northern boundary fence. The existing spile fence has fallen down next to the field gate and needs requires re-fixing.

10. Billings Hill Shaw

(a) Licences

(YELLOW)

To consider a report on licences held with three property owners of 46, 48 and 50 Billings Hill Shaw in respect of a grass verge at Billings Hill Shaw.

Background document

Report on licences held with three property owners at Billings Hill Shaw

(b) Damage to property

To receive and note a report of damage to the chain link fence between the open space and PROW SD 301, and the missing padlocks and chain to the two field gates at Billings Hill Shaw.

The Committee is requested to confirm the Clerk's actions to instigate repairs to the fence and replace the missing padlocks and chains.

11. Foxborough Wood

To consider a progress report on the setting out of boundaries in Foxborough Wood.

The setting out of the boundaries is due to be carried out on 1st March 2010. The surveyor intends to set out the boundaries both the Land Registry title plan and the 1939 Conveyance transfer plan using temporary pegs. The adjoining landowner will be given the opportunity to view the pegs and agree with the Council the position of the boundary.

12. Gorse Wood

To consider a report on fly tipping in Gorse Wood. Large items of household furniture have been dumped to the rear of properties 72a, 72b and 72c Caxton Close.

13. Playgrounds

(DARK GREEN)

To consider a report on the remedial work undertaken following the quarterly operational report of the Council's three playgrounds undertaken by Maria Cook on 8th December 2009.

Background document

Quarterly operational report Dec 2009

Letter dated 21st December 2009 to T D Munday

E mail dated 21st December 2009 to Kelly Webb SDC

Report on remedial work undertaken.

14. Allotments

(RED)

(a) Transfer of land

To receive and note a letter dated 3rd February 2010 in respect of the transfer of land at Woodland Avenue to Hartley Parish Council.

Background document

Letter dated 3rd February 2010 from Sevenoaks District Council

(b) Allotment plot 17

The allotment holder of plot number 17 has given notice to terminate his tenancy. He advises that this plot is infected with club root. Club root restricts the variety of crops that may be grown and is easily transferable. There is no cure.

The Committee is requested to consider whether it should re-let the plot, presumably on a reduced rent, or remain vacant, in which case action will be required to cover the plot for the control of weeds.

15. Date of next meeting

List of circulated documents

Copies of all documents listed in the agenda are available for inspection in the Parish Office

1. Minutes of the meeting of the Amenities and Open Spaces Committee held on 26th January 2010. **(WHITE)**
2. Financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 26th February 2010. **(BLUE)**
3. Report on quantified tree risk assessments **(PINK)**
4. Report on relocation of meter cupboard **(GREEN)**
5. Report on licences held with 46, 48 and 50 Billings Hill Shaw **(YELLOW)**
6. Report on remedial work undertaken in the Council's playgrounds **(DARK GREEN)**
7. Letter dated 3rd February 2010 from Sevenoaks District Council **(RED)**

Committee Membership

Cllr Barnett
Cllr Gaywood (ex officio)
Cllr Granger
Cllr Sewell

Cllr Mrs P Cole
Cllr Graeme
Cllr Mrs Oxtoby (ex officio)