

**MINUTES OF THE MEETING OF THE
AMENITIES AND OPEN SPACES COMMITTEE
HELD ON 6th DECEMBER 2010 AT 7.30 p.m. AT HARTLEY LIBRARY, ASH
ROAD**

Present: Cllr A Barnett (Chairman)
Cllr Mrs P Cole
Cllr D Graeme (*arrived at 7.32 p.m.*)
Cllr Mrs A Oxtoby
Cllr V Sewell (*arrived at 7.45 p.m.*)

In Attendance: Mrs J Hoad (Clerk)

1. Apologies for absence

Apologies for absence had been received from Cllr J Gaywood, Cllr S Granger and Mr D Rennison (Hartley De Sales FC).

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of previous meetings

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 25th October 2010 be approved and signed by the Chairman as a correct record.

Cllr D Graeme arrived at the meeting at 7.32 p.m.

4. Football at Manor Field

The Committee considered a request from Hartley De Sales FC to replace the senior football posts on the training pitch with junior football posts, as the club now had a significant number of younger players.

The Committee was advised that there were no junior football posts stored in the container and therefore the Council would have to purchase new football posts and install new football sockets, none of which had been included for in the current budget. The Committee suggested that second hand football posts could be available to purchase through Kent County Supplies. Furthermore the Committee felt that the football club could seek external funding for the purchase of additional junior football posts and that if this proved unsuccessful the Committee would reconsider the matter during the next financial year.

The Committee was advised that the request for additional lines to be marked parallel to the side lines as part of the Football Association's "Respect" campaign had been investigated and that it was considered there was insufficient space at the side of the pitches to introduce any additional line markings. Hartley De Sales had been informed of this position and had agreed to continue marking the "Respect" lines with cones.

RESOLVED: That, the report be received and noted and that the request to replace the senior football posts with junior football posts on the training pitch at Manor Field be declined at this stage.

5. Cricket at Longfield Hill

The Committee was advised that the recent planning application SE/10/02039/FUL submitted by Meopham CC to place two new steel containers at Longfield Hill had been refused by Sevenoaks District Council and that furthermore the temporary planning permission on the existing containers had lapsed. It was reported that Meopham CC intend to submit a new application to retain the existing containers and to place new containers.

RESOLVED: That, the report be received and noted.

Cllr V Sewell arrived at the meeting at 7.45 p.m.

6. Financial Report

The Committee considered a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 30th November 2010.

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

7. Trees at Billings Hill Shaw

The Committee was reminded that at a meeting of the Amenities and Open Spaces Committee held on 25th October 2010 it had been reported that a resident of Grange Way had raised concerns about trees overhanging his property. The trees causing particular concern were located at the end of Billings Hill Shaw next to no. 50 and were overhanging the Public Right of Way SD 301 adjacent to 3 Grange Way. The resident had also expressed concern about the trees on land owned by the Council at Billings Hill Shaw, which were overhanging his rear garden.

The Committee was advised that the Public Rights of Way Officer had confirmed the trees at the end of Billings Hill Shaw were not the responsibility of Kent County Council and were not causing an obstruction along the Public Right of Way, and that therefore Kent County Council would not be taking any further action.

RESOLVED: That, the report be received and noted, and further investigations be undertaken to establish the extent to which trees on Council land at Billings Hill Shaw were overhanging property in Grange Way.

8. Playgrounds

The Committee considered a report on repairs to play equipment recommended in an Annual Inspection and Risk Assessment on the Council's three playgrounds undertaken by Maria Cooke on 28th September 2010.

Quotations had been invited from three contractors, as set out below:

(1) <u>Safeplay</u>

<u>Woodland Avenue</u>

£ p

Replace existing flat swing x 2 and chains. Price includes tail chains, bushes and shackles where necessary	454.00
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<u>Chantry Avenue</u>	£ p
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Replace existing cradle swing for new pod seat. Lubricate and test.	186.30
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Roundabout – Remove casing to access bearings. Remove existing bearings and check resistor. Replace bearings and lubricate area. Replace casing and test.	378.40
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Often these roundabouts have a resistor fitted. If is the case and this is found to be damaged, then a further charge may be necessary.

Total (excluding VAT) £1,018.70

(2) Park Leisure

<u>Woodland Avenue</u>	£ p
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Supply and install 2 no Flat swing seats & chains (inc new iolite bearings)	338.00
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<u>Chantry Avenue</u>	
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Supply and install 1 no Cradle swing seats and chains (inc new iolite bearings)	220.00
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Roundabout – Supply and install 1 no Bearing set to roundabout.	760.00
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The Committee is advised that Park Leisure only carried out a visual inspection on the roundabout and due to the age of the roundabout they envisage that there may be damage to the spindle which could be costly. Due to the age of the roundabout Park Leisure would advise its replacement within the next year or so.

Total (excluding VAT) £1,318.00

(3) Wickstead

No quotation returned.

The Committee was reminded that the Annual Inspection and Risk Assessment undertaken by Maria Cook on 28th September 2010 had identified a number of matters requiring minor maintenance and further monitoring and that T D Munday had been asked to attend to these matters.

RESOLVED: That,

- (1) the quotation for the sum of £1,018.70 plus VAT from Safeplay to undertake repairs to the swings at Woodland Avenue and the cradle swing and roundabout at Chantry Avenue be accepted;
- (2) arrangements be made for the 2 no flat swing seats at Woodland Avenue to be salvaged and fitted to the swings at Longfield Hill; and
- (3) the Clerk's actions to make arrangements for items requiring minor maintenance and further monitoring, as identified in the Annual

Inspection and Risk Assessment undertaken by Maria Cook on 28th September 2010 and as set out in a letter dated 4th November 2010 to T D Munday, be confirmed.

