

23rd September 2020

You are summoned to attend a virtual meeting of the **OPEN SPACES AND LEISURE COMMITTEE** to be held via Zoom on **Monday 28th September 2020**. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://youtu.be/Uo8B4pNb9sY> and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at sevenoakstown.gov.uk or by request.

Members of the public wishing to address the Committee should notify the Town Council by 12 noon on the day of the meeting. Zoom joining instructions will then be provided. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Town Clerk

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Committee Members:

Cllr Dr J M Canet – **Chairman**
Cllr A Eyre – **Vice Chairman**
Cllr K Bonin
Cllr S Camp
Cllr Granville Baxter

Cllr R Hogarth
Cllr L Michaelides
Cllr T Morris Brown
Cllr R J Parry
Cllr S Raikes

AGENDA

PUBLIC QUESTIONS

To enable any questions previously submitted by members of the public on any matter to be drawn to the attention of the Town Council.

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

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email: council@sevenoakstown.gov.uk
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1. APOLOGIES FOR ABSENCE
2. REQUESTS FOR DISPENSATIONS
To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011)
3. DECLARATIONS OF INTEREST
To receive any Declarations of Interest from members in respect of items of business included in the agenda for this meeting
4. MINUTES
To receive and note the minutes of the meeting of the Open Spaces & Leisure Committee held on Monday 6th July 2020 (copy attached).
5. OPEN SPACES & CEMETERY MANAGER'S REPORT
To receive and consider the Open Spaces & Cemetery Manager's report. (report attached).
6. FEES & CHARGES FOR SPORTS FACILITIES AND CEMETERY
(copy attached)
7. SPORTS CLUB RENTS DURING COVID-19: TO CONSIDER RENT RELIEF
8. STATEMENT OF ACCOUNTS
To receive and consider the Statement of Accounts for August 2020 (copy attached).
9. ALLOTMENT REPORT
To receive and consider the Allotments Manager's report. (report attached)
10. BUS SHELTER REPLACEMENT
Update on grant application (report attached)
11. BRITAINS COMMON HEDGEROW PLANTING
(report attached)
12. SEVENOAKS IN BLOOM
(report attached)
13. SUMMER ENTERTAINMENT
(report attached)
14. CURRENT MATTERS
To consider updates on current matters (copy attached)
15. PRESS RELEASE
To consider any agenda item which would be appropriate for a press release

Sevenoaks Town Council
Notes of the Open Spaces & Leisure Committee held on Monday 6th July 2020
Via Zoom

Committee Members present:

Cllr Dr M Canet (Chairman)	Present	Cllr K Bonin	Present
Cllr A Eyre (Vice Chairman)	Present	Cllr S Camp	Apologies
Cllr N Busvine OBE	Apologies	Cllr R Hogarth	Present
Cllr V Granville- Baxter	Present	Cllr Raikes	Present
Cllr L Michaelides	Present	Cllr R Parry	Present
Cllr T Morris Brown	Present		

In attendance: Paul Lansdale, Robert Ranson, Town Clerk, Open Spaces Manager, Committee Clerk and Allotments Manager.

Note: The meeting was not recorded.

Public Question Time

There were no members of the public present.

Presentation by Sevenoaks Town Football Club.

A presentation was given by Paul Lansdale and Robert Ranson prior to the meeting to explain their proposals for the updating of Sevenoaks Town Football Club Pavilion.

85. CHAIRMAN AND VICE-CHAIRMAN

It was noted that, following the decision by Council to roll over current governance arrangements until May 2021, the following appointments made on 13th May 2019 remained in place:

- (a) CHAIRMAN – Cllr Dr Merilyn Canet
- (b) VICE-CHAIRMAN – Cllr Andrew Eyre

[Minute 64, 13.05.2019 refers]

86. APOLOGIES FOR ABSENCE

As noted above.

87. REQUESTS FOR DISPENSATION

There were no requests for dispensations.

88. DECLARATIONS OF INTEREST

Cllr Hogarth declared an interest in the minutes of the previous meeting as Sevenoaks District Councils Commissioner of Public Realms and Cllr Dr Canet stated she played walking football at Sevenoaks Town Football Club.

89. MINUTES OF THE OPEN SPACES AND LEISURE COMMITTEE HELD ON 17th FEBRUARY 2020

RESOLVED: That the minutes of the Open Spaces and Leisure Committee held on 17th February 2020 were agreed as a true record.

90. OPEN SPACES & CEMETERY MANAGERS REPORT

The report of the Open Spaces and Cemetery Manager was received and discussed, and the following matters noted.

i) Staff

Several Councillors commented on the great work of the Open Spaces Manager and his team during this very difficult time.

ii) Knole Paddock

The cinema event proposed for Knole Paddock was a lost opportunity due to the timescale requested by Councillors.

iii) Public Toilets

A daily cleaning contract to meet public health guidelines had recently been implemented.

iv) The Vine

There were many comments and praise for the Open Spaces team on the beautiful appearance of the Vine Gardens, which was being widely used at this time.

v) Japanese Knotweed

Investigation showed that this has been occurring on Sevenoaks Common on and off over the last 20+ years. The Open Spaces Manager had met with a local resident to confer and investigations were ongoing.

91. STATEMENT OF ACCOUNTS

RESOLVED: Receive and note the accounts for May 2020.

92. SEVENOAKS IN BLOOM MINUTES OF MEETING HELD ON 28th JANUARY 2020

Although Sevenoaks In Bloom could not go ahead in its normal form as planned, the planting of edible plants had continued with an array of herbs, including Mint, Chives and Thyme being planted around the town. Eat Me signs were being displayed to encourage residents to pick them. Interactive initiatives were ongoing, with the Deputy Town Clerk, Ann White, taking the lead. It was noted that although we could not add to last year's success, it was still nice to see some of the ideas originally planned to come to fruition.

93. ALLOTMENT REPORT

The Committee considered the proposal that, commencing 1st October 2021, plots be paid for by the square metre and not by the rod, in line with modern thinking. This should make no difference to the Town Council's income but made for a much fairer and transparent system for tenants.

It was noted by Cllr's Eyre and Bonin that the Town Council's charges for allotment plots were very good value in comparison to other councils and a significant increase in charges should be considered.

RESOLVED: It was agreed unanimously that, commencing 1st October 2021, allotment plots would be paid for by the square metre rather than the rod.

94. MANAGEMENT OF SEVENOAKS TOWN COUNCIL OPEN SPACES & ALLOCATION OF COUNCILLORS.

RESOLVED: That Councillors continue in their roles allocated last year. Cllr Hogarth stated that he was happy to lend a hand at Greatness on an occasional basis, should it be needed.

95. PLAY AREAS

An extensive review was presented on the opening of play areas, for which Cllr Granville Baxter praised the Chief Executive. The play areas were now open, and Cllr Dr Canet had visited some of them over the weekend, commenting on the fun and enjoyable times had by lots of families. The new Mount Close area was a favourite. New information signs had been added, and a local cleaning company was now contracted to provide weekly deep cleansing of the sites in line with public health guidelines.

