

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee held on 17th October 2016
In the Council Chamber commencing at 7.00 p.m.

Committee Members Present:

Cllr S Arnold	Present	Cllr O Schneider	Apologies
Cllr N Busvine, OBE, Vice Chairman	Present	Cllr P E Towell	Present (7.15 p.m.)
Cllr J M Canet	Present	Cllr E Waite	Present (7.13 p.m.)
Cllr A Eyre (Mayor)	Present	Cllr Mrs P C Walshe	Present
Cllr R J Parry, Chairman	Present	Cllr S G Raikes	Present

In Attendance: Cllr R Piper, Chief Executive/ Town Clerk, Open Spaces & Cemetery Manager.

279. Apologies for Absence

Received from Cllr Schneider.

280. Requests for Dispensations

There had been no requests for Dispensations.

281. Declaration of Interests

There were no Declaration of Interests.

282. Minutes of the Open Spaces & Leisure Committee held on 19th September 2016.

The following queries were raised about the budget:-

- i) Provision for Property Maintenance
- ii) Pg. 148. Forecast and total sum, clarify calculation.
- iii) Provision for income and expenditure for Quakers Hall Allotments for October 2017 – March 2018.

RESOLVED:

- i) Clarification about budget matters to be presented to the Finance & General Purposes Committee.
- ii) That the Minutes of the Open Spaces & Leisure Committee held on 19th September 2016 be received and signed as a true record.

283. Open Spaces & Cemetery Manager's Report

Staff

It was noted that recruitment for two members of staff was continuing. The vacancies was leaving the department short staffed particularly if there was holiday or sick leave. Where efficient outside contractors were being used to address shortfall.

Greatness Recreation Ground

The skateboard park had been painted by volunteer Town Councillors and members of the Greatness Resident Association and had been well received.

Sevenoaks Common

The Committee noted the work being undertaken and the Greensand Project. It was also noted that a strategy document for the Sevenoaks Common would be provided to the next meeting.

RESOLVED: To invite Mr Andrew Willmore, the Project Officer for the Greensand Project to a future meeting.

Brittains Common

Discussion took place about the proposal to install bollards for the prevention of unauthorised encampments on the site. It was noted that a response was awaited from KCC in relation to its part of the land.

RESOLVED: To inform KCC that the Town Council would carry out the works required by a specified date if they did not learn of any concerns from them.

284. Statement of Accounts

It was noted that the Statement of Accounts for August 2016 would be presented to a future meeting.

285. Quakers Hall Allotment Site

Following legal advice Sevenoaks Town Council had served a one year Notice to Quit on Sevenoaks Allotment Holders Association Ltd. The allotment association had confirmed via its member's newsletter that it would collect the rents for the autumn of 2016.

It was also noted that the allotment association had recently written to Cllr Eyre and Cllr Parry which had been forwarded to the Chief Executive to respond to.

RESOLVED: Copies of the correspondence to be forwarded to Councillors.

286. Vine Pavilion Works

The Committee noted the progress of the current refurbishment of the exterior of the Vine Pavilion and Tea Kiosk and that subject to weather would be completed by the end of October 2016.

There was a need to provide a replacement flat roof to the pavilion. Officers had previously hoped that the contract could be carried out in two halves, however it was now considered subject to budget prudent to carry out in one contract.

£30,000 had previously been allocated within the Capital Programme budget, £20,000 in the 2016/17 budget and £10,000 to come from the Community Investment Fund. Approximately £4,000 had been spent for repairs to the roof over the public toilets when refurbishment work was completed earlier in the year.

The cost to repair the flat roof with a high quality product to match the roof over the public toilets and with a guarantee of 20 years was £49,000.

The Community Infrastructure Committee had discussed the works to the pavilion roof and using funds from the October 2016 Community Infrastructure Levy (CIL) income. The decision for this had been delegated to the Chairman of the Committee and the Chief Executive. The Chairman of the Committee had confirmed that he was willing to use the income for this purpose. It was noted that clarification would be sought that CIL could be used for this purpose.

The architect associated with the project had been requested to obtain tenders for the installation of a disabled access ramp to the front of the building. Planning Permission had already been approved for this.

RESOLVED: To approve the expenditure for the flat roof up to £49,000 using the £16,000 budget in the Town Council's Capital Budget and the balance from the October Community Infrastructure Levy.

287. KCC Grass Cutting

KCC were offering parishes the opportunity to carry out the grass cutting contracts in their areas. Initially a payment would be made of 2 pence per square metre. It was hoped that neighbouring parishes might work together on the delivery of this.

RESOLVED: it was agreed to defer the matter to be considered at the next Committee meeting when revenue costs and income had been researched. The Committee would review the costs against what it wanted to achieve for the appearance of the town.

288. Current Matters

Vine Pavilion redecoration and joinery repairs

Progress noted.

3G Pitch at Knole Paddock

Project continued to be worked on.

Volunteer Litter Picking

Officially launched on the 25th September 2016, unfortunately the Mayor was unable to be present.

Greatness Recreation Ground.

The Universal Key Lock to be installed in the near future.

Hanging Baskets

Tenders to be sought for 2017.

Kippington Meadow Play Equipment

The project would be progressed in 2017 subject to weather and funding.

It was noted that further correspondence had been received since the previous meeting, two letters against the project and one in favour. Copies of the letters had been forwarded to Councillors.

It was agreed that Councillors had canvassed opinion, not held a referendum, and had taken all responses into careful consideration when reaching its decision to progress with the project.

Summer Play Provision 2017

Arrangements for 2017 were noted including the request to Sevenoaks District Council to include the Town Council's activities in its publicity for district wide play dates.

Brittains Common

Bollards to be put in place to prevent unauthorised encampments.

Sunday Farmers Markets on the Vine

Previously agreed that the Farmers Market would be merged into events being held on the Vine Gardens.

Vine Bridge

The Town Council had been seeking external funding for the refurbishment / replacement of the current Vine Bridge at a cost of £15,126.20. The Town Council had a provision of £8,000 for this in its Capital Programme.

It was noted that KCC Councillors Crabtree and Parry had agreed to make up the shortfall for the contract from their Members Grant.

RESOLVED: That the Town Council record its gratitude to Cllr Crabtree and Cllr Parry for their generous grants enabling this project to be completed in a key area of Sevenoaks.

289. Press Release

RESOLVED: To issue a Press Release relating to the funding for the work to the Vine Bridge and associated improvement works to the Vine area.

There being no further business the Chairman closed the meeting at 7.45 p.m.

Chairman

Dated