

## HARTLEY PARISH COUNCIL

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30<sup>th</sup> November 2010

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Monday 6<sup>th</sup> December 2010** commencing at **7.30 p.m.** at **Hartley Library, Ash Road.**

Yours sincerely

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

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### 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 25<sup>th</sup> October 2010 as a correct record. (Annexed).

**4. Football at Manor Field**

To receive a report from Hartley De Sales FC.

**5. Cricket at Longfield Hill**

To note that the recent planning application SE/10/02039/FUL to place two new steel containers at Longfield Hill has been refused by Sevenoaks District Council. Meopham CC has informed the Council that the temporary planning permission on the existing containers has lapsed and that they intend to submit a new application to retain the existing containers and to place new containers.

**6. Financial Report**

**(BLUE)**

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 30<sup>th</sup> November 2010. (Annexed).

*Background document*

*Net financial position as at 30<sup>th</sup> November 2010.*

## 7. Trees at Billings Hill Shaw

At a meeting of the Amenities and Open Spaces Committee held on 25<sup>th</sup> October 2010 it was reported that a resident of Grange Way had raised concerns about trees overhanging his property. The trees causing particular concern are located at the end of Billings Hill Shaw next to no. 50 and overhang the public right of way which runs alongside his property. The resident also expressed concern about the trees on land owned by the Parish Council at Billings Hill Shaw, which overhang his rear garden. The Public Rights of Way Officer has confirmed the trees at the end of Billings Hill Shaw are not the responsibility of Kent County Council.

The Committee is requested to consider this report and agree a course of action.

## 8. Playgrounds

(YELLOW)

To consider a report on repairs to play equipment identified in an Annual Inspection and Risk Assessment on the Council's three playgrounds undertaken by Maria Cooke on 28<sup>th</sup> September 2010. (To follow).

### Background document

*Annual inspection and risk assessment – 28<sup>th</sup> September 2010*

*Letter dated 30<sup>th</sup> September 2010 to T D Munday*

*Report on repairs to play equipment. (To follow).*

*Letter dated 4<sup>th</sup> November 2010 to T D Munday*

## 9. Manor Field

### (a) Cricket Square

To receive of report of damage to the surface of the cricket square which occurred on 30<sup>th</sup> October 2010 as the result of a bicycle being ridden over the square.

### (b) Grant of electricity Easement

At the meeting of the Amenities and Open Spaces Committee held on 16<sup>th</sup> September 2010 it was resolved that a solicitor be instructed to advise on and execute the Deed of Easement in respect of the electricity cable at Manor Field.

Martin Tolhurst Solicitors estimate their fees to undertake the instruction would be £400 plus VAT plus £50 Land Registry fees and disbursements.

The Committee is requested to consider this fee quotation.

### Background document

*Letter dated 2<sup>nd</sup> November 2010 from HPC to MTS*

*Letter dated 8<sup>th</sup> November 2010 from MTS to HPC*

## 10. Longfield Hill

(GREEN)

### Proposed new substation and underground cables

To consider quotations from land agents and solicitors in respect of the proposed works to be undertaken by EDF to install a new substation and underground cables at Longfield Hill. (Annexed).

### Background document

*Letter dated 15<sup>th</sup> October 2010 from the Freedom Group*

*Letter dated 8<sup>th</sup> November 2010 from Batcheller Thacker*

*Letter dated 16<sup>th</sup> November 2010 from Lambert & Foster*

*Letter dated 8<sup>th</sup> November 2010 from Martin Tolhurst Solicitors*

## **11. Rectory Meadow**

### **Dog Control Orders**

To consider advice on the control of dogs at Rectory Meadow.

The Environmental Protection team at Sevenoaks District Council has confirmed that parish councils have powers to make dog control orders and take enforcement action by issuing fixed penalty notices. However Sevenoaks District Council is unlikely to have any resources to assist with enforcement action and therefore any enforcement action would have to be taken by Hartley Parish Council.

Further advice has been requested from the Dog Warden.

#### Background document

*E mails dated 12<sup>th</sup> and 16<sup>th</sup> November 2010 from Environmental Protection, SDC*

### **(b) Educational Access Visit**

To receive and note a report on a visit from the Dartford Youth Rangers which took place on 18<sup>th</sup> November 2010 under the supervision of Groundwork Kent & Medway.

Two young people undertaking a BTEC in Horticulture at Wilmington Academy attended Rectory Meadow Local Nature Reserve to further their studies and were involved in vegetation clearance around the Meadow edges and along the paths.

#### Background document

*Letter dated 2<sup>nd</sup> November 2010 from Groundwork Kent & Medway*

## **12. Allotments**

**(PINK)**

(a) To consider notes taken at a meeting with allotment holders on 23<sup>rd</sup> November 2010. (Annexed).

#### Background document

*Notes on meeting with allotment holders on 23<sup>rd</sup> November 2010*

(b) To consider a quotation to cut back Cherry trees overshadowing allotment plots 32 and 33 at the allotment site at Woodland Avenue.

(c) At the meeting held with allotment holders on 23<sup>rd</sup> November 2010, the tenant of allotment plot number 11 complained that the trees at the rear of the recycling centre in Woodland Avenue were shading her allotment plot and requested consideration be given to the removal of the trees. She also expressed concern about the condition of the trees.

A tree surgeon inspected the trees on 26<sup>th</sup> November 2010 and whilst some fire damage was visible to a number of the trees, they were recovering and were in sound condition. He confirmed that the remainder of the trees were also in sound condition. The tree surgeon has suggested the trees could be reduced by one third with no

detrimental affect to the trees. The Committee is requested to consider a quotation relating thereto.

### 13. Hartley Green

To consider a quotation to replace the damaged hardwood bollard at Hartley Green.

### 14. Hartley Wood

#### (a) Management Plan

To receive any updates on a management plan for Hartley Wood.

#### (b) Village Green application

To note that notices will be placed on site by Kent County Council providing a six week period for objections and comments on the proposal to voluntarily register land owned by Hartley Parish Council at Hartley Wood as a Village Green. The consultation period ends on 17<sup>th</sup> January 2011.

#### Background document

Letter dated 25<sup>th</sup> November 2010 from KCC

### 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 25<sup>th</sup> October 2010. **(WHITE)**
2. Financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 30<sup>th</sup> November 2010. **(BLUE)**
3. Report of repairs to play equipment **(YELLOW)**
4. Letter dated 8<sup>th</sup> November 2010 from Batcheller Thacker **(GREEN)**
5. Letter dated 16<sup>th</sup> November 2010 from Lambert & Foster **(GREEN)**
6. Letter dated 8<sup>th</sup> November 2010 from Martin Tolhurst Solicitors **(GREEN)**
7. Notes on meeting with allotment holders on 23<sup>rd</sup> November 2010 **(PINK)**

#### Committee Membership

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

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