

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE OPEN SPACES & AMENITIES COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON **MONDAY 22nd MAY 2017**.

PRESENT: CLLRS A PIPER (CHAIR), MRS J THWAITES (Vice Chair), MRS A THROSSELL, MRS J DEARDEN, P DALTON, A MULCUCK, R PRICE
MRS P ALEXANDER (Administrative Assistant)
MR N SAUNDERS (Grounds Supervisor)

48. **OPENING OF MEETING**

The meeting was opened by the Chair at 7.46pm. New Cllr Mrs K Dennison requested to observe the meeting and was invited by the Chair to remain at the table.

49. **APOLOGIES FOR ABSENCE**

There were no apologies.

50. **DECLARATION OF MEMBERS' INTEREST**

Cllr A Piper and Mrs J Thwaites declared a personal interest in Item 50 as they keep allotments.

Cllr Mrs J Dearden declared a personal interest in Item 53(a) as her property neighbours the land.

51. **ELECTION OF VICE CHAIR**

The Chair asked for nominations for the position of Vice Chair.

The Chair then nominated Cllr Mrs J Thwaites which was seconded by Cllr Mrs A Throssell for the position of Vice Chair. There being no further nominations Cllr Mrs J Thwaites was duly elected Vice Chair of the Open Spaces & Amenities Committee for 2017/18.

52. **FINANCE**

(a) **Financial Analysis Month 12**

The previously **CIRCULATED** financial analysis and associated notes were **READ** and **NOTED**. The Administrative Assistant updated the meeting on monies for Trees & Planting and the Quarry that were slipped forward to the new financial year.

i) **Gang Mower Quotation**

It was reported that the gang mower Ransome 214 had developed a problem with the cutting blades locking. As it is the main mower of KBRG, quotations had been

sought and were **READ** and **NOTED**. It was also **NOTED** that another piece of machinery was also in need of repair.

RESOLVED for Quotation 1 to be accepted.

RESOLVED for the Grounds Supervisor to review the Machinery Report

53. **ITEMS BROUGHT FORWARD FROM PREVIOUS MEETINGS**

- (a) Footpath Protection (Open Spaces Society) Update (Apr 2017, Page 254, Item 559(a))

The Chair of the Sub-Committee gave an update and another date was due to be set for the next meeting after the previous one was postponed.

The Chair of Open Spaces & Amenities gave an update on another prospective footpath to be protected between Woodlands Road and The Linkway that was currently being looked into.

- (b) Public Spaces Protection Order (PSPO) Consultation (Apr 2017, Page 254, Item 559(b))

It was **NOTED** that a date had still to be determined for a separate additional request PSPO to TMBC in regards to keeping dogs on leads at all times on the Recreation Grounds and Village Green.

It was also **NOTED** that the Community Warden would be attending a training course regarding the new Borough wide PSPO's when they come into force. However, he would only be able to deal with the public in an advisory capacity, he would not have the authority to enforce a breach.

A previously **CIRCULATED** letter from Mr & Mrs R Angel was discussed regarding the proposed order and stating the rarity of Toxocariasis, which was **READ** and **NOTED**. It was agreed that it may be rare but the issue remains that dog owners need to pick up their dog waste and it was still felt that the best way to help achieve that was for dogs to be kept on a lead.

RESOLVED to respond to Mr & Mrs Angel with a reasoned reply.

54. **RECREATION GROUNDS MATTERS**

- (a) New Play Equipment for New Road Recreation Ground – Sub-Committee Update (Apr 2017, Page 254, Item 560(a))

It was **NOTED** that pledged funding had been confirmed and that the equipment had been ordered with an expected installation date of mid to late June 2017. Investigation into providing CCTV was ongoing.

- (b) Annual Multi Sports Booking Review (Apr 2017, Page 254, Item 560(b))

It was **NOTED** that the MUGA Booking Form was still being reviewed alongside the Community Centre revised booking information to ensure consistency.

