

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee held on 27th November 2017
In the Council Chamber commencing at 7.00 p.m.

Committee Members present:

Cllr S Arnold	Present	Cllr O Schneider	Absent
Cllr N Busvine OBE, Vice Chairman	Absent	Cllr P E Towell	Present
Cllr J M Canet	Present	Cllr E Waite	Apologies
Cllr A Eyre	Present	Cllr Mrs P C Walshe	Apologies
Cllr R J Parry, Chairman	Present	Cllr S G Raikes	Present

In Attendance: Town Clerk, Open Spaces Manager

Prior to the commencement of the meeting Mrs Fidelity Weston addressed the meeting regarding the Greensands Common Project and the request for match funding for the related Heritage Lottery Fund funding application.

The Chairman stated that he would bring the relevant agenda item forward.

361. Apologies for Absence

Received from Cllr Busvine, Cllr Chakowa, Cllr Mrs P C Walshe and Cllr E Waite.

362. Requests for Dispensations

There were no requests for dispensations.

363. Declaration of Interests

There were no declarations of interest.

364. Minutes of the Open Spaces & Leisure Committee held on 4th September 2017

RESOLVED: That the Minutes be accepted and signed as a true record.

365. Greensand Common Match Funding

The Committee had received an agenda report outlining the proposals within the Greensand Common project for Commons within Sevenoaks District. These included Sevenoaks Common.

It was noted that the project would complement Sevenoaks Town Council's Strategy for the Sevenoaks Common which was in draft format.

A funding application had been made to the Heritage Lottery Fund for £700,000 for the project and £70,000 match funding was required.

RECOMMENDED: To the Finance & General Purposes Committee to provide £1,500 for each of the next four years as a contribution towards the Greensands Common Project and subject to the identified projects for Sevenoaks Common taking place.

366. Open Spaces & Cemetery Managers Report**i) Planting of the Charter Seven Oaks**

A further provision of Seven Oak Trees would be provided within Sevenoaks Common. The Mayor Cllr Chakowa would plant the first Oak, a tree provided by the Woodland Trust on Thursday 30th November.

ii) The Greensands Project

The Open Spaces Manager outlined the Greensands Project activities which had taken place to date on Sevenoaks Common, these included Forest Skills events.

iii) Julian's Meadow

It has previously been agreed to install bollards on the public open space to prevent incursion by vehicles. Three quotations had been obtained for the work.

Company A	Company B	Company C
£5,070.05	£3,495.00	£5,170.00

RESOLVED: Quotation B be accepted and contingency funds be used for the project.

iv) Greatness Cemetery

The Open Spaces Manager provided within his report an outline of the additional works taking place at the cemetery.

v) Vine Gardens

The Open Spaces Manager provided within his report an outline of the scheduled planting improvements and plans for the Vine Gardens.

vi) Vine & Cycle Racks

It was noted that the current cycle racks might be better used in a new location. It was also hoped to install some additional cycle racks.

RESOLVED: That the provision of cycle racks be delegated to the Town Clerk and Open Spaces Manager.

vii) Vine Waste – Removal of Diseased Lime Tree

The Committee received and considered the two independent professional reports that stated that the Lime Tree needed to be felled. A replacement tree would be provided.

367. Statement of Accounts for September 2017

It was noted that the accounts had previously been reviewed by the Finance & General Purposes Committee.

RESOLVED: To note the report.

368. Allotments

The Committee received and considered the management reports for both Quaker Hall Allotments and Bradbourne Vale Road Allotments.

RESOLVED:

- i) Where possible in future management reports to indicate plots that were unsuitable for letting in present condition.
- ii) If a potential tenant were willing to undertake the restoration work to such plots they would have first year of tenancy rent free.

369. Greatness Recreation Ground Public Toilets

The Committee noted that a decision on an amendment to the planning application was awaited prior to work commencing.

370. South & South East in Bloom

Sevenoaks Town Council entered five sites into the South & South East in Bloom Competition for 2017. The sites received the following awards.

Town Centre – