

Minutes of the **OPEN SPACES COMMITTEE** held at Pembury Baptist Church Hall, Romford Road on **Monday 29 November 2021** at 3:00pm.



Councillors Present:

Cllr P Gillan (Chair)
Cllr D Reilly

Cllr K Brooks
Cllr C Snow (Vice-Chair)

Apologies

Cllr M Weaver

Also in attendance:

Helen Munro (Clerk)

- OS21/16. **APOLOGIES FOR ABSENCE.** Cllr Weaver gave her apologies with reasons which were accepted.
- OS21/17. **DECLARATIONS OF INTEREST.** Cllr Reilly declared an interest about Parish Council owned trees discussed in item OS21/29.
- OS21/18. **MINUTES.** The minutes from the committee meeting held on 20 September 2021 were duly approved and signed by the Chair.
- OS21/19. **CHAIRMAN'S ANNOUNCEMENTS.** The Chair reported that Cllr Partridge had now left the committee. She was thanked for her contribution. Cllr Reilly was welcomed to the committee.
- OS21/20. **CLERK'S REPORT.** The following report was **noted**:
- a. Tree work
Approved medium priority work to be scheduled in later this year.
 - b. 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.
 - c. Skate Park
No Progress has been made to date.
 - d. Climbing Frame
No progress has been made to date.
 - e. New Dog Bin
Residents have been asked their views on where to locate an additional dog bin. The majority of responses asked for the bin to be in Henwood Green Road or Hastings Road. Further work will be undertaken and added to a future agenda for discussion.

- f. Pembury Burial Grounds – Holly Hedge
A contractor has been appointed and a date is to be arranged before Christmas.
- g. Allotment - quote for work to water taps
An additional quote has not been obtained due to workload issues.
- h. Allotment inspections
The next inspection has not been arranged due to workload issues.
- i. Allotment Renewals
Renewals are in progress. A few outstanding payments are being chased.
- j. Picnic on the Green
Full Council agreed that the event be moved to the Recreation Ground.

OS21/21. **OPEN SESSION.** There were no members of the public present.

OS21/22. **TENNIS COURTS – LOWER GREEN RECREATION GROUND.**

- a. Residents' comments on tennis court usage were noted.
- b. The draft advert was circulated and discussed. It was **RESOLVED** that the advert be approved.
- c. The process was discussed. It was **RESOLVED** that a panel be formed of Cllrs Brooks, Reilly and Stratton to assess the applications. The Panel's recommendation would be considered at the January Full Council meeting.
- d. It was **RESOLVED** that the proposed timetable be approved. The deadline for applications was agreed as 4 January 2022. The Panel would consider the applications and make a recommendation to Full Council for discussion at their meeting on 10 January 2022.
- e. The application form was reviewed, and it was **RESOLVED** the form be approved once minor amendments were added.
- f. It was **RESOLVED** that the scoring matrix be approved.
- g. It was **RESOLVED** to review the use of coaching banners on the courts at the next Full Council meeting.

- OS21/23. **TABLE TENNIS TABLES – LOWER GREEN RECREATION GROUND.** Quotes were circulated and discussed. It was **RESOLVED** that 2 rounded corner table tennis tables be purchased from Mant Leisure for £5,660 plus VAT. The Clerk would apply for the Section 106 funding for the tables from Tunbridge Wells Borough Council. Installation to be undertaken prior to February 2022 half term.
- It was **RESOLVED** that the tables would be located next to the adult gym equipment furthest away from the perimeter path.
- OS21/24. **PLAYGROUNDS EQUIPMENT – LOWER GREEN RECREATION GROUND.**
- a. The annual RoSPA Report was noted.
 - b. Quotes for repairs were circulated and considered. The committee noted that significant work was required as the play equipment was starting to age. A further quote was awaited and would be presented at the next committee meeting.
 - c. Advice had been taken on works required to the playground safety surfacing. It was **RESOLVED** that repairs be undertaken rather than replacement. Quotes for the repairs would be presented at the next committee meeting.
 - d. The budget was reviewed, and it was likely that additional funding from general reserves would be required for the works. This would be highlighted at the next Full Council meeting.
- OS21/25. **TREES.** Quotes for work to trees with ash dieback were circulated and discussed. It was **RESOLVED** to recommend to Full Council that Contractor B be appointed to do the reduced work for £2,860.
- OS21/26. **PLATINUM JUBILEE COPSE & SPECIMEN TREES.** An update was reported. It was **RESOLVED** to delegate the arrangements to the Clerk in consultation with Cllr Hall. An alternative date from mid-January onwards would be arranged. A suggested dignitary would be approached to attend the event along with children from the primary school.
- OS21/27. **PUBLIC TOILET.** A request to consider this item was raised at the last Committee meeting. The provision of a public toilet was discussed but there were significant concerns about the excessive capital and running costs. The location of the public toilet would also be contrary to guidance to avoid future anti-social behaviour issues.
- OS21/28. **RISKS.** No new risks had been identified.

OS21/29. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.**

- A request to thank volunteers for their work on this year's poppy display was raised. A letter would be sent.
- Cllr Reilly declared an interest in the item and asked about the maintenance of overhanging trees from Lower Green Cemetery. It was the Parish Council's policy to only fund works where there was a danger to people or property or where the tree was damaged or diseased.

OS21/30. **MEETING DATES.** The next meeting would be held in the Parish Office meeting room on 28 February 2022 at 3pm.

There being no other business, the meeting closed at 15:57.

Signed: _____ Date: _____
Chairman