

Minutes of the **OPEN SPACES COMMITTEE** held on **Monday 20 September 2021** at 3:00pm.



Councillors Present:

Cllr P Gillan (Chair)
Cllr M Weaver

Cllr K Brooks

Apologies

Cllr A Partridge
Cllr C Snow (Vice-Chair)

Cllr S Sharp

Also in attendance:

Helen Munro (Clerk)

- OS21/1. **APOLOGIES FOR ABSENCE.** Cllrs Partridge, Sharp and Snow gave their apologies with reasons which were accepted.
- OS21/2. **DECLARATIONS OF INTEREST.** There were none.
- OS21/3. **MINUTES.** The minutes from the committee meeting held on 8 March 2021 were duly approved and signed by the Chair.
- OS21/4. **MINUTES FROM CONSULTATION MEETINGS.** The minutes from the consultation meeting on 12 July 2021 were approved and signed by the Chair.
- OS21/5. **CHAIRMAN'S ANNOUNCEMENTS.** There were none.
- OS21/6. **CLERK'S REPORT.** The following report was **noted**:
- a. Burial Ground Notice Board
The notice board is progressing well and is expected shortly.
 - b. Burial Ground – personal items
Personal items and Astro turf have been removed. Re-seeding of the soil underneath the Astro turf has been undertaken.
 - c. Tree work
Approved medium priority work to be scheduled in later this year.
 - d. Community Gardening – Bo Peep Gateway
Large logs from the beech tree from the allotments to be put in the area to delineate between the wild area and managed area.

- e. Skate Park
This was discussed at Full Council on 6 September and will be on the next Open Spaces Committee agenda for discussion.
- f. Muddy Path at Lower Green Recreation Ground
To be discussed further at the next Open Spaces Committee meeting.
- g. Pembury Burial Grounds – Holly Hedge
The planning application to cut the trees in the hedge to the existing hedge height has been approved. The resident has been informed and will arrange for their contractor to undertake the works in due course.
- h. Allotment - quote for work to water taps
An additional quote has not been obtained due to workload issues.
- i. Allotment inspections
The next inspection has not been arranged due to workload issues.
- j. Litter pick
This will take place on Saturday 2 October from 10:30am on the Village Green.
- k. Planting a Tree for the Platinum Jubilee
Final arrangements to be agreed at the next meeting.

OS21/7. **OPEN SESSION.** There were no members of the public present.

OS21/8. **TENNIS COURTS – LOWER GREEN RECREATION GROUND.**

- a. Residents' comments on tennis court usage were noted.
- b. An update and report on tennis court usage was noted.
- c. The terms of use of courts for 2022/21 were discussed. It was **RESOLVED** that the following terms of use would be recommended to Full Council:
 - i. Court 1 would be available for public use at all times.
 - ii. Court 2 would be available for public use at the following times:
 - Monday to Friday – 11am to 4pm and after 6pm
 - Saturday – from 11am
 - Sunday – all day

- iii. Court 2 would be available for tennis coaching at the following times:
 - Monday to Friday – before 11am and between 4pm and 6pm.
 - Saturday – before 11am
 - Sunday – no coaching permitted.
 - iv. Public use of the courts would be on a first come first served basis.
 - v. Exclusive tennis coaching would be negotiated annually before the start of the tennis season in April. Providers would be invited to apply by tender. An application form and criteria for selection to be created.
 - vi. Banners – only the Parish Council would be permitted to display banners on the tennis courts.
 - vii. Posters – one A4 poster only advertising tennis coaching.
 - viii. Earmarked reserve – all income from tennis coaching to be put to one side in an earmarked reserve from April 2022. All day-to-day expenditure of the tennis courts to come from the reserve. Remaining funds in the reserve to be reinvested back into the tennis courts.
- d. It was **RESOLVED** that the new terms of use for tennis coaching would be reviewed again at the July 2022 Committee meeting.

OS21/9. **ALLOTMENTS.** The following were considered:

- a. Conditions of Tenancy – the amended conditions about the use of pesticides and weedkiller were approved by **RESOLUTION**.
- b. It was **RESOLVED** to increase Allotment rents for 2023-24 to £22 per half plot per annum.

OS21/10. **BURIAL GROUNDS.** The following were considered:

- a. Burial Ground Regulations – the proposed amendments introducing a requirement for Pembury residents to show proof of residence, the change in times for commencement of ceremonies, and restrictions on commemorative gatherings were approved by **RESOLUTION**. It was also agreed that payment by instalments would not be permitted in future.
- b. Charges for 2022-23 – it was **RESOLVED** that these are not changed.

OS21/11. **SPORTS GROUNDS.** The following charges for 2022-23 were approved by **RESOLUTION**:

- a. Football Pitches – Lower Green Recreation Ground – annual rent - £560

- b. Football Pitches – Woodside Playing Fields – annual rent - £2,825
- c. Cricket Pitch – annual grounds maintenance fee - £505

- d. Tennis Courts – hourly coaching hire - £5.50 per hour

OS21/12. **BUDGET 2022-23.** The following wish list of projects were discussed for recommendation to Full Council:

- Skate Park. It was also **RESOLVED** to use the collection from the 2021 Fireworks Display towards the project, the Parish Council to match the amount of donations and a Crowd funding page set up. This would be added to the next Communication & Events Committee and Full Council agendas for discussion and approval.
- Allotment water pipe work and taps.
- Tennis court clean and repaint court lines - £3,500

Projects from 2021-22 budget were discussed. Research on where to locate the additional dog bin would be undertaken shortly and discussed at the next Committee meeting. Other projects would also be discussed at the next Committee meeting.

OS21/13. **RISKS.** No new risks had been identified.

OS21/14. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** Holding the Picnic on the Green at the Recreation Ground was raised. This would be added to the next Communications & Events Committee agenda.

A request to consider the provision of a public toilet in the Recreation ground was discussed. This would be added to the next Open Spaces Committee agenda.

OS21/15. **MEETING DATES.** The next meeting would be held in the Parish Office meeting room on 29 November 2021 at 3pm.

There being no other business, the meeting closed at 16:21.

Signed: _____ Date: _____
Chairman