9. Manor Field

(a) Cricket Square

The Committee was informed of damage to the surface of the cricket square which had occurred on 30th October 2010 as the result of a bicycle being ridden over the square. It was reported that the Cricket Club had erected more substantial plastic fencing to protect the cricket square, replacing the rope that had been previously used to enclose the cricket square.

RESOLVED: That, the report be received and noted.

(b) Grant of electricity Easement

The Committee was reminded that at a meeting of the Amenities and Open Spaces Committee held on 16th September 2010 it had been resolved that a solicitor be instructed to advise on and execute the Deed of Easement in respect of the electricity cable at Manor Field.

The Committee considered a quotation from the Martin Tolhurst Solicitors who estimated their fees to undertake the instruction would be £400 plus VAT and disbursements, plus £50 Land Registry fees.

RECOMMENDED: That, the estimate from Martin Tolhurst Solicitors in the region of £400 plus VAT and disbursements, plus Land Registry fees of £50, to advise on and execute the Deed of Easement in respect of the electricity cable passing through land at Manor Field be accepted.

10. Longfield Hill

Proposed new substation and underground cables

The Committee considered quotations from land agents and solicitors in respect of the proposed works to be undertaken by EDF Energy to install a new substation and underground cables at Longfield Hill.

RECOMMENDED: That, the Freedom Group, acting on behalf of EDF Energy, be advised of the Council's legal and professional costs and that subject to written confirmation from the Freedom Group that EDF Energy are willing to meet these costs, the fee quotation for the sum of £500 from Batcheller Thacker to act on behalf of Hartley Parish Council in respect of the negotiations in respect of the proposed new substation and underground cables at Longfield Hill be accepted and the estimated fee quotation of £400 plus VAT from Martin Tolhurst Solicitors to advise on and execute the Wayleave agreement with EDF Energy be accepted.

11. Rectory Meadow

(a) Dog Control Orders

The Committee was informed of advice from the Environmental Protection team at Sevenoaks District Council who had confirmed that parish councils had powers to make dog control orders and take enforcement action by issuing fixed penalty notices. The Committee was advised that Sevenoaks District Council would be unlikely to have any resources to assist with enforcement action and therefore any enforcement action would need to be taken by Hartley Parish Council.

The Committee was advised that the Dogs (Fouling of Land) Act 1996 requires all dog owners to clean up after their dog if it fouls in a public place and that dog owners who fail to do so could be subject to an on-the-spot fine of £50 or, in the case of persistent offenders who fail to pay on-the-spot fines and subject to sufficient evidence, could face a fine of upto £1,000.

RESOLVED: That, arrangements be made for signs to be erected at Rectory Meadow asking dog owners to clean up after their dog if it fouls on the public open space.

(b) Educational Access Visit

The Committee was advised of a visit from the Dartford Youth Rangers which had taken place on 18th November 2010 under the supervision of Groundwork Kent & Medway. A number of young people undertaking a BTEC in Horticulture at Wilmington Academy accompanied by their instructors had attended Rectory Meadow Local Nature Reserve to further their studies and undertook vegetation clearance around the Meadow edges and along the paths.

RESOLVED: That, the report be received and noted.

12. Allotments

(a) The Committee considered notes taken at a meeting with allotment holders held on 23rd November 2010.

RESOLVED: That, the rules relating to the Tenancy agreement with allotment holders be reviewed in light of the model issued by the National Society of Allotment & Leisure Gardeners Ltd and the views expressed by allotment holders at a meeting held on 23rd November 2010.

(b) The Committee considered a quotation from a tree surgeon to undertake works to Cherry trees overshadowing allotment plots 32 and 33.

RESOLVED: That, an alternative quotation be sought from T D Munday.

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

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

detrimental affect to the trees and would be providing a quotation to undertake this work.

RESOLVED: That, the report be received and noted.

13. Hartley Green

The Committee considered a quotation to replace the damaged bollard at Hartley Green.

RESOLVED: That, the quotation for the sum of £282 plus VAT from Ian J Paternoster to supply and fix 1 no 150 x 150 mm hardwood bollard, (Woodscape ref SGR), with a white reflective band set into concrete 1 metre into the ground and 500 mm above the ground be accepted.

14. Hartley Wood

(a) Management Plan

The Committee was advised that there was no further update on a management plan for Hartley Wood to be undertaken by the North West Countryside Partnership.

RESOLVED: That, the report be received and noted.

(b) Village Green application

The Committee was advised that notices would 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 17th January 2011.

RESOLVED: That, the report be received and noted.

15. Date of next meeting

Wednesday 2nd February 2011 at 7.30 p.m. in Hartley Library.

The meeting closed at 9.15 p.m.

Signed:.....

Date:.....

Chairman of the Amenities and Open Spaces Committee

Hartley Parish Council
Summary of Receipts and Payments
Amenities and Open Spaces (as at 30th November 2010)

Cost Centre	Receipts		Payments		Net Position Underspend (+) /Overspend (-)
	Estimated	Actual	Estimated	Actual	
5 Allotments	600.00	619.16	725.00	616.47	127.69
6 Open Spaces	2,580.00	1,669.00	26,000.00	18,098.05	6,990.95
7 Manor Field Pavilion	2,500.00	1,566.50	8,825.00	5,023.27	2,868.23
NET TOTAL	5,680.00	3,854.66	35,550.00	23,737.79	9,986.87
Total for ALL Cost Centres		68,247.67		80,897.13	
V.A.T.		2,247.44		3,735.00	
GROSS TOTAL		70,495.11		84,632.13	