96. ALLOCATION OF COMMUNITY INFRASTRUCTURE LEVY CIL

It was noted that the following CIL sums had been allocated by the Finance & General Purposes Committee on 8th June 2020 for Open Spaces & Leisure Committee Capital Expenditure:

£7,519.02
£89.50
£7,608.52

The Open Spaces Manager and Town Clerk had reviewed the Capital Expenditure proposed projects awaiting funding and following discussion with the Chairman had proposed the following recommendation for the expenditure of the £7,608.52.

St John's Public Toilets

Previously the Committee had considered the refurbishment of the St John's Public Toilets and estimates were considered of £40,000. Town Councillors agreed that

they wanted to hold their own survey relating to the number of people using the facilities.

In the meantime the Open Spaces Manager and Town Clerk had been considering alternative lower cost options with the conclusion that the public toilets could be refurbished and adapted to have two unisex, accessible toilets, (one of which will be on Radar key) similar to the Town Council's facility at Greatness Recreation Ground for a cost of approximate £10,000. This would also reduce revenue costs.

Permission would be needed from Sevenoaks District Council who lease the public toilets to Sevenoaks Town Council.

The Committee voted unanimously in favour of this recommendation.

RESOLVED THAT:

- 1) The Open Spaces & Leisure Committee use £7,608.52 towards the refurbishment and adaption of the St John's Public Toilets to create two unisex, accessible toilets (one on Radar key).
- 2) A request be made to the Finance & General Purposes Committee for the remaining £2,391.48 to be met from Sevenoaks Town Council's Capital Reserves.

97. WAR MEMORIAL

The Committee considered a request to correct a name on the war memorial. Changes to the memorial would not be costly, however it was a matter of etiquette that a discussion should take place with the Royal British Legion before any changes were undertaken.

The Committee voted unanimously in favour of this proposal.

RESOLVED: It was agreed, that subject to consultation with the Royal British Legion, the correction to a name on the war memorial be amended as requested.

98. NOTES OF SPORTS CLUBS LIASON MEETING HELD ON 12th MAY 2020

The notes of the Sports Club Liaison meeting on 12th May 2020 were noted.

It was suggested that more meetings with local clubs be undertaken, especially as we had a thriving and large group of successful clubs within the area.

99. CURRENT MATTERS

MINUTE NO.	SUBJECT	UPDATE
366 VI	Vine & Cycle Racks	Cycle planter to be installed. <i>Cycle planters have arrived, been branded and are awaiting a decision from</i>

		<i>Kent County Council before installation.</i>
221 (2018)	Lamp post outside Lloyds Bank	Completed.
223 (2018)	Renovation of St Nicholas War Memorial	Grant received.
226 (2018)	Anti-Litter Campaign	Ongoing. Dates for March to be announced.
319 (2018)	Proposed outdoor gym at Julian's Meadow	Installed. Mayor opened.
176 IV (2019)	Burial Land at Greatness	Noted 60-year provision.
176/5 V (2019)	Sevenoaks Common	Mayor planted tree.
176/5 VI (2019)	Hillingdon Rise Green	Cllrs to canvass public about parking on the grass.
176/5 VII (2019)	Tree Planting	Open Spaces Manager to liaise with Enover.
178 (2019)	Friends of Greatness Cemetery	To be launched early March
181 (2019)	Steps in Millpond Wood	Work completed.
182 (2019)	Upper High Street Gardens	Noted insufficient space for tables. Install seat(s) with arms.
352	Greatness Cemetery Messroom	Awaiting quotes
352/1	Pointoise Recreation Ground	Awaiting final payment
355	Quaker Hall Allotments	Working party planned.
353	St Johns Toilets	Awaiting survey
353 /1	Jubilee Clock	Forwarded to F & GP

100. PRESS RELEASE

To announce the arrival and highlight the environmental sustainability of the new electric van.

There being no further business the Chairman closed the meeting at 8.09pm

Chairman **Dated**

Sevenoaks Town Council Open Spaces & Leisure Committee 28.09.20

Open Spaces and Cemetery Managers report

28-09-20

Staff

Staff have continued to work in small bubbles avoiding swapping team members and cleaning vehicles and tools at the end or beginning of shift, should this recent upturn in infection rates lead to tighter restrictions we may need to divide up the Cemetery team again to ensure that should any member become infected and have to isolate it does not stop the whole team from attending work.

Sevenoaks Common

Japanese Knot weed

The identified Knotweed in the Letter box lane area was successfully treated on the 4th August, a second visit as carried out on 9th of September where only 8 stems had shown any resistance to the revised method of application.

Next spring, we will continue to be vigilant for regrowth.

Sevenoaks Common Greensands project

I was informed earlier in the year by Andrew Willmore that almost all staff were furloughed, but that they had full intentions to carry out all remaining projects in the future, so far we have not been updated with a date for return to activities.

The Vine

As you will all be aware the Live on the Vine events have been very successful with increased footfall at the weekends and consequently litter, we have continued to carry out a Sunday morning litter pick but it is becoming less necessary and will cease when Live on the Vine finishes, its hoped that the additional Euro bins for litter can also be dispensed with very soon.

Sevenoaks Town Council Open Spaces & Leisure Committee 28.09.20

ASB has been a problem over the last few months but it has been reported promptly to the Community Safety unit at SDC and their help at the weekends disrupting gatherings has been appreciated.

The Vine Lawn is in a particularly poor state we are poised and ready to carry out aeration, scarification and re seeding once Live on the Vine finishes.

Green Flag Awards

The Green Flag awards continued this year, as a current holder of the standard for the Vine we were due to receive a mystery shopper visit during August or September and are currently waiting for the results which should be announced in September.

Tree planting

Sadly, the exceptionally dry spring did result in some casualties both the Mayors Oak and the John London Oak did not even bud out in April/ May so will need to be replaced and replacements have been ordered.

We have had two offers to sponsor trees in the town, an ornamental Rowan at Bethel rd. Cemetery and a replacement Service berry at the Vine garden where the previous tree sadly died

We have also identified spaces for further trees at

Pembroke Rd Planter - To replace a dead holly.

Bethel Rd - To replace the dead Willow

Plus, numerous new plantings at the Bat and Ball Centre

Brittains Common- please see separate report

Most of this planting will be planned for Tree Week 28th Nov-5th Dec or soon after.

Sevenoaks Town Council Greensand Commons Project Update

The Sevenoaks Greensand Commons Project is in its second year. The restrictions imposed due to the coronavirus have impacted on delivery over the last 6 months, however we have delivered on elements of the project wherever possible.

Conservation and Access

- Staff and volunteers were able to carry out improvements to sightlines on footpaths and rides at Sevenoaks Common undertaking some selective thinning to improve sightlines. This has included rhododendron, cherry laurel clearance, and selective tree felling. Staff and volunteers did a sterling job achieving this just before the Covid-19 restrictions came into force.

Landscape and Social Heritage

- The project has supported undertaking LiDAR surveys, which give an enhanced '3D' aerial photography of the landscape. Old field boundaries, hillforts, bomb craters or other hidden sites waiting to be revealed using LiDAR.
- We carried out workshops to enable residents to learn skills in interpreting what these results, this including in February An Archaeology of the Commons Drop In Session held in Sevenoaks Library for the public to learn more about the Sevenoaks Commons project and specifically the heritage actions planned.
- Following on from the various events in March, we can now announce the launch of the LiDAR portal! By helping map and interpret these potential features online, our team of local archaeological volunteers can then go out into the field and investigate them on the ground, recording and ultimately working to build a more complete story of the local landscape.
- These LiDAR images are now available to view by registering at <https://kentlidar.org.uk/> There are lots of guides on the Portal to help with the recognition of features and information on how to record features.

