

**MINUTES OF THE MEETING OF THE
AMENITIES AND OPEN SPACES COMMITTEE
HELD ON 24th JUNE 2010 AT 7.30 p.m. AT HARTLEY LIBRARY, ASH ROAD**

Present: Cllr A Barnett (Chairman)
Cllr Mrs P Cole (*arrived at 7.32 p.m.*)
Cllr D Graeme
Cllr S Granger
Cllr Mrs A Oxtoby
Cllr V Sewell

In Attendance: Mrs J Hoad (Clerk)
1 member of the public

Apologies for absence

Apologies for absence had been received from Cllr J Gaywood.

1. Election of Chairman of the Amenities and Open Spaces Committee

RESOLVED: That, Cllr A Barnett be elected Chairman of the Amenities and Open Spaces Committee until the Annual meeting of the Council in May 2011.

2. Election of Vice Chairman of the Amenities and Open Spaces Committee

RESOLVED: That, Cllr Mrs A Oxtoby be elected Vice Chairman of the Amenities and Open Spaces Committee until the Annual meeting of the Council in May 2011.

Cllr Mrs P Cole arrived at the meeting at 7.32 p.m.

3. Declaration of Interests

Cllr Mrs P Cole declared a personal interest under minute item 14, Woodland Avenue as her private residence is located opposite the recreation ground at Woodland Avenue.

Cllr V Sewell declared a personal and prejudicial interest under minute item 11 (b) in respect of the re-painting of the storage container as he works for a company which supplies Sika products, and pursuant to Standing Order 57 answered questions relating to the product and withdrew from the meeting during further discussion and voting on the matter.

4. Minutes of previous meetings

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 27th April 2010 be approved and signed by the Chairman as a correct record.

5. Terms of Reference

The Committee reviewed the Terms of Reference of the Amenities and Open Spaces Committee, as approved by the Council at its Annual meeting held on 10th May 2010 and was satisfied that they met the needs of the Committee.

RESOLVED: That, the Terms of Reference of the Amenities and Open Spaces Committee, as approved by the Council at its Annual meeting held on 10th May 2010, be received and noted.

6. Cricket at Manor Field

There was no report.

7. Cricket at Longfield Hill

There was no report.

8. Financial Report

The Committee considered a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 17th June 2010 and was satisfied that the income and expenditure of the Committee was in line with budgeted estimates.

RESOLVED: That, the financial report, attached as appendix 1 to these minutes, be noted.

9. Quantified Tree Risk Assessments

The Committee considered a preliminary report prepared by the consultant employed to undertake a quantified tree risk assessment on the Council's open spaces. The Committee was advised that the field work had been completed and a full report should be available for consideration at the next meeting of the Committee. The Committee noted that no urgent matters requiring immediate attention had been highlighted in the preliminary report.

RESOLVED: That, the preliminary report be received and noted.

10. Pavilion

(a) The Committee considered that the hall and the corridor in the Pavilion required redecorating. Furthermore the Committee felt that a noticeboard should be provided in the corridor.

RESOLVED: That, quotations be invited for redecoration of the hall and corridor and provision of a noticeboard.

(b) The Committee was advised that the wooden bench donated by the local W.I. had been unbolting from its base overnight on 11th/12th June 2010 and moved into Foxborough Wood. Youths had been witnessed gathering in the woods during the evening of 11th June. Furthermore damage had been sustained to the brick edging of the steps leading to the double doors in front of the Pavilion.

RESOLVED: That,

(1) arrangements be made for the bench to be securely reinstated on the concrete base in front of the Pavilion; and

(2) quotations be invited to repair the brickwork edging of the steps leading to the double doors in front of the Pavilion.

(c) The Committee was advised that Kick Kent had booked the use of the training pitch at Manor Field, including the use of the toilets in the Pavilion for a football course to be held on 2nd and 3rd August 2010 for 4½ hours per session, 9 hours in total.

RECOMMENDED: That, Kick Kent be charged a sum of £100 (£50 per session) for the use of the training pitch at Manor Field and use of the toilets in the Pavilion on 2nd and 3rd August 2010 for 4½ hours per session, 9 hours in total.

(d) The Committee considered a request to hire the Pavilion for a 16th birthday ball on 18th September 2010.

RESOLVED: That, the request to hire the Pavilion for a 16th birthday ball on 18th September 2010 be declined.

11. Manor Field

(a) Meter cupboard

The Committee noted that the electricity meter had been relocated into a secure steel cabinet from land owned by Messrs H F & J H Glover at Manor Field to land owned by the Council in Hartley Burial Ground on 27th May 2010.

