

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 15 January** at **3:00pm**.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 9 January 2024

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 25 September and 6 November 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 & BURIAL GROUNDS.** For recommendation to Full Council
 - a. To consider memorial policy.
 - b. To consider quote for urgent work to memorials and to agree to fund from reserves.

8. **OLD CHURCH.** To receive update and consider quotes for tarmac paths.
9. **CORONATION FRUIT TREE AVENUE.** To consider erection of commemorative plaque.
10. **LOWER GREEN RECREATION GROUND.**
 - a. To consider quote for new lines on the Multi-Use Games Area.
 - b. To consider quotes for playground repairs raised in the RoSPA report.
 - c. To consider research into playground shading options.
 - d. To consider recommended next steps for a new climbing frame funded by section 106 payment.
11. **MEETING WITH TUNBRIDGE WELLS BOROUGH COUNCIL (TWBC).** To note meeting with TWBC and consider any actions required.
12. **SECTION 106.** To consider projects for any future Section 106 contributions.
13. **TREES.** To receive the annual Visual Tree Assessment and associated quotes. To agree work required and schedule.
14. **LITTER PICK.** To consider dates for 2024 community litter pick events.
15. **GROUNDS MAINTENANCE RENEWALS.**
 - a. To consider purchase of additional battery for electric grounds maintenance equipment and receive quotes.
 - b. To consider replacement of damaged bollard in Lower Green Recreation Ground and receive quotes.
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.** 11 March 2024 at 3pm – Parish Office Meeting Room.