Sevenoaks Town Council Open Spaces & Leisure Committee 28.09.20

- We have been providing support for volunteers in exploring and plotting historic landscape features during 'lockdown'.

Schools Programme and Activities for Target Audiences: Young and Excluded People

- These activities have been hard hit by Covid-19 restrictions however during lockdown and for the remaining time of the project there are pre-made activity packs that can be handed out upon request.
- Previously they have been printed in quantities of 20 and sent out to partners or placed at venues such as the Vines for families to take when they visited, free of charge, and now also emailed. Activity packs vary from family activity packs, identification chart packs, mindful colouring packs, and larger print wordsearches.

Works over the next year include:

- There have been some staff changes and a **new project officer role** will be advertised. The aim is that this will be advertised in October.
- Covid-19 risk assessments have been put in place for **volunteering**, however currently there are restrictions on numbers therefore we are prioritising...
- **Contractor works** in November/December to carry out **access improvements**. This will be predominantly to improve access on the damper areas of the site.
- A small group of **archaeology** volunteers will carry out a **walk over of Sevenoaks Common**, looking to understand more about the landscape history elements of Sevenoaks Common identified from the LiDAR surveys.
- Continuation of distributing schools/family/and targeted **activity packs**. Plans are in place for some future clay workshops, virtual art sessions, some British sign language videos of poetry, stories and songs to be used in a number of activities including virtual engagement, rock painting, and using natural materials to make 'paint' for mark making.
- We will run a **Scavenger Hunt Competition**. This will include a scavenger hunt list and will encourage the local community to venture out to the commons which they may never have visited before. There are 3 prize categories and can be repeated further down the line in the project timeframe.

Sevenoaks Town Council Open Spaces & Leisure Committee 28.09.20

- Covid-19 risk assessments are now in place for **Forest School sessions** and we hope to commence them next spring. We have carried forward our budget for this element into next year. Future plans are for a local group called IMAGO to use the site in 2020 and we will continue to liaise with the Open Spaces Manager the planning of these sessions.

Digital Cemetery Mapping

Pear Technology are just completing the creation of a digital map of all plots at Greatness Cemetery, this will link to the existing Edge Epitaph data base of Cemetery information although this will involve loading information on to the map, some of this will be done electronically but further information mainly concerning memorials, inscriptions and memorial safety will need to be added manually this would suit an Intern or seasonal next summer.

Linda Redden's time at Sevenoaks Town Council came to an end recently, as she finished in her role as HEO for the Bat & Ball Station project. She has been invaluable in creating a digital cemetery database, and liaising with Pear Technology

'Zero' the van

I hope that you have all seen but not heard or smelt 'Zero' with its very distinctive graphics around town, with our low daily mileages, it has been very easy to keep the battery topped up every few days using a domestic 13 amp supply whilst we wait for installation of the rapid charging point.



SEVENOAKS TOWN COUNCIL
SPORTS FEES

DRAFT FEES & CHARGES FROM 1 APRIL 2021

	All Day		Afternoon		Evening	
	(£)		from 1.30 p.m.		from 5.30 p.m	
	(£)		(£)		(£)	
CRICKET (Summer Sport)						
Pitch hire per game inclusive of use of pavilion facilities						
Weekday games - Adults	108	105.00	93	90.00	77	75.00
Weekday games - Juniors	72	70.00	62	60.00	52	50.00
Weekend games - Adults	130	125.00	113	110.00	88	85.00
Weekend games - Juniors	83	80.00	67	65.00	57	55.00
Pitch hire per game exclusive of use of pavilion facilities						
Weekday games - Adults	72	70.00	62	60.00	48	46.00
Weekday games - Juniors	48	46.00	42	41.00	29	28.00
Weekend games - Adults	98	95.00	77	75.00	62	60.00
Weekend games - Juniors	67	65.00	52	50.00	41	40.00
SOCCER (Winter Sport)						
Pitch hire per game inclusive of use of pavilion facilities						
Weekday games - Adults			82	80.00		
Weekday games - Juniors			46	45.00		
Weekend games - Adults			103	100.00		
Weekend games - Juniors			57	55.00		
Pitch hire per game exclusive of use of pavilion facilities						
Weekday games - Adults			57	55.00		
Weekday games - Juniors			32	31.00		
Weekend games - Adults			77	75.00		
Weekend games - Juniors			38	37.00		
RUGBY (Winter Sport)						
Pitch hire per game inclusive of use of pavilion facilities						
Weekday games - Adults			113	110.00		
Weekday games - Juniors			67	65.00		
Weekend games - Adults			139	135.00		
Weekend games - Juniors			88	85.00		
Pitch hire per game exclusive of use of pavilion facilities						
Weekday games - Adults			77	75.00		
Weekday games - Juniors			46	45.00		
Weekend games - Adults			98	95.00		
Weekend games - Juniors			67	65.00		
Mini Tournaments			150	145.00		
Junior Training Areas			41	40.00		
Adult Mens Training per hour			33	32.00		
Delete this line Ladies Training per hour			28	27.00		
Outside Rugby clubs-normal fee plus			33	32.00		

SEVENOAKS TOWN COUNCIL
SPORTS FEES

DRAFT FEES & CHARGES FROM 1 APRIL 2021

	All Day (£)	Afternoon from 1.30 p.m. (£)	Evening from 5.30 p.m (£)
Other Uses: Use of Pavilion for Social Purposes			
including showers (minimum charge 2 hours)			
Per hour - Adults		33 32.00	
Per hour - Juniors		23 22.00	
excluding showers (minimum charge 2 hours)			
Per hour - Adults		23 22.00	
Per hour - Juniors		18 17.00	
Daily rates (7 hours)			
For Sevenoaks organisations		118 115.00	
For non-Sevenoaks organisations		144 140.00	
Fetes, Sports Meetings etc (one field plus pavilion) whole day		417 405.00	
Fetes, Sports Meetings etc (one field plus pavilion) afternoon and evening only		221 215.00	
Junior Sports Meetings (7 hours)			
Restricted Area		115 110.00	
One field and Pavilion		211 205.00	
One field		175 170.00	
Athletics Track by arrangement			

SEVENOAKS TOWN COUNCIL

DRAFT GENERAL OPEN SPACES CHARGES FROM 1 APRIL 2021

CHARGES GENERAL CATEGORIES

ALLOTMENTS AND LOGS (prices are inclusive of VAT)	
Bradbourne Vale Road Allotments:	
Rent to be calculated per m2 Normal size – 10 rods = 253m2	£00.18 £4.15 wef 29.09.2020
Quakers Hall Allotments:	
Rent to be calculated per m2 Normal size – 10 rods = 253m2	£00.18 £4.15 wef 29.09.2020
Logs:	
Full Load	£125 £119.00
Half Load	£75 £72.00
GROUND RENTS/LEASES	
Sevenoaks Rugby Football Club (Commenced 2012 for 7 years. Lease expires December 2019)	£3,750.00
Sevenoaks Clarendon LTC (reviewed March 2014 for next 7 years. Main lease expires March 2042)	£412.00 per annum Review March 2021
Vine Cricket Pavilion & Tea Kiosk (RPI, not compounded. 5-year reviews. Lease expires 23 September 2028)	£3,090 per annum Review 2018/2019
Vine Cricket Ground (Licence commenced September 2003)	One peppercorn per annum
Sevenoaks Town Junior Football Club:	
Pitch 1(Lease expires 27 April 2021)	£1 per annum
Pitch 2 & Pavilion (Lease commenced 1 April 2005 and expires 27 April 2021). Last reviewed 2015	£520 per annum

