

**Sevenoaks Town Council**  
**Minutes of the Open Spaces & Leisure Committee held on 11<sup>th</sup> July 2016**  
**In the Council Chamber commencing at 7.00 p.m.**

---

**Committee Members Present**

|                                            |         |                     |           |
|--------------------------------------------|---------|---------------------|-----------|
| Cllr S Arnold                              | Present | Cllr O Schneider    | Apologies |
| Cllr N J Busvine OBE, <b>Vice Chairman</b> | Present | Cllr P E Towell     | Apologies |
| Cllr J M Canet                             | Present | Cllr E Waite        | Present   |
| Cllr A Eyre, Mayor                         | Present | Cllr Mrs P C Walshe | Present   |
| Cllr R J Parry, <b>Chairman</b>            | Present | Cllr Mrs R Parry    | Present   |
| Cllr S G Raikes                            | Present |                     |           |

**In Attendance:** Town Clerk, Cllr R Piper, Committee Clerk and Open Spaces Manager.  
Five members of the public present.

**Public Question Time**

Mr Patrick O'Keefe from Sevenoaks Rugby Football Club discussed the benefits of the installation of a 3G pitch. The SRFC felt a 3G pitch would benefit young people in the town and would allow play to continue even in bad weather. There was currently no other full size 3G pitch in the Town. The SRFC would like a lease agreement for the 3G pitch and work closely with the Town Council with regards to obtaining funding.

**134 Requests for Dispensations**

No Requests for Dispensations had been received from Members to enable participation in discussions on items on the agenda where the Member has a Disclosable Pecuniary Interest (s 31 & 33 Localism Act 2011).

**135 Declaration of Interest**

None received.

**136 Minutes of the Meeting held on 7<sup>th</sup> March 2016**

**RESOLVED:** that the Minutes of the meeting of the Open Spaces & Leisure Committee held on 7<sup>th</sup> March 2016 be received and signed as a true record.

**137 Open Spaces & Cemetery Managers Report**

The Open Spaces Manager reported on the following matters:

1. Staff
2. Knole Paddock Pavilion
3. Bradbourne Vale Road Allotments
4. Kippington Meadow
5. Greatness Recreation Ground
6. Greatness Cemetery
7. Trees and woodlands including Sevenoaks Common
8. Buckhurst Lane Play Area
9. Littlewoods

Kippington Meadow – Current Gas works had caused some issues in the area with a WC being placed at the entrance gate blocking access to the site. Due to the Gas works there had been a slight delay with the tarmacking of the pathway.

It was agreed that the existing pathway, which in part would shortly be tarmaced had become covered with mud making walking on it difficult. This issue would be dealt with shortly by the Open Spaces Team.

Littlewood – Cllr Piper offered to distribute with another Councillor leaflets explaining the proposed work to residents.

**RESOLVED:** that the following processes would be carried out regarding work at Littlewood:

1. Leaflet drop to residents
2. Notices in the area
3. Press Release

Congratulations were given from the Chairman regarding the internal promotion of Open Spaces staff.

**RESOLVED:** to note the report from the Open Spaces & Cemetery Manager

**138 Skateboard Park Maintenance**

A report was received regarding the proposed Skatepark maintenance. It was stated that all seven pieces of equipment at the park would be re-surfaced. The steel frames did not need replacing at the current time and it was estimated that these would last approximately another 10 years.

**RESOLVED:** that the proposed volunteer painting days for the backboards would be placed in Councillors packs this week in order to ascertain which date would be preferred.

**RESOLVED:** to allow an additional £8,000 of maintenance be carried out in the current financial year and create an Earmarked Reserve for skateboard maintenance.

**139 Statement of Accounts**

The accounts for April 2016 were received.

5025 – Expenses for the Lower St John's toilets were for cleaning and business rates.

1022 – It was stated that the high figure was due to invoicing timing.

6620 – Expenditure for Registration of Cemetery Lodge in readiness for sale.

**RESOLVED:** To note and agree the statement of accounts for April 2016.

**140 Kippington Meadow proposed play equipment**

A report was received regarding the public consultation.

It was noted that there had been no leaflet drop in Crownfields or Valley Drive.

**RESOLVED:**

1. To continue with the public consultation.
2. Carry out a leaflet drop in Crownfields and Valley Drive.
3. Host a site meeting to discuss proposed location for equipment.
4. Delegated authority be given to the Chairman of Open Spaces & Leisure, Chairman of Finance and General Purposes and Town Clerk to proceed with the project.

**141 Benches in Sevenoaks Town Centre**

It was noted that a request from a member of the public had been received requesting more benches be installed in the Town Centre.

**RESOLVED:** Cllr Canet to discuss with the Senior District Action Forum and report suggested locations back to the Town Clerk. It was agreed that once suitable positions had been found that the Committee Clerk proceed with obtaining quotes for additional benches in the Town.

**142 Sevenoaks Town Council Allotment Strategy**

The strategy document was received. Thanks were given to the Town Clerk on an excellent document.

**RESOLVED:** to agree and adopt the Sevenoaks Town Council Allotment Strategy.

**143 3G Pitch at Knole Paddock**

A report was received. It was noted that one complaint had been received from the public which the Town Clerk read out to the members.

The Open Spaces Manager confirmed that 3G pitches are generally filled with rubber crumb. However new materials are being considered as surfaces for 3G pitches are continually changing.

It was noted that the Sport Strategy document states current usage at Knole Paddock and the aspiration to install a 3G pitch in the area.

**RESOLVED:** To allow the Town Clerk to research the proposal for Sevenoaks Town Council to install a 3G pitch at Knole Paddock and for relevant funding to progress the project.

**144 South & South East in Bloom**

The minutes from the meeting held on 20<sup>th</sup> June were received.

It was agreed that the new floral displays at Pembroke Road enhanced the area. It was suggested that Town Clerk write to Kent County Council to enquire if the railings could be replaced or improved at the junction.

**RESLOVED:** The Town Clerk would write a letter to Kent County Council requesting improvement of the railings at Pembroke Road.

**145 Vine Pavilion**

A report was received. It was noted that any broken windows when they occur in the buildings would continue to be replaced with safety glass.

It was noted that the Tea Hut was used by the Cricket Club for storage and was part of their lease agreement.

**RESOLVED:**

1. Instruct contractor B to be appointed for the exterior painting and repairs of the Vine Pavilion.
2. Order a new bridge for the Vine Gardens rather than refurbish the current one.

3. The Town Council to await the outcome of the funding application for a new Vine Bridge before placing the order.
4. A cost for the Tea Hut to be refurbished at the same time as the Vine Pavilion be sought.

**146 Current Maters**

**RESOLVED:** To note the Current Matters report.

**147 Press Release**

**RESOLVED:** To issue a press release regarding the improvements to the Vine area.

There being no further business the Chairman closed the meeting at 7.55 p.m.

Chairman .....

Dated .....