

To all Members of the Open Spaces Committee

Cllrs Barrett, Reilly, 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 25 September 2023** at **3:00pm**.

*H*Munro

Helen Munro

Parish Clerk

Date of Issue: 19 September 2023

Members of the Public and Press are welcome to attend

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.

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 26 July 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. **BURIALS.**

- a. To consider changing the notice period of an interment/burial from three working days to seven working days. Changes to be made in the Burial Ground rules and the Notice of Interment form.

- b. To consider changing the wording in the Burial Ground rules under 5.3 to say "interments/burials can go ahead on a particular day and time if convenient to the Parish Council staff and gravedigger".

8. **OLD CHURCH.**

- a. To consider options for the path and agree the specification.
- b. To receive quotes for various options for the path.
- c. To make a recommendation to Full Council on the next steps.

9. **LOWER GREEN CEMETERY.**

- a. To receive update and note advice received from the Sussex Lund and grant funding opportunities.
- b. To consider results of resident survey.

10. **LOWER GREEN RECREATION GROUND.**

- a. To receive RoSPA annual inspection report for play equipment and note recommendations.
- b. To receive update on external storage and problems with delivering a shipping container to the site of the old garage.
- c. To consider other options.
- d. To receive correspondence from a resident about the lack of shading at the playground and consider options.

11. **PLAY EQUIPMENT FUNDED BY SECTION 106.** To discuss provision of new equipment and next steps.

12. **BUDGET 2024-25.** For recommendation to the Finance & HR Committee for inclusion in the budget.

- a. To consider a wish list for projects for 2024/25.
- b. To review burial fees for 2024/25.
- c. To review sports pitch fees for 2024/25.
- d. To consider allotment fees for 2024/25.

13. **MOTION FROM CLLR BARRETT.** To consider getting involved in the Big Green Week 2024 and raising awareness of the Asian hornet problem.

14. **RISKS.** To consider any new risks affecting the Council and actions required.

15. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** For information only.

16. **MEETING DATES.** 15 January 2023 at 3pm – Parish Office Meeting Room.