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

DRAFT FEES & CHARGES FROM 1 APRIL 2021

(All prices are inclusive of VAT)

TARIFF CATEGORIES

	Non Resident (£)		Resident (£)	
EXCLUSIVE RIGHTS OF BURIAL				
In a grave previously used for a limited period burial:				
The fees will be determined by deducting the fees paid at the time of such limited period burial from the full fees for the purchase of exclusive rights of burial currently in force.				
In a New Grave (For 75 years):				
Includes Certificate of Grant, entry in Register (all sites)				
Earth (Lawn section) Grave Site A	2475	2145.00	825	715.00
Earth (Lawn section) Grave Site B	1800	1725.00	600	575.00
Earth (Lawn section) Grave Site C	1320	1275.00	440	425.00
Infants (non-viable foetuses, still born children, and under 5 years)	66	65.00	22	22.00
<i>Outside spaces are surcharged 25%</i>				
Pre-purchase of Gravemarker	67	65.00	67	65.00
INTERMENT FEES (Including grave digging)				
Infant's Grave (single depth grave in infant's section)	465	450.00	155	150.00
Single depth in an adult grave (all ages)	1545	1500.00	515	500.00
Double depth in an adult grave (all ages)	2100	2010.00	700	670.00
<i>Surcharge for casket burials is double the above fees</i>				
Burials with coffins & caskets outside of normal dimensions	POA		POA	
Interment of cremated remains within a Grave	264	240.00	88	85.00
OTHER FEES				
Transfer of Exclusive Rights of Burial Grant (per document)	72	70.00	72	70.00
To search Register of Burials per name (same family)	36	35.00	36	35.00
Annual Grave Maintenance-Grass Grave	103	100.00	103	100.00
Annual Grave Maintenance-Full Memorial	144	140.00	144	140.00
Turfing of old graves (at client's request)	72	70.00	72	70.00
Out-of-time burials (dependent upon availability & man-hours involved) Minimum fee	160	155.00	160	155.00
Weekend surcharge-cremated remains burial	160	155.00	160	155.00
Headstone removal prior to re-opening (standard sized memorials only, others sizes-price on request)	57	55.00	57	55.00
Headstone replacement after re-opening (standard sized memorials only, others sizes-price on request)	POA		POA	

NOTE:

Sevenoaks town residents will be entitled to pay the reduced fee upon production of proof of residency presented to the Town Clerk prior to any reduced fee being approved.

RESIDENT

A parishioner (or ex-parishioner) of Sevenoaks Town who originally resided within the Town area for 15 years or more and who at the time of his/her death had not been resident outside that area for more than 10 years).

NON RESIDENT

Any non parishioner

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

DRAFT FEES & CHARGES FROM 1 APRIL 2021
(All prices are inclusive of VAT)

*The Council reserves the right to levy a surcharge on any of the tariff items under special circumstances.
All invoicing must be settled in full prior to permission being given by the Council for any work to be carried out in the Cemetery.*

DRAFT

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

DRAFT FEES & CHARGES FROM 1 APRIL 2021

(All prices are inclusive of VAT)

	Non Resident (£)		Resident (£)	
CHAPEL SERVICE				
Use of chapel (includes provision of music if required)	160	155.00	160	155.00
MEMORIAL PERMITS (EXCLUDING WALL OF REMEMBRANCE)				
Approval and placement of headstones, books, tablets, figures, crosses and stone vases up to the max height of 3 ft.	170	165.00	170	165.00
Double headstones	340	330.00	340	330.00
Additional inscriptions after first interment	118	115.00	118	115.00
Tablets, scrolls, bird baths and books up to 15 inches in height	130	125.00	130	125.00
To replace a memorial with similar or smaller memorial	46	45.00	46	45.00
Memorial removal and disposal fee	105	100.00	105	100.00
Notes to Memorial permits				
1. Kerbstones and border stones are NOT permitted on grave sites: (a) for which exclusive burial rights were purchased on or after 1.11.80 (b) in Lawn Areas (whenever exclusive burial rights were purchased).				
2. Where Memorials comprise more than one item, e.g. headstone, body and footstone, the fees for each will be charged under the respective headings above.				
3. Memorial prices will rise above inflation to cover additional costs for inspection.				
4. All new memorials and those removed and re-fixed will be required to have an approved anchor system fitted.				
WALL OF REMEMBRANCE				
For the right to fix a tablet to the Wall of Remembrance. Dimension of tablets to be 25.4 cm x 15.2 x 3 cm	135	130.00	135	130.00
Where there has been no internment of cremated remains but the fixing of a memorial plaque is required	780	750.00	260	250.00
Additional inscription to existing plaque	52	50.00	52	50.00

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NON RESIDENT

Any non parishioner

The Council reserves the right to levy a surcharge on any of the tariff items under special circumstances. All invoicing must be settled in full prior to permission being given by the Council for any work to be carried out in the Cemetery.

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

DRAFT FEES & CHARGES FROM 1 APRIL 2021
(All prices are inclusive of VAT)

	Non Resident (£)	Resident (£)
LAWN OF REMEMBRANCE		
Exclusive Rights for 75 years of one interment of cremated human remains in a plot 30.5 cm x 30.5 cm (with a depth of 90.0 cm x 35.6 cm) within the Lawn of Remembrance. (to include Certificate of Grant; entry in register)	555 540.00	185 180.00
Internment of ashes (digging charge)	264 255.00	88 85.00
BOOK OF REMEMBRANCE		
Memorial Roses (details entered in a Book of Remembrance)	160 155.00	160 155.00

NOTE:

Sevenoaks town residents will be entitled to pay the reduced fee upon production of proof of residency presented to the Town Clerk prior to any reduced fee being approved.

RESIDENT

A parishioner (or ex-parishioner) of Sevenoaks Town who originally resided within the Town area for 15 years or more and who at the time of his/her death had not been resident outside that area for more than 10 years).

NON RESIDENT

Any non parishioner

The Council reserves the right to levy a surcharge on any of the tariff items under special circumstances. All invoicing must be settled in full prior to permission being given by the Council for any work to be carried out in the Cemetery.