The Committee was advised of recent correspondence with solicitors acting on behalf of Messrs H F & J H Glover in respect of the creation of an easement for the electricity cable running through land owned by Messrs H F & J H Glover at Manor Field.

RESOLVED: That, the report and correspondence be noted.

(b) Storage container

The Committee considered two quotations received in respect of the repainting of the storage container at the rear of the Pavilion, as set out below. The Committee noted that one of the contractors had recommended the application of two coats of Sika Icosit 6630.

Pursuant to Standing Order 57 Cllr Sewell answered questions relating to the Sika product and withdrew from the meeting during further discussions and voting on the matter.

The Committee considered the application of one coat of Sika Icosit 6630 would be sufficient.

A.M.H. Decorating Services for the sum of £712.68 to clean up and repaint storage container as agreed, with one coat of Sika Icosit 6630, (colour code Sika 6005), to four sides and the roof of the storage container.

Abridge Property Services for the sum of £1,356.00 plus VAT to prepare and apply two coats of grade one Icosit 6630 to the storage container at rear of Pavilion, Manor Field.

RESOLVED: That, the quotation from A.M.H. Decorating Services for the sum of £712.68 to clean up and repaint storage container with one coat of Sika Icosit 6630, (colour code Sika 6005), to four sides and the roof of storage container be accepted, subject to satisfactory references.

(c) Rabbit infestation

The Committee considered a report on a meeting with Mr S Glover held on 13th May 2010 to discuss the rabbit infestation on Manor Field and surrounding area. The Committee felt that there could be some financial benefits for the Council if the works could be co-ordinated with the works to be undertaken by Mr Glover to protect the cultivated field to the north of Manor Field.

RESOLVED: That,

(1) names and contact details of agricultural contractors be obtained from Mr S Glover and quotations be invited to supply and install a rabbit proof fence along the Manor Field side of the fence between Manor Field/Foxborough Wood and Manor Field/Hartley Court; and

(2) quotations be obtained to clear the bramble from the 20 foot wide strip of land owned by Messrs H F & J H Glover to the south of the new Burial Ground adjacent to Hartley Court and any clearance work that may require along the boundary of Manor Field with Foxborough Wood, prior to the installation of the rabbit proof fence.

(d) Grass cutting

The Committee was informed of concerns expressed by the grass cutting contractor about the condition of the ground next to the new Beech hedge, between the sports field and the area ear marked for the new Burial Ground. The Contractor considered the ground was not sufficiently level to allow the grass to be cut using a gang mower. He advised that the area could be cut once a month using a rotary mower at a cost of £25 per occasion, which would improve the ground conditions and eventually allow the grass to be cut in conjunction with the field using a gang mower.

The Committee considered that the surface of this area could be further improved by levelling off the ground with top soil, spraying with a selective weedkiller and rolling the area.

RESOLVED: That,

(1) the quotation from Mr Westwood to cut the grass adjacent to the new Beech hedge once a month with a rotary mower at a cost of £25 per occasion be accepted;

(2) arrangements be made with Mr Munday to level and sow with grass seed the area of ground next to the Beech hedge, using top soil currently

stored behind the Pavilion and to spray the area with a selective herbicide, when appropriate; and

(3) the assistance of New Ash Green and Hartley Cricket Club be sought to pass a roller over the ground next to the Beech hedge, in conjunction with work undertaken by the Cricket Club to prepare the cricket square.

12. Billings Hill Shaw

(a) The Committee considered a report in respect of a site meeting with residents of 46, 48 and 50 Billings Hill Shaw held on 13th May 2010 to discuss the Licence held by residents for the use and occupation of land opposite the aforementioned properties. The Committee considered a letter dated 17th March 2010 from solicitor's acting on behalf of 50 Billings Hill enquiring whether the Council would sell the strip of land to the owners of 46, 48 and 50 Billings Hill Shaw.

