



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 20 September 2021** at **3.00pm**.

#Munro

Helen Munro
Parish Clerk
Date of Issue: 14 September 2021

Members of the Public and Press are welcome to attend

During the Coronavirus pandemic and the subsequent recovery, we will continue to request that all attendees wear face masks or shields until seated, unless exempt. In the interests of keeping everyone safe it is strongly recommended that all attendees undertake a lateral flow test on the day of the meeting.

Hand sanitiser will be provided on entry. The meeting room will be well ventilated, please ensure if attending, that you wear appropriate clothing. Public attendance will be limited to 3 attendees to allow for the continuance of social distancing.

**Please contact Helen Munro, Clerk, to reserve a seat:
clerk@pemburyparishcouncil.gov.uk or 01892-870382.**

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 approve minutes from the committee meeting on 8 March 2021 for approval and signature.
4. **MINUTES FROM CONSULTATION MEETINGS.** To approve minutes from the consultation meeting on 21 July 2021 for approval and signature.
5. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
6. **CLERK'S REPORT.** To receive report and update on previous actions.
7. **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.
8. **TENNIS COURTS – LOWER GREEN RECREATION GROUND.**

- a. To note resident's comments on tennis court usage
 - b. To receive update and report on tennis court usage
 - c. To agree terms of use of courts for 2022/21 for recommendation to Full Council.
 - d. To agree future review process.
9. **ALLOTMENTS.** To consider the following for approval:
- a. Conditions of Tenancy
 - b. Allotment rents for 2023-24
10. **BURIAL GROUNDS.** To consider the following for approval:
- a. Burial Ground Regulations
 - b. Charges for 2022-23
11. **SPORTS GROUNDS.** To consider charges for 2022-23 for approval:
- a. Football Pitches – Lower Green Recreation Ground – annual rent
 - b. Football Pitches – Woodside Playing Fields – annual rent
 - c. Cricket Pitch – annual grounds maintenance fee
 - d. Tennis Courts – hourly coaching hire
12. **BUDGET 2022-23.** To consider a wish list of projects for recommendation to Full Council.
13. **RISKS.** To consider any new risks affecting the Council and actions required.
14. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** For information only.
15. **MEETING DATES.** To consider the next meeting date, time and location.