

## To all Members of the Open Spaces Committee

Cllrs Brooks, Gillan, Reilly, Snow & Weaver



You are hereby summoned to attend a meeting of the Open Spaces Committee at Pembury Baptist Church Hall, Romford Road, Pembury TN2 on **Monday 29 November 2021** at **3.00pm**.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 23 November 2021

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### 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 hall will be well ventilated, please ensure if attending, that you wear appropriate clothing. Public attendance will be limited to allow for the continuance of social distancing. Please contact Helen Munro, Clerk, to reserve a seat: [clerk@pemburyparishcouncil.gov.uk](mailto:clerk@pemburyparishcouncil.gov.uk) or 01892-823193**

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## A G E N D A

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1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.  
  
*The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.*
3. **MINUTES.** To approve minutes from the committee meeting on 20 September 2021 for approval and 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.

*To allow Members of the public residing or working within the Council's boundary an opportunity to make representations or put questions to the Council for a maximum of 3 minutes per person. This item of business to last no more than 10 minutes as per the Council's Standing Orders. 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 Committee. For further information please see [our website](#).*

7. **TENNIS COACHING TENDER.**
  - a. To note comments from coaching clients about the tennis coaching.
  - b. To consider draft advert, process and timetable.
  - c. To consider draft application form.
  - d. To consider scoring matrix.
  
8. **TABLE TENNIS TABLES – LOWER GREEN RECREATION GROUND.** To receive quotes for table tennis tables and agree location of tables.
  
9. **PLAYGROUND EQUIPMENT – LOWER GREEN RECREATION GROUND.**
  - a. To receive annual RoSPA Inspection and note findings.
  - b. To consider quotes for repair work to the children’s playground.
  - c. To consider quotes for safety surfacing.
  - d. To review budget and consider a work schedule for recommendation to Full Council.
  
10. **TREES.** To receive quotes for work to trees with ash dieback for recommendation to Full Council.
  
11. **PLATINUM JUBILEE COPSE & SPECIMEN TREES.** To receive update on trees and consider alternative plans for a tree planting event.
  
12. **PUBLIC TOILET.** To receive request to consider the provision of a public toilet in Lower Green Recreation Ground.
  
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.** 28 February 2022 at 3pm – Parish Office Meeting Room.