RECOMMENDED: That,

(1) the Council declines the offer from the owners of 46, 48 and 50 Billings Hill Shaw to purchase the strip of land owned by the Council at Billings Hill Shaw and the subject of the Licence currently held with the owners of 46 and 48 Billings Hill Shaw;

(2) the owners of 46, 48 and 50 Billings Hill Shaw be contacted to enquire whether they would be willing to accept an amendment to the terms of the Licence in order to extend the notice period required by either party to terminate the Lease from 3 months to 12 months, subject to the agreement of the owners of 46, 48 and 50 Billings Hill Shaw that they bear the Council's reasonable legal costs in this respect;

(3) subject to the agreement of (2) above with the owners of 46, 48 and 50 Billings Hill Shaw, the Licence held by 46 and 48 Billings Hill Shaw be terminated and a new Licence be entered into on the same terms as the existing Licence, but with the inclusion of a 12 month notice period in respect of the termination of the Licence; and

(4) subject to the agreement of (2) above with the owners of 46, 48 and 50 Billings Hill Shaw, a new Licence be entered into with the owners of 50 Billings Hill Shaw on the same terms as the Licence currently held by the owners of 46 and 48 Billings Hill Shaw, but with the inclusion of a 12 month notice period in respect of the termination of the Licence.

(b) It was reported that a motorbike had been dumped on Billings Hill Shaw over the weekend of 12th /13th June 2010. The Police had been informed and attended site. The bike has been removed from site.

RESOLVED: That, the report be noted.

(c) It was reported that evidence of camping had been found on Billings Hill Shaw on two occasions; during week commencing 23rd May 2010 and over the weekend of 12th/13th June 2010. On the first occasion the campers had left rubbish, cans and

bottles. There had also been a camp fire. On the second occasion no rubbish had been left behind, but there was evidence of a camp fire.

It was reported that the Police had visited Billings Hill Shaw during the evening of 23rd June 2010 and talked to three youths who had camped overnight on 22nd/23rd June. The youths informed the Police they intended to leave Billings Hill Shaw immediately and agreed to clear away their rubbish.

RESOLVED: That, the report be noted.

13. Longfield Hill

(a) The Committee was informed of advice in respect of the control of moles at Longfield Hill. As the cricket ground was now in use for the duration of the summer, it would not be appropriate to dig the area and lay humane traps, but pellets could be introduced into each mole hill without any disruption to the field. A quotation was awaited.

RESOLVED: That, the matter be deferred pending receipt of a quotation.

(b) The Committee considered advice from a fencing contractor, who advised that due to the presence of mature shrubs and trees along the boundary it would be extremely difficult to install a fence without substantial clearance. It was reported that the adjoining landowner had been informed of the advice and had agreed to seal the gaps in the boundary hedge, and to monitor the situation to see if this action prevented dogs from accessing the farm.

RESOLVED: That, matter be kept under review.

14. Woodland Avenue

It was reported that the Police had attended a disturbance involving a number of youths at the recreation ground at Woodland Avenue during the early evening of 28th May 2010, resulting in vandalism to the post and rail fence opposite the recycling centre. The Police attended the disturbance and arrangements made for the fence to be repaired.

The Committee was informed of two further incidents of criminal damage to the post and rail fence located opposite the recycling centre on 3rd/4th June 2010 and over the weekend of 12th/13th June 2010. The damage had been sustained to the same section of fence to that damaged on 28th May. The Police were informed of the criminal damage and arrangements made for the post and rails to be repaired/replaced.

RESOLVED: That, the report be noted and the Clerk's actions to effect repairs to the post and rail fence be confirmed.

15. Gorse Wood

The Committee considered a report on the options available to the Council to clear up Gorse Wood.

RESOLVED: That,

(1) arrangements be made with the Community Payback team to attend Gorse Wood to undertake a clear up in the woods, either liaising directly with the Community Payback team or through Sevenoaks District Council, whichever option proves to be quicker; and

(2) the expenditure to order skip/s, as may be required to undertake a clear up of Gorse Wood, be approved.

16. Date of the next meeting

Thursday 5th August 2010 at 7.30 p.m. in Hartley Library.

The meeting closed at 9.25p.m.

Signed:.....

Date:.....

Chairman of the Amenities and Open Spaces Committee

Hartley Parish Council
Summary of Receipts and Payments
 Amenities and Open Spaces

Cost Centre	Receipts		Payments		Net Position Underspend (+) /Overspend (-)
	Estimated	Actual	Estimated	Actual	
5 Allotments	600.00	0.00	725.00	126.77	-1.77
6 Open Spaces	2,580.00	99.00	26,000.00	4,518.47	19,000.53
7 Manor Field Pavilion	2,500.00	369.50	8,825.00	3,077.96	3,616.54
NET TOTAL	5,680.00	468.50	35,550.00	7,723.20	22,615.30
Total for ALL Cost Centres		4,415.21		33,533.56	
V.A.T.		820.40		1,427.04	
GROSS TOTAL		5,235.61		34,960.60	