

HARTLEY PARISH COUNCIL

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

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7th April 2011

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Wednesday 13th APRIL 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 2nd March 2011 as a correct record. (Annexed).

Pursuant to Standing Order 1 (d) the Chairman of the Council will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.

4. Football at Manor Field

(ORANGE)

(a) To receive a report from Hartley De Sales FC.

(b) To consider an e mail dated 6th April 2011 from Hartley De Sales FC setting out their requirements for pitches next season. (Annexed)

Background document

E mail dated 6th April 2011 from Hartley De Sales FC

(c) To consider a request from Hartley De Sales U 9 team on one occasion after training to set up a trailer in the car park at Manor Field for playing X box games.

(d) To note a local U7 team has requested whether they may train at Manor Field on a Saturday morning. Hartley De Sales FC have been consulted and have no objection. The U7 team have been requested to train away from the pitches used by Hartley De Sales FC. They have also enquired about the use of the ground at Longfield Hill.

5. Financial Report (BLUE)

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 7th April 2011. (Annexed).

Background document

Net financial position as at 7th April 2011.

6. Routine Maintenance Contract 2011 – 2012

To consider any expressions of interest from companies or individuals in respect of the Council's Routine Maintenance Contract for the period 1st June 2011 to 31st May 2012, following public notice of the Council's intentions to appoint a contractor/s by displaying the invitation to quote on the Council's noticeboard outside Hartley Library on 21st March 2011 in compliance with Financial Regulation 11.1 (c) and to consider any quotations received in respect of the Routine Maintenance Contract for the period 1st June 2011 to 31st May 2012.

7. Pavilion

a) To note the welder employed to undertake repairs to the roof of the storage container has confirmed there are no further immediate problems with the condition of the roof but advises that if a problem occurs in the future the roof of the container could be covered with roofing felt.

b) To receive a report on damage to the Pavilion sustained overnight on 31st March/1st April 2011. (To follow)

8. Manor Field

(a) Grant of electricity Easement

The draft Deed of Easement in respect of the electricity cable at Manor Field states;

"The Grantee (Hartley Parish Council) hereby covenants with the Grantors (Mr R & E Glover) to the Grantors and their respective estates and effects indemnified from and against any act loss damage or liability suffered by the Grantors or their respective estates in the exercise of the right."

The Council's solicitor has advised that this matter should be referred to the Council's insurers. The Committee is requested to consider any response received from the Council's insurers in respect of the indemnity

Background document

E mails dated 17th January 2011 and 22nd December 2010 from Martin Tolhurst Solicitors

Draft Deed of Easement incorporating solicitor's comments

9. Worm control & Fertilizer at Manor Field and Longfield Hill (GREEN)

To consider quotations for the control of worms at Manor Field, and Longfield Hill, and the application of Fertilizer at Manor Field. (Annexed).

Background document

Report on quotations received in respect of worm control & Fertilizer at Manor Field and Longfield Hill

10. Gorse Wood

To receive a report on the clearance of Gorse Wood.

11. Longfield Hill

Proposed new substation and underground cables

To receive a 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 16th March 2011 to Martin Tolhurst Solicitors

Letter dated 16th March 2011 to Batcheller Thacker

12. Woodland Avenue

At a PACT meeting held on 6th April 2011 residents complained about vegetation overhanging the footpath in Woodland Avenue from the recreation ground. The area has been inspected but does not present a problem at this moment. However when the shrubs come into leaf they may present a problem.

The Committee is requested to authorise the Clerk to make arrangements for the shrubs to be cut back if they present a problem.

13. Foxborough Wood

To confirm the Clerk's actions to make arrangements for the removal of dead wood from an Oak tree located in Foxborough Wood which was in danger of falling onto Grange Lane at a cost of £150 plus VAT. The tree surgeon has removed the dead wood and severed the Ivy at the base which was enveloping the tree. The tree surgeon inspected the Oak tree during the emergency works and advises that the upper canopy is live and is hopeful that when the tree is in leaf and the Ivy dies away from the crown, it will be visually better and healthier.

14. Allotments

(PINK)

(a) Tenancy agreement

To consider advice from the National Society of Allotment & Leisure Gardeners Ltd on insurance protection for individual allotment holders and notice period required to change tenancy agreements with allotment holders.

(b) Fence

A resident of the sheltered bungalows in Wellfield has reported an increase in anti social behaviour at the rear of the bungalows and requests the Council give consideration to instating a fence between the bungalows and the allotments.

15. Rectory Meadow

(a) To consider a quotation (if available) to cut the grass and remove cuttings at Rectory Meadow on three occasions, in accordance with the Council's Specification.

(b) To consider authorising the Clerk, in consultation with the Chairman of the Amenities and Open Spaces Committee, to make arrangements for the entrance into

Rectory Meadow off Bancksides to be kept clear during the summer as may be required.

16. 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 2nd February 2011. **(WHITE)**
2. E mail 6th April 2011 from Hartley De Sales FC **(ORANGE)**
3. Financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 7th April 2011. **(BLUE)**
4. Report on quotations received in respect of worm control and fertiliser at Manor Field & Longfield Hill. **(GREEN)**
5. Draft Tenancy Agreement **(PINK)**

Committee Membership

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

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