- (c) Recreation Ground – Large Event Fees (Apr 2017, Page 254, Item 560(c))

The Administrative Assistant reported back on the discussion with the Clerk and staff of the Parish Office in relation to the income lost to the Community Centre and car

parking issues of large Open Space events such as tournaments. It was **NOTED** that a booking form was also being devised alongside the Community Centre revised booking information to ensure consistency.

RESOLVED that a charge of £250 per day be charged for large events precluding the use of the Community Centre and Car Park to other hirers. Further that any additional hire of the halls would incur a separate charge.

- (d) Mr L Lawlor (LL Coaching) – request for Soccer Schools on KBRG

ADJOURNMENT

The meeting was adjourned to allow Mr Lawlor to give the background to his business and the requests to hold Soccer Schools on the dates given for 2017 to be held during the weekdays.

The meeting resumed and discussion around the use of the recreation ground was had in regards to the requests.

RESOLVED to accede to this request subject to a signed disclaimer, proof of public liability insurance and a £20 administration fee.

RESOLVED to monitor the recreation grounds for general wear and tear in regards to all football activity and review all use.

- (e) Ms N Smith – Request for the use of KBRG for an Outdoor Bootcamp

The previously **CIRCULATED** request was **READ** and **NOTED**.

RESOLVED to accede to this request subject to a signed disclaimer, proof of public liability insurance and a £20 administration fee.

55. **ALLOTMENT MATTERS**

- (a) Review of Tenancy Agreement (Apr 2017, Page 254, Item 561(a))

The Administrative Assistant updated the meeting on various plot holder issues, and it was **NOTED** that the Tenancy Agreement suggested wording had still to be verified.

- b) Allotment Toilet & Shelter Update (May 2016, Page 21, Item 50(a))

Discussion was had around the issues of the Parish Council applying for funding for the Allotment tenants [it was noted that the allotments had benefited from a previous lottery grant for a new fence]. This would mean that the Council would not be able to apply for other projects for a stated period of time.

RESOLVED that all Parish Council Members should be contacted and encouraged to bring ideas to the next Full Council Meeting of items that could be brought to fruition if a Big Lottery application was successful, that would benefit a larger part of the community.

56. **QUARRY LNR MATTERS**

The Chair of the Sub-Committee updated the meeting on the completed hand rail project, a Hadlow student's request to study plants in the Quarry and the upcoming site meeting to walk and discuss a management plan for the land to the rear of the allotments.

57. **TREES**

Much discussion was had around the Bradbourne Lane Land tree that was part of the winter treeworks. After a site visit by both the TMBC Tree Officer and DayTree Fellers, decay was found at 15m and a recommendation followed by a 'change of description proposal' application (dealt with at the Planning Committee Meeting held before this meeting) was received to reduce the tree to below the decay level. A further £80 quoted for the additional work was **NOTED**.

It was also **NOTED** that the canopy on the Lime Tree on the corner of Kilnbarn and New Road needed to be raised by the Grounds Staff and the Full Leaf Tree Survey was due.

58. **HANGING BASKETS**

It was **READ** and **NOTED** that a payment was now needed along with the application to the KCC Streetlight Team for hanging baskets to be hung from streetlights.

RESOLVED not to apply to hang baskets on KCC streetlights but to place the spare baskets around the Community Centre.

59. **CORRESPONDENCE FOR DECISION – GENERAL**

There was no general correspondence for decision.

60. **CORRESPONDENCE FOR NOTING**

The following correspondence was **READ** and **NOTED**.

<u>Fields In Trust</u>	Ezine May 2017 Field Notes AGM 6 TH June 2017
<u>National Allotment Society</u>	Allotment & Leisure Gardener Issue 2 2017
<u>Medway Valley Countryside Partnership</u>	Medway INNS & River Warden Newsletter May 2017
<u>Kent County Playing Fields Association</u>	AGM Agenda 22nd May 2017
<u>War Memorials Trust</u>	Bulletin No 73 May 2017

61. **CLOSURE**

The meeting closed at 8.40pm.

Chairman
5th June 2017