

Minutes of the **OPEN SPACES COMMITTEE** held at Pembury Parish Council offices on **Monday 25 September 2023** at 3pm.



**Councillors Present:**

Cllr C Snow (Chair)  
Cllr M Barrett

Cllr D Reilly (Vice-Chair)

**Apologies:**

Cllr M Weaver

Cllr J Webster

**Officers present:**

Helen Munro (Clerk)

23/187. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllrs Weaver and Webster. The reasons given were accepted.

23/188. **DECLARATIONS OF INTEREST.** Cllr Barrett declared an interest in item 23/167d. as he was an allotment tenant.

23/189. **MINUTES.** The minutes from the committee meeting held on 26 June 2023 were approved and signed by the Chair as an accurate record.

23/190. **CHAIRMAN'S ANNOUNCEMENTS.** There were none.

23/191. **CLERK'S REPORT.** The following report was **noted**:

- a. Fruit Tree Avenue. Trees have been ordered and are due for delivery in early December. Planting will take place shortly after delivery.
- c. Wildflower Meadow Improvements. Work to be undertaken this week.
- d. Dog Bins. A new contact was approached about putting a bin on the grass area on Henwood Green Road. A response is still awaited. It was agreed that this should be escalated to the Chief Executive.
- e. War Memorial. The grant application for repairs to the paving was unsuccessful.
- f. Litter pick. The Rapid Relief Team are joining the litter pick and providing refreshments.
- g. Allotment plot for trees. A plot has been allocated for tree planting.
- h. Burial Ground. Contact has been made with the Community Warden and she is liaising with the person in question.
- i. War Memorial Plaque. Cleaning of the plaque to be scheduled as a winter task.

- j. Single Point Swing. The insurance claim was successful, and a replacement universal joint has been ordered and is awaited.
- k. Letter to businesses. Cllr Snow would draft the letters to be printed in the office.

23/192. **OPEN SESSION.** There was no one to speak.

23/193. **BURIALS.**

- a. Consideration was given to changing the notice period of an interment/burial from three working days to seven working days. It was **RESOLVED** that this be approved.
- b. Consideration was given to changing the wording in point 5.3 of the Burial Ground rules to "interments/burials can go ahead on a particular day and time if convenient to the Parish Council staff and gravedigger". It was **RESOLVED** that this be approved.

23/194. **OLD CHURCH.**

- a. Consideration of various options for the paths were discussed. There was concern about future problems and durability of some of the options. It was agreed that removal of the existing material and laying a 0.8m wide tarmac path with groundwork base and wearing course to both paths either side of the church was the preferred option.
- b. Quotes for various options for the path were noted. Further quotes would be obtained for the preferred option and brought back for discussion at the next Committee meeting after authorisation from Full Council.
- c. It was **RESOLVED** to recommend that a tarmac path be laid to both sides of the church to Full Council. Costs to be funded from general reserves.

23/195. **LOWER GREEN CEMETERY.**

- a. An update and advice received from the Sussex Lund and grant funding opportunities was noted.
- b. Results of resident survey were noted. 90% of replies were in support of rewilding the cemetery but there were some concerns from members of the public visiting graves.
- c. It was **RESOLVED** that further research be undertaken with the Sussex Lund into their suggestion to keep graves more visible with a

“short, back and sides” approach. It was acknowledged that this was a long term project and would require refinement to get the balance right between the opposing needs.

23/196. **LOWER GREEN RECREATION GROUND.**

- a. The annual RoSPA inspection report for play equipment was circulated and its recommendations were noted. There were no significant issues. It was agreed that quotes for the recommended work would be obtained and brought to future Committee meetings.
- b. An update on problems with delivering a shipping container to the site of the old garage were reported. Contractors would not deliver to the site as their lorries would have to drive over grass.
- c. Other contractors and options were being explored and would be discussed at a future committee meeting.
- d. Correspondence from a resident about the lack of shading at the playground was discussed. It was agreed that research be undertaken into what options and funding streams were available. This would be discussed at the next Committee meeting.

23/197. **PLAY EQUIPMENT FUNDED BY SECTION 106.** The provision of a new climbing frame to be funded by section 106 monies was discussed. The type of equipment could only be changed with the agreement of Tunbridge Wells Borough Council and the developer necessitating an amendment to the legal agreement. It was agreed not to consider other types of equipment and move on with the project for climbing frame equipment for older children.

It was agreed that a proposal with the next steps and examples of possible equipment would be discussed at the next Committee meeting.

23/198. **BUDGET 2024-25.** It was **RESOLVED** to make the following recommendation to the Finance & HR Committee for inclusion in the budget.

- a. The wish list for projects for 2024/25 to include additional trees to provide shade for the playground.
- b. Recommended changes to burial fees for 2024/25 were approved.
- c. Recommended changes to sports pitch fees for 2024/25 were approved.
- d. Recommended changes to allotment fees for 2024/25 were approved.

23/199. **MOTION FROM CLLR BARRETT.** Consideration of getting involved in the Big Green Week 2024 (8 to 16 June) and raising awareness of the Asian

hornet problem was discussed. A litter pick during the Big Green Week could be scheduled.

It was suggested that other involvement should be discussed through the Climate & Environmental Action Working Group. Cllr Barrett to suggest suitable activities for the Parish Council to be involved in.

An article in the next Pembury Village News about the Asian hornet to be discussed by the PVN Working Group at their next meeting.

Social media posts would be shared about the Asian hornet.

23/200. **RISKS.** No new risks had been identified.

23/201. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** There were none.

23/202. **MEETING DATES.** The date of **15 January 2024** for the next Open Spaces meeting was noted.

There being no other business, the meeting closed at 16:48pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman