

**To all Members of the Open Spaces Committee**

*Cllrs Birch, Brooks, Gillan, Snow, Weaver & Webster*



You are hereby summoned to attend a meeting of the **OPEN SPACES COMMITTEE** at the Parish Office, Lower Green Recreation Ground, Pembury, TN2 4DZ on **Monday 26 June 2023 at 3:00pm.**

*H Munro*

Helen Munro

Parish Clerk

Date of Issue: 20 June 2023

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**Members of the Public and Press are welcome to attend**

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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 27 February 2023 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. **ALLOTMENTS.**

a. To consider the purchase of a communal shredder for use by allotment holders.

b. To consider request to use an allotment plot to grow on saplings for later planting around the parish.

8. **BURIALS.** To receive report and consider revising fee for Transfer of Grave ownership.
9. **BURIAL GROUND.** To receive correspondence about a homeless man living in his car and agree next steps.
10. **OLD CHURCH.**
  - a. To note remedial action required to tarmac path.
  - b. To agree specification of works.
  - c. To receive quotes obtained.
11. **WAR MEMORIAL.** To consider cleaning the stone plaque in front of the war memorial and adding to a future budget.
12. **LOWER GREEN RECREATION GROUND.**
  - a. To consider request from a resident to install a public toilet in the Recreation Ground.
  - b. To consider damage to single point swing and discuss next steps.
  - c. To consider request from Tennis Coach to allow music for Cardio Tennis.
  - d. To consider quotes for removal / disposal of the garage. The roof contains asbestos so would need to be removed by a specialist contractor.
13. **COMMUNITY LITTER PICK.**
  - a. To consider date and time for the event.
  - b. To agree roles and volunteers.
14. **REPLACEMENT GROUNDS MAINTENANCE EQUIPMENT.** To receive quotes for battery operated hedge cutter, power backpack and quick charger and approve contractor.
15. **COFFEE VAN.** To receive request to allow a coffee van to trade from the Village Green for consideration.
16. **RISKS.** To consider any new risks affecting the Council and actions required.
17. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** For information only.
18. **MEETING DATES.** 25 September 2023 at 3pm – Parish Office Meeting Room.