

HARTLEY PARISH COUNCIL

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

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22nd November 2011

Dear Councillor

You are invited to attend a meeting of the Amenities and Open Spaces Committee to be held on **Tuesday 29th November 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

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 28th September 2011 as a correct record. (Annexed). **(WHITE)**

The Committee is requested to note the following correction to the minutes:

Cllr Mr Fernley declared a personal and prejudicial interest under minute item 4(b) in respect of the 2011/12 football fees due from Hartley De Sales FC, as her son plays for the football club and withdrew from the meeting during discussion and voting on the matter.

Pursuant to Standing Order 1 (d) the Chairman 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 on the agenda.

4. Football at Manor Field

To receive a report from Hartley De Sales FC in respect of football at Manor Field.

At the meeting of the Amenities and Open Spaces Committee held on 28th September 2011, it was agreed that Hartley De Sales FC be asked to investigate the feasibility of referees signing a book before each match to confirm the condition of the posts are safe. The Committee is requested to consider the outcome of those investigations.

5. Financial Report (CREAM)

To consider a financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 22nd November 2011. (Annexed).

Background document

Net financial position as at 22nd November 2011. (CREAM)

6. Allotments

(a) To receive and note a report of the meeting with allotment holders held on 10th November 2011 and to consider any actions arising therefrom. (Annexed). **(GREEN)**

Background document

Notes of a meeting with allotment holders held on 10th November 2011. (GREEN)

(b) To review the risk assessment of the allotments. (Annexed) **(WHITE)**

Background document

Risk assessment of allotments (WHITE)

(c) To consider a request from the allotment holder of plot number 3 to divide her plot into two as the plot as it stands at the moment is too large for her to manage.

(d) To consider the request of an allotment holder to amend the rule number 8 relating to the allotments to allow the erection of sheds and greenhouses.

7. Pavilion

To consider future arrangements for cleaning out the cesspool.

8. Grass cutting contract 2012-14

To consider quotations in respect of the grass cutting for the Council's open spaces for the period 2012–14.

9. Manor Field

(a) Grant of Electricity Easement

To consider a report on the grant of an Easement on land at Manor Field for the electricity cable. (Annexed). **(YELLOW)**

Background document

Report on the grant of an Easement on land at Manor Field (YELLOW)

E mails dated 14th November 2011 from Martin Tolhurst Solicitors

Draft Deed of Easement incorporating solicitor's comments

(b) Plaque

To consider an e mail dated 9th November 2011 in respect of a request to mark an Oak tree planted in Manor Field in memory of a Scout leader from the Longfield & Hartley Scout Group. The family have suggested using a length of rust-free chain shackled to an engraved non-metallic plaque hung from the tree.

The Committee is requested to consider this suggestion.

Background document

E mail dated 9th November 2011

10. Gorse Wood

To receive a report on the clear up of Gorse Wood on 28th October 2011. (Annexed).
(PINK)

Background document

Press release issued to Town and Country Post (PINK)

11. Longfield Hill

To consider a letter dated 4th November 2011 from agents acting on behalf of Hartley Parish Council in respect of the proposed works to be undertaken by EDF Energy to install a new substation and underground cables at Longfield Hill. (Annexed). **(DARK GREEN)**

Background document

Letter dated 4th November 2011 from Batcheller Monkhouse (DARK GREEN)

12. Rectory Meadow

(a) To consider the outcome of a meeting held with the North West Kent Countryside Partnership on 21st November 2011 to discuss the future management of Rectory Meadow.

(b) To consider a letter dated 25th September 2011 from Natural England setting out the Council's options now that the funding through the Countryside Stewardship Scheme has come to an end. (Annexed). **(CREAM)**

Background document

Letter dated 25th September 2011 from Natural England. (CREAM)

Example map (CREAM)

13. Playgrounds

(a) Vandalised fencing

To note the fence around the children's play area at Chantry Avenue was vandalised on 27th October 2011 and the top rail of the post rail fence next to the highway at Woodland Avenue was vandalised.

To confirm the Clerk's actions to make arrangements for repairs to the vandalised fence at Chantry Avenue at a cost of £198.00 and to replace the missing rails at Woodland Avenue.

(b) Woodland Avenue – Operational Inspection (CREAM)

To consider the operational inspection of the Council's playgrounds undertaken on 14th November 2011 by Ms M Cook and the action taken in relation thereto. (To follow).

Background document

Operational inspection report undertaken on 14th November 2011

(c) Woodland Avenue – roundabout

To consider further the replacement of the roundabout at Woodland Avenue.

Members are reminded that at a meeting of Hartley Parish Council held on 14th November 2011, it was suggested that the Council could consider providing new play or exercise equipment dedicated to the Queen's Diamond Jubilee. Applications for funding could be made to the local County Councillor through the County Council Members' Fund and/or to Sevenoaks District Council through the Big Community Fund.

14. Tree Management – Hartley Wood

To consider concerns raised by a resident of Gorsewood Road about the condition of two Cherry trees located in Hartley Wood next to the path leading to the subway under the railway line.

[Background documents](#)

[Photographs taken on 11th November 2011](#)

15. Noticeboards

To consider a quotation to replace the noticeboard at Hoselands Green, if available.

[Background document](#)

[Schedule of noticeboards](#)

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 28th September 2011. **(WHITE)**
2. Financial report indicating the net position of the allotments, open spaces and Manor Field Pavilion as at 22nd November 2011. **(CREAM)**
3. Notes on a meeting with the allotment holders held on 10th November 2011 **(GREEN)**
4. Risk assessment of the allotments **(WHITE)**
5. Report on the grant of an Easement on land at Manor Field **(YELLOW)**
6. Gorse Wood clear up - Press release issued to Town and Country Post **(PINK)**
7. Letter dated 4th November 2011 from Batcheller Monkhouse **(DARK GREEN)**
8. Letter dated 25th September 2011 from Natural England and map **(CREAM)**

Committee Membership

Cllr Abraham (ex officio)
Cllr Mrs Cole
Cllr Glander
Cllr Mrs Oxtoby (ex officio)

Cllr Burchell
Cllr Mrs Fernley
Cllr Graeme
Cllr Sewell