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

DRAFT FEES & CHARGES FROM 1 APRIL 2021
(All prices are inclusive of VAT)

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DRAFT

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
Open Spaces										
21 O/ Spaces & Leisure - General										
1022 Letting & Hire of Facilities	464	0	(464)	5,568	2,000	(3,568)	30,900		0	
1316 Raleys Car Park Permits	38	0	(38)	42	0	(42)	1,750		0	
1350 Revenue Grant income	0	0	0	6,577	0	(6,577)	0		0	
1450 Furlough Grant Income	0	0	0	4,995	0	(4,995)	0		0	
1850 Log Sales	0	0	0	0	0	0	1,236		0	
1990 Other Income	34	0	(34)	421	360	(61)	742		0	
O/ Spaces & Leisure - General :- Income	535	0	(535)	17,601	2,360	(15,241)	34,628			0
4010 Gross Pay	14,326	15,952	1,626	72,170	79,760	7,590	191,421		119,251	
4270 Employers Pension Contribution	847	1,050	203	4,231	5,250	1,019	12,597		8,366	
5013 Graffiti Removal	0	0	0	0	334	334	1,000		1,000	
5025 Lower St Johns Toilets	1,218	875	(343)	4,933	4,375	(558)	10,500		5,567	
5026 Greatness Rec Convenience	352	250	(102)	1,008	1,250	242	3,000		1,992	
5050 Seats And Litter Bins	0	0	0	1,250	695	(555)	2,780		1,530	
5060 Sevenoaks Common	287	0	(287)	912	3,000	2,088	3,700		2,788	
5065 Tree Safety Survey	0	2,500	2,500	0	2,500	2,500	3,800		3,800	
5070 Other Woodlands	1,806	0	(1,806)	2,491	1,650	(841)	3,300		809	
5110 Knole Paddock & Pavilion	215	0	(215)	3,765	0	(3,765)	1,500		(2,265)	
5120 Knole Paddock Pitch & Grnd Mt	0	0	0	116	1,000	884	3,500		3,384	
5310 Miscellaneous Open Spaces	2,054	1,300	(754)	30,217	6,500	(23,717)	17,100		(13,117)	
5316 Skatepark Maintenance	0	1,000	1,000	0	2,000	2,000	2,575		2,575	

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
5317 Raleys Car Park	0	0	0	0	500	500	500		500	
5320 Fertilizers	0	0	0	208	0	(208)	1,200		992	
5330 Grass Seed	0	0	0	104	2,100	1,996	2,100		1,996	
5340 Plants	0	0	0	340	625	285	2,500		2,160	
5410 Repairs & General Maintenance	32	125	93	96	625	529	1,500		1,404	
5500 Equipment Hired and New	172	688	516	2,851	3,440	589	8,250		5,399	
5525 Equipment Maintenance	591	470	(121)	2,475	3,293	818	8,000		5,525	
5550 Vehicle Expenses	498	340	(158)	7,988	2,110	(5,878)	4,500		(3,488)	
5700 Fuel	358	517	159	1,350	2,585	1,235	6,200		4,850	
6000 Rent & Rates	0	150	150	239	600	361	1,200		961	
6010 Light Heat & Cleaning	0	0	0	498	525	27	2,100		1,602	
6013 Cleaning	0	0	0	655	0	(655)	0		(655)	
6101 Telephone	12	17	6	47	85	38	200		153	
6104 Mobile Telephone	22	17	(5)	112	85	(27)	200		88	
6320 Staff Training	0	0	0	0	1,000	1,000	3,000		3,000	
6330 Welfare/Hospitality	0	17	17	106	85	(21)	200		94	
6730 Subscriptions	0	0	0	236	200	(36)	200		(36)	
6812 Road Dues	0	0	0	0	0	0	1,500		1,500	
6851 Bus Shelter Maintenance	0	14	14	0	70	70	175		175	
6900 Sundry Expenses	0	8	8	10	40	30	100		90	
6922 Health&Safety/Risk Assessments	0	0	0	0	700	700	1,550		1,550	
6930 Alarm Maintenance	0	0	0	123	0	(123)	740		618	
6931 CCTV Maintenance	0	0	0	0	0	0	1,200		1,200	
6934 Waste Bin Collection-Dog Bins	0	0	0	655	700	45	2,800		2,145	

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
6935 Waste Bin Disposal-Waste Bins	673	352	(321)	1,188	1,760	572	4,220		3,032	
6952 Protective Clothing	10	121	111	630	605	(25)	1,450		820	
O/ Spaces & Leisure - General :- Indirect Expenditure	23,473	25,763	2,290	141,005	130,047	(10,958)	312,358	0	171,353	0
Net Income over Expenditure	(22,938)	(25,763)	(2,825)	(123,404)	(127,687)	(4,283)	(277,730)			
<u>22 O/ Spaces & Leisure - Cemetery</u>										
1550 Insurance Claims	0	0	0	1,458	0	(1,458)	0		0	
1700 Cemetery Income	6,971	7,725	754	33,747	38,625	4,878	92,700		0	
1990 Other Income	0	0	0	24	0	(24)	0		0	
O/ Spaces & Leisure - Cemetery :- Income	6,971	7,725	754	35,229	38,625	3,396	92,700			0
4010 Gross Pay	8,112	7,358	(754)	40,147	36,790	(3,357)	88,291		48,144	
4270 Employers Pension Contribution	588	619	31	2,915	3,095	180	7,430		4,515	
5210 Cemetery Chapel & Office	0	0	0	130	0	(130)	206		76	
5230 Cemetery Wshop/Messroom Mtce	0	175	175	0	175	175	175		175	
5410 Repairs & General Maintenance	52	83	31	302	415	113	1,000		698	
5500 Equipment Hired and New	146	267	121	1,867	1,335	(532)	3,200		1,333	
5525 Equipment Maintenance	1,732	208	(1,524)	1,880	1,040	(840)	2,500		620	
5700 Fuel	22	58	36	243	290	47	700		457	
6000 Rent & Rates	591	548	(43)	3,194	2,740	(454)	6,570		3,376	
6010 Light Heat & Cleaning	35	103	68	164	515	351	1,240		1,076	
6013 Cleaning	61	0	(61)	484	0	(484)	0		(484)	
6101 Telephone	45	62	17	278	310	32	750		472	

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
6104 Mobile Telephone	0	10	10	8	50	42	120		112	
6200 Printing & Stationery	0	8	8	0	40	40	100		100	
6240 Computer/ Data Base/WP's	3,315	0	(3,315)	3,315	0	(3,315)	400		(2,915)	
6320 Staff Training	85	0	(85)	225	500	275	2,000		1,775	
6330 Welfare/Hospitality	46	14	(32)	98	70	(28)	170		72	
6500 Goods for Resale	0	17	17	0	85	85	200		200	
6630 Professional Fees	0	100	100	95	100	5	100		5	
6730 Subscriptions	0	100	100	0	100	100	100		100	
6802 Trees Plants Turf & Fertilizer	0	0	0	14	750	736	3,000		2,986	
6822 Roads Path & Boundaries	0	0	0	0	175	175	700		700	
6832 Lawn/Wall of Remembrance	12	0	(12)	76	0	(76)	100		24	
6900 Sundry Expenses	0	4	4	5	20	15	50		45	
6922 Health&Safety/Risk Assessments	0	250	250	0	500	500	1,000		1,000	
6930 Alarm Maintenance	0	200	200	594	800	206	800		206	
6932 Cemetery Security	382	383	1	1,954	1,915	(39)	4,600		2,646	
6935 Waste Bin Disposal-Waste Bins	161	102	(59)	555	510	(45)	1,230		675	
6952 Protective Clothing	70	62	(8)	454	310	(144)	750		296	
O/ Spaces & Leisure - Cemetery :- Indirect Expenditure	15,456	10,731	(4,725)	58,998	52,630	(6,368)	127,482	0	68,484	0
Net Income over Expenditure	(8,485)	(3,006)	5,479	(23,769)	(14,005)	9,764	(34,782)			
23 O/ Spaces & Leisure- Allotment										
1010 Rental Income	1,022	1,141	119	1,029	1,141	112	1,141		0	
1047 QH Allotments Income	6,052	6,376	324	6,991	6,376	(615)	6,376		0	
O/ Spaces & Leisure- Allotment :- Income	7,074	7,517	443	8,019	7,517	(502)	7,517			0

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
4010 Gross Pay	363	383	20	2,638	1,915	(723)	4,595		1,957	
4270 Employers Pension Contribution	15	15	(0)	119	75	(44)	184		65	
5410 Repairs & General Maintenance	503	0	(503)	1,631	600	(1,031)	1,200		(431)	
6000 Rent & Rates	0	146	146	530	730	200	1,751		1,221	
6002 QH Allotments Costs	245	0	(245)	345	175	(170)	700		355	
6922 Health&Safety/Risk Assessments	0	0	0	0	300	300	300		300	
O/ Spaces & Leisure- Allotment :- Indirect Expenditure	1,126	544	(582)	5,262	3,795	(1,467)	8,730	0	3,468	0
Net Income over Expenditure	5,947	6,973	1,026	2,757	3,722	965	(1,213)			
<u>26 Open Spaces-Street Lighting/Ge</u>										
1480 Streetlighting income	0	0	0	0	0	0	8,913		0	
1990 Other Income	0	0	0	0	1,200	1,200	1,200		0	
1997 In Bloom Income	0	0	0	500	0	(500)	0		0	
Open Spaces-Street Lighting/Ge :- Income	0	0	0	500	1,200	700	10,113			0
6861 Public Clock Maintenance	31	0	(31)	4,184	727	(3,457)	2,908		(1,276)	
6862 Street Lighting	1,812	1,118	(694)	8,700	5,590	(3,110)	13,414		4,714	
6865 In Bloom Costs	2,501	5,000	2,499	9,068	14,500	5,432	14,500		5,432	
Open Spaces-Street Lighting/Ge :- Indirect Expenditure	4,343	6,118	1,775	21,953	20,817	(1,136)	30,822	0	8,869	0
Net Income over Expenditure	(4,343)	(6,118)	(1,775)	(21,453)	(19,617)	1,836	(20,709)			

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>29 O/Spaces & Leisure-Vine Ground</u>										
1208 Other Events Income	0	0	0	0	500	500	1,500		0	
1500 Fundraising	10,742	0	(10,742)	11,252	0	(11,252)	0		0	
1805 Tea Kiosk Rental & Pavilion	0	0	0	0	1,544	1,544	3,090		0	
1870 Vine Club Insurance Contrib.	0	400	400	0	400	400	400		0	
O/Spaces & Leisure-Vine Ground :- Income	10,742	400	(10,342)	11,252	2,444	(8,808)	4,990			0
4010 Gross Pay	751	758	7	3,488	3,790	302	9,092		5,604	
4270 Employers Pension Contribution	45	45	0	209	225	16	545		336	
5010 Vine Area General Maintenance	1,085	300	(785)	1,642	1,500	(142)	3,600		1,958	
5020 Vine Public Convenience	1,313	708	(605)	3,999	3,540	(459)	8,500		4,502	
6000 Rent & Rates	0	43	43	(2)	215	217	515		517	
6460 Publicity & Democratic notices	0	0	0	0	62	62	250		250	
6635 Professional Fees Licensing	0	100	100	70	100	30	100		30	
6868 Summer Concerts	5,959	1,250	(4,709)	5,959	1,950	(4,009)	3,200		(2,759)	
6869 Special Events	0	0	0	28	0	(28)	0		(28)	
6931 CCTV Maintenance	572	660	88	572	660	88	660		88	
O/Spaces & Leisure-Vine Ground :- Indirect Expenditure	9,725	3,864	(5,861)	15,964	12,042	(3,922)	26,462	0	10,498	0
Net Income over Expenditure	1,017	(3,464)	(4,481)	(4,711)	(9,598)	(4,887)	(21,472)			
Open Spaces :- Income	25,322	15,642	(9,680)	72,602	52,146	(20,456)	149,948			
Expenditure	54,124	47,020	(7,104)	243,181	219,331	(23,850)	505,854	0	262,673	
Movement to/(from) Gen Reserve	(28,802)			(170,579)						

Detailed Income & Expenditure by Phased Budget Heading 09/09/2020

Month No: 5

Committee Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	Transfer to/from EMR
Grand Totals:- Income	25,322	15,642	(9,680)	72,602	52,146	(20,456)	149,948			
Expenditure	54,124	47,020	(7,104)	243,181	219,331	(23,850)	505,854	0	262,673	
Net Income over Expenditure	(28,802)	(31,378)	(2,576)	(170,579)	(167,185)	3,394	(355,906)			
Movement to/(from) Gen Reserve	(28,802)			(170,579)						

Allotments Report for OSL

Status Report 3rd September 2020

The bi-annual plot inspections due to be carried out week commencing 13th April across both sites were cancelled due to the Covid-19 pandemic.

Inspections will be carried out in the autumn to ensure that tenants are preparing plots for the winter. Non-cultivation may result in eviction.

Invoices for the year 1st October 2020 to 30th September 2021 are being sent out on 6th September. The letter which accompanies the invoice explains the new method of measuring plots in square metres, which was agreed by this Committee earlier this year. The rent for the 2021-22 season has been advised as 18p per square metre, which reflects a 9% increase on the 2020-21 year.

Quaker's Hall Allotments

There are currently NO vacant plots. There are 31 people on the waiting list, with many more in the pipeline who have yet to return their application forms.

The Coronavirus pandemic had an enormous effect in a very short time. Vacant plots were quickly rented, and many were brought back into cultivation in record time, as people suddenly had more time on their hands and realised that 'grow your own' is beneficial.

Tenants were grateful for being able to have access to their plots as social distancing is very easy on such a huge site with large individual plots. Some more vulnerable tenants took the Government advice seriously and stayed away for the duration of lockdown; others continued to cultivate their crops and benefit from the daily exercise and fresh air.

Tenants were regularly reminded of the importance of social distancing, of hygiene at the gates and of keeping children with them at all times. It was most encouraging to see so many families enjoying their plots, especially as the weather was so good through the spring.

A decision was made early in lockdown to prohibit bonfires on the site because the virus affects breathing. This was generally accepted by tenants as a good move. (Bonfires are not permitted in July and August anyway.)

Bradbourne Vale Allotments

There are currently NO vacant plots. There are 2 people on the waiting list.

All plots will be formally measured during the winter to bring the measurements up to date, using square metres and not rods. This is in line with the project which was completed earlier this year at the Quaker's Hall site.

Ruth King
Allotments Manager

Bus Shelter Replacement - Adjacent to Whitehart PH Tonbridge Road, Sevenoaks

In July 2020 it was reported that the bus shelter adjacent to the Whitehart PH had been damaged beyond economic repair in a storm. A quote was received from Littlethorpe for £5557.50 for an equivalent shelter and a message of support was obtained from Arriva Bus Company.

