

HARTLEY PARISH COUNCIL

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

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27th January 2011

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Wednesday 2nd February 2011** 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 6th December 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 27th January 2010. (Annexed).

Background document

Net financial position as at 27th January 2010.

6. Trees at Billings Hill Shaw

At the meeting of the Amenities and Open Spaces Committee held on 6th December 2010, it was reported that, following concerns from a resident of Grange Way about trees overhanging the public right of way and his property, the Public Rights of Way Officer had inspected the site and had confirmed that the trees at the end of Billings Hill Shaw were not the responsibility of Kent County Council.

It was resolved that further investigations be undertaken to establish the extent of which trees on Council land at Billings Hill Shaw were overhanging property in Grange Way.

The Committee is requested to consider the results of these investigations and agree a course of action, if necessary.

7. Playgrounds

(YELLOW)

(a) At the meeting of the Amenities and Open Spaces Committee held on 6th December 2011 it was resolved that the quotation from Safeplay to undertake works to the swings at Chantry Avenue and Woodland Avenue and the roundabout at Chantry Avenue be accepted.

The works to the swings at Chantry Avenue and Woodland Avenue were completed on 15th December 2010. The Contractor could not complete the works to the roundabout at Chantry Avenue as none of the bearings brought to site were suitable and an order for the new bearings had to be placed with the roundabout supplier. The Contractor intends to return to site to fit the new bearings to the roundabout on 24th January 2011.

Whilst on site on 15th December 2011 the Contractor advised that the bearings on the roundabout at Woodland Avenue required replacing. The Council's playground inspector, Maria Cook, was asked for an opinion on the condition of the bearings when she next visited the playgrounds. This may be viewed in the quarterly Operational Report dated 13th January 2011.

Safeplay has provided a quotation for works to replace the bearings but advise that the quotation provided is based on the assumption that there is no damage to the column. An alternative quotation is being invited.

The Committee is requested to consider any quotations received.

(b) To consider a quarterly Operational Report on the Council's three playgrounds undertaken by Maria Cook on 13th January 2011. (Annexed). The report indicates two medium risk items, one relating to a long nail adjacent to the gate at Woodland Avenue and the other item relating to algae growth on the surface at Longfield Hill.

Mr Munday removed the offending nail adjacent to the gate at Woodland Avenue on 20th January 2011 and applied "Simply Gone" to the safety surface below play equipment at Longfield Hill to remove the algae growth on 20th January 2011.

The committee is requested to confirm the Clerks actions regarding work undertaken in respect of the two medium risk items identified in the Operational Report.

[Background document](#)

[Quarterly operational report dated 13th January 2011](#)

(c) To note damage was sustained to the metal field gate and metal kissing gate at Woodland Avenue recreation ground at the beginning of December.

It has not been possible to ascertain, with any certainty, the date or cause of the damage to the gates and posts, as it was reported to the Council during the period of heavy snow at the beginning of December. The matter was, however, reported to the Police.

Emergency action was taken to make the kissing gate safe by removing the gate from site, which resulted in the recreation ground being open for access by motorbikes. The Clerk has made arrangements for the supply and fitting of a new field gate and post, new post for the kissing gate, re-hanging the salvaged kissing gate and repairs to the metal enclosure of the kissing gate.

The Committee is requested to confirm the Clerk's actions to make arrangements for repairs/replacement of the gates.

(d) A dangerous branch from an Oak tree was reported to the Council by a local tree surgeon on 21st January 2011 whilst undertaking other works for the Council at Woodland Avenue. The tree surgeon was of the opinion that the branch required urgent attention as it was hanging dangerously over the recreation ground. The Clerk authorised the offending branch to be cut down and left in the woodland area below.

The Committee is requested to confirm the Clerk's actions to make arrangements for the dangerous branch to be cut down.

(e) To consider an email dated 5th December 2010, from a local young resident, regarding the possibility of the provision of a skate park for the local young people. (Annexed).

8. Manor Field

a) Grant of electricity Easement

To receive a progress report on the execution of the Deed of Easement in respect of the electricity cable passing through land at Manor Field.

Background document

E mail dated 17th January 2011 from Martin Tolhurst Solicitors

[Draft Deed of Easement incorporating solicitors comments](#)

b) Moss Treatment

To consider treatment at Manor Field for the control of moss.

9. Longfield Hill

(GREEN)

a) Proposed new substation and underground cables

To receive a progress report on the proposed works to be undertaken by EDF Energy to install a new substation and underground cables at Longfield Hill.

Background document

Letter dated 15th October 2010 from the Freedom Group

Letter dated 8th November 2010 from Batcheller Thacker

Letter dated 16th November 2010 from Lambert & Foster

Letter dated 8th November 2010 from Martin Tolhurst Solicitors

b) Moss Treatment

To consider treatment at Longfield Hill for the control of moss

10. Rectory Meadow

(RED)

At the meeting of the Amenities and Open Spaces Committee held on 16th September 2010, the Committee considered a letter dated 31st August 2010 from the Rural Payments Agency, advising of the results of a Single Payments Scheme inspection carried out on 11th January 2010. The letter advised that following their inspection, no evidence of any agricultural activity had been found on the land and therefore, the land was not eligible for the scheme.

It was resolved that representations be made to the Rural Payments Agency, setting out the reasons why the Council considered it satisfied the eligibility criteria for making claims under the Single Payments Scheme.

The Committee is requested to note a letter dated 30th November 2010 from the Rural Payments Agency, in response to the Council's representations. (Annexed)

[Background document](#)

[Letter dated 30th November 2010 from Rural Payments Agency](#)

[Letter dated 12th November 2010 from Hartley Parish Council](#)

Letter dated 31st August 2010 from Rural Payments Agency

11. Allotments

(PINK)

Allotment rent invoices are issued to tenants annually in October. The Committee is requested to note that rent due from the tenant of allotment plot no 31, for the period 1st October 2010 – 30th September 2011 is currently outstanding, despite the issue of two reminders and a letter requesting the tenant to inform the Council of their intentions regarding the plot. No response has been received to either the rent reminders or the subsequent letter.

It should be noted that although no rent has been forthcoming, the plot is being cultivated.

The Committee is requested to consider a course of action.

12. 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 6th December 2010. **(WHITE)**
2. Financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 27th January 2010. **(BLUE)**
3. Quarterly Operational Report dated 13th January 2011. **(YELLOW)**
4. Email dated 5th December 2010 from a local young resident. **(YELLOW)**
5. Letter dated 30th November 2010 from Rural Payments Agency **(RED)**

Committee Membership

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

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