



To all Members of the Open Spaces Committee

You are hereby summoned to attend a meeting of the Open Spaces Committee at the Parish Council Offices, Lower Green Road Recreation Ground, Lower Green Road, Pembury TN2 4DZ on **Monday 28 September 2020 at 3:00pm.**

Helen Munro

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Parish Clerk

Date of Issue: 22 September 2020

Members of the Public and Press are welcome to attend

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy the Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

A G E N D A

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 15 June and 22 July 2020 for signature.
4. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
5. **CLERK'S REPORT.** To receive report and update on previous actions.
6. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council.
Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Parish Council.

Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will be excluded from the meeting for the next items of business on the grounds that it will involve the likely disclosure of exempt information.

7. **DRAFT LOCAL PLAN.** To receive update on meeting with TWBC and consider the Committee's views on queries raised for recommendation to Full Council.

The meeting will be re-opened to the press and public

8. **PEMBURY BURIAL GROUNDS.**
 - a. To consider Terms and Conditions of the Burial Grounds.

- b. To consider continuing to allow plot reservations and agree details.
 - c. To receive request to pay for a reservation by instalments.
 - d. Memorial Benches
 - i. to consider request for memorial bench at Old Church
 - ii. to receive recommendation on type of bench offered and charges
 - iii. to agree delegation arrangements for future requests for memorial benches
 - e. To consider burial fees for 2021-22.
 - f. Signage – to consider installing signage at the burial ground and receive quotes.
9. **OLD CHURCH.** To receive and note report from Kent Wildlife Trust confirming the graveyard’s continuing status as a Local Wildlife Site.
10. **ALLOTMENTS.**
- a. To consider allotment rents for 2022-23.
 - b. To consider amendments to the Conditions of Tenancy.
11. **LOWER GREEN RECREATION GROUND.** To consider:
- a. Sports pitch fees for 2021-22.
 - b. To note annual playground RoSPA inspection.
 - c. Quotes for playground repairs following the Annual Playground Inspection.
 - d. Quotes for wet pour.
 - e. Approval of new picnic bench for the playground.
 - f. Request to allow Cardio Tennis.
 - g. Request to apply for temporary Membership with the Lawn Tennis Association.
12. **WOODSIDE PLAYING FIELDS.** To consider request to install memorial benches adjacent to the pitches and agree conditions.
13. **BUDGET 2021-22.** To consider wish list for 2021-22 projects for recommendation to Full Council.
14. **COMMUNITY GARDENING.** To consider future funding and/or involvement in community gardening projects.
15. **LITTER PICK.** To receive update and consider future event.

16. **NEW PROJECTS.** To receive update and agree next steps.
 - a. Old Coach Road – pond dipping platform.
 - b. Floral display on the Village Green
 - c. Pembury Rocks and NHS display
 - d. Graffiti Wall
17. **RISKS.** To consider any new risks affecting the Council and actions required.
18. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** For information only.
19. **NEXT MEETING DATE.** 30 November 2020 at 3pm.