In August 2020, a grant application for 50% of the replacement cost was made to KCC. Kent County Council have confirmed a grant of £2,778 will be provided.

The new bus shelter is expected to be installed by late autumn.

Brittains Common Hedgerow Planting

The Council was approached in July 2020 by residents living in Braeside Close regarding the possibility of increasing the hedging/tree protection along the boundary of Brittains Common to reduce the vehicular pollution from London Road (A224).

An application was made to the Woodland Trust for 420 Wild harvest saplings to create a new double row hedgerow. The saplings to comprise of hazel, blackthorn, crab apple, dog rose, elder and rowan providing not only increased wildlife habitat, but also fruit and nuts for residents to harvest in future years.

The saplings are due to be delivered in November 2020 and residents will be invited to take part in the planting

This is in accordance with the Town Council's Priorities for 2020-2024.

Sevenoaks Town Council Open Spaces & Leisure Committee 28.09.20

South & South East in Bloom Results 2020

This year's entry into South & South East in Bloom had to be modified by the organisers into a desktop judging without any site visits owing to Covid19.

Based on the written submissions, the Council was awarded the follow awards:

Town Centre – Gold (2019 – Gold)

The Vine – Gold (2019 – Gold)

Upper High St. – Silver Gilt (2019 – Gold)

Friends of Bat & Ball Station – Thriving (which is one less than outstanding)

The flowering troughs and plantings have been much appreciated by the public during the past difficult months as the compliment below highlights:

18	24.06.20	Member of Public	Flower planting in Town	Please thank whoever is responsible for the lovely, cheerful planting in tubs and baskets round Sevenoaks centre. It was my first shopping visit back to town and they made the town look as if it was cared for. A good welcome. So also thank the staff who keep them watered in this hot weather. I'm looking forward to lingering in the town again one day!
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The judges were pleased to see edibles included again in the planting and are looking forward to seeing the cycle planters and seed swapping boxes in place for next year.

It was the first time that Bat & Ball Station garden had been entered and it did exceptionally well.

Links to the main Town Centre entry and the Friends of Bat and Ball entry can be accessed [here](T:\CS\Open Spaces\Sevenoaks in Bloom\Sevenoaks in Bloom 2020\Brochure 2020\Sevenoaks in Bloom 2020.pdf)
<T:\CS\Open Spaces\Sevenoaks in Bloom\Sevenoaks in Bloom 2020\Brochure 2020\Sevenoaks in Bloom 2020.pdf>
<T:\CS\Open Spaces\Sevenoaks in Bloom\Sevenoaks in Bloom 2020\Its Your Neighbourhood\Bat&BallIYNentry.pdf>

(Results and judges' comments attached)



South & South East In Bloom BID, Town Centre & Urban Community 2020

Sevenoaks Town Council - Sevenoaks in Bloom

Desktop Challenge

Assessors Desktop Award Justification

The judge was pleased to see Sevenoaks Town Council entering again this year, and continuing on from last years success of including edibles in the gold, yellow and blue floral displays. It is commendable with the initiative to include edible flowers in the public displays and to encourage people to help themselves. In particular, the inclusion of peas and beans winding their way up the pergolas in Vine Gardens and tomato plants and herbs outside the Post Office. The Judge was pleased to see that the Town Council invited children to grow a plant, which could then be planted in the Vine Gardens in the summer. The Council supplied a suggested choice of the most suitable plants that they could consider to grow. This was accompanied by the child's name; they could then watch the plants grow, and nurture their plant to give the children a sense of ownership. Noted that in these difficult circumstances, plants were difficult to source for some of the floral displays due to your usual nursery not being able to supply any bedding plants. It was commendable that after sending out an SOS for plants, the community and volunteers generously donated plants to ensure there was displays for all to enjoy. The introduction of cycle-planters, was an innovative introduction being attractive as well as drawing support and sponsorship from local businesses. This will hopefully will be able to be viewed at next years judging. The Judge again commends the community volunteer Adrian Cheeseman with his excellent participation in The Sevenoaks Living Landscape Project, and for his active promotion of Sevenoaks in Bloom for several years, tending flower beds all year round at the bus station and to other prominent locations around the town. There is a very sound basis in Sevenoaks with a large range of community led projects. Continue to keep up the good work and hopefully when the current situation improves look to explore further community initiative's.

Award Nomination

Gold (Low)

Previous Year Award Nomination

Gold (Low)



South & South East in Bloom Small Park/Park/Large Park of the Year Award 2020

Sevenoaks Town Council - The Vine

Desktop Challenge

Assessors Desktop Award Justification

The judge was very pleased to note that both volunteers and also carefully planned events have been able to take place in The Vine in such difficult times this year. The Park is a greatly valued park and it was pleasing to read in the report that Volunteers were willing to give up their time to litter pick and tidy the ground. This was important to assist the wardens in keeping the grounds tidy when lockdown was eased due to the park being frequently used. The SOS to both residents and volunteers was a very good initiative to provide plants when the commercial nurseries were unable to supply the seasonal plants. Next year the Judge looks forward to finding out if the new future planned initiative of the cycle planters and the proposed seed swap containers in The Vine and allotments are a successful introduction. As previously mentioned if financially viable the park would benefit from implementing last year's judges recommendation of installing a large notice board. This should be in the park in a prominent location by the main entrance near to the café visible from the adjacent footpath and road. It would be useful to have a list of planned events that are due to be held in the gardens as well as the cricket club details of matches, contacts etc. Information could also include details on the community groups actively involved in the park to encourage further volunteers. Opening times and details regarding the café would be worth considering to maximise passing visitors who otherwise would not know this facility was in the park.

Award Nomination

Gold (Low)

Previous Year Award Nomination

Gold (Low)



South & South East in Bloom Small Park/Park/Large Park of the Year Award 2020

Sevenoaks Town Council - Upper High Street Gardens

Desktop Challenge

Assessors Desktop Award Justification

The judge noted from the supplied portfolio that this much valued park continues to be maintained to a high standard in these difficult times. It was pleasing to note that the volunteers and community assisted the Council in the supply of plants to ensure that there was colourful displays that have been able to be enjoyed since the lock down was lifted. The judges last year and in the previous years raised and recommend again that consideration should be given to replace the other adjacent prunus with a new Amelanchier of a similar size and height in the autumn should finances be available in the top tier of the gardens. This was previously mentioned and would create a balanced pair of specimen trees which would enhance and improve the ground further. Consider this as an opportunity, if a request is made, to plant a Amelanchier memorial tree or encourage volunteers to apply for a small grant. Consider supermarket community funding schemes. This would give the volunteers a greater sense of ownership, and could be used by the group as publicity to encourage more volunteers to assist. . From the provided Portfolio both the volunteers and staff should be commended for the standards of maintenance to this small park which is a much valued asset.

Award Nomination

Silver-Gilt (Mid)

Previous Year Award Nomination

Silver-Gilt (Mid)



South & South East in Bloom - Community Gardening Award 2020

Friends of Bat & Ball Station

Desktop Challenge

Assessors Desktop Award Justification

Such progress in a very short time. Volunteers are to be congratulated and S&SEIB is pleased to reward the second highest award level this year. An assessors visit will next year (fingers crossed) undoubtedly will reveal much more and S&SEIB look forward to making a higher award next year.

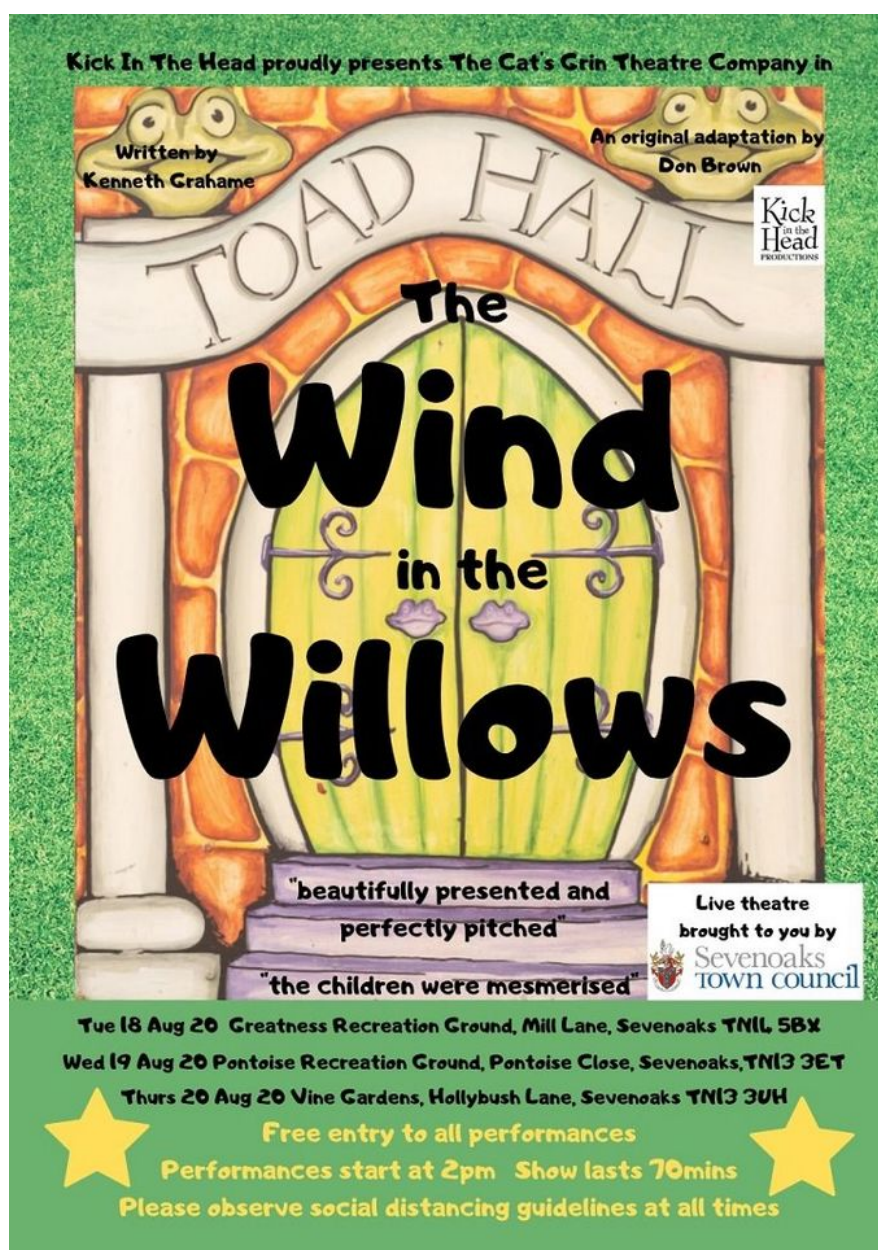
Award Nomination

Thriving (4) (Mid)

Sevenoaks Town Council Open Spaces & Leisure Committee

SUMMER ENTERTAINMENT

Due to Covid-19, this year's summer play dates had to be cancelled. However, to provide some entertainment for families a three-day event of 'Wind in the Willows' was organised between the 18th and 20th of August at various locations around the town.



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The first event was held at Greatness Recreation Ground on the 18th and saw an audience of 90, despite the rainclouds looming in the distance. There were lots of happy children and parents, as they were able to enjoy being outside and entertained.

Greatness Recreation Ground



Sadly, the event at Pointoise on the 19th August was affected by horrendous conditions and continuous downpours. However, four hardy souls stayed until the end.

Vine Gardens



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The final performance was held at the Vine Gardens on the 20th August. An audience of 130 plus enjoyed not only the great entertainment, but also temperatures in the 90's. There were lots of compliments from the happy audience who said they would come again.



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CURRENT MATTERS

366VI	Vine & Cycle racks	Work would start in the new year once work for the chair storage unit had commenced. <i>Cycle planter to be installed.</i> Cycle planters have arrived and are being prepared to use regarding the town's recovery plan. <i>Awaiting news on Buckhurst market.</i>
223	Renovation of St Nicholas War Memorial	Grant from War Memorials Trust agreed. St Nicholas Church is applying for permission from the Diocese for the work to be carried out. Permission should be received in February 2020. Contractor will then undertake refurbishment of the inscriptions in accordance with the method statement. <i>Stonemasons have recently cleaned the memorial.</i>
226	Anti-Litter Campaign	Several litter picking days had taken place and a new recycling bin would be installed at Greatness Recreational Ground shortly. <i>Ongoing.</i> Due to the Covid-19 outbreak litter picking was

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		cancelled. However, many locals are tackling the ongoing problem with litter. <i>Two litter pick days have been organised for the 23rd September around Sevenoaks Town and the 25th September starting at Sevenoaks Station working through to Upper High St Gardens.</i>
176/5 VI	Hillingdon Rise Green	Leaflet drop to be arranged regarding parking on grass. <i>Cllr's to canvas public about parking on the grass.</i>
176/5 VII	Tree Planting	Open Spaces Manager to liaise with tarmac in relation to offer of trees. <i>To produce a leaflet encouraging the public to sponsor or adopt a tree.</i> Ongoing.
352 (II) 11.11.2019	Greatness Cemetery Mess Room	Install new building as energy efficient as possible. <i>New building has been ordered and she arrive before Christmas.</i>
178	Friends of Greatness Cemetery	To be launched in autumn 2019. <i>Launch in February 2020.</i> The launch has been delayed due to Covid-19. The leaflet is completed and ready to go to print and we hope to launch later this year.

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			<i>To launch early 2021.</i>
352	11.11.2019	Pontoise Recreation Ground	Work completed. Grant to be claimed. <i>Completed.</i>
304	30.09.2019	Quaker Hall Allotments	Install additional water pipes and water butts. <i>Ongoing.</i>
499	17.02.2020	Purchase of Electric Van	Purchased and awaiting delivery. <i>Our new electric van has been in service for just over a month and is aptly named 'Zero.'</i>
503	17.02.2020	Greatness Football Pavilion Proposal	Arrange for presentation to councillors. Taking place 6.7.2020 <i>Ongoing.</i>
96	07.07.2020	St John's Toilets	Refurbishment to be progressed subject to landowners (SDC) permission.
97	07.07.2020	War Memorial Additional Inscription	Completed.
351/1		Jubilee Clock	Referred to F & GP <i>Work to begin on repairs on Wednesday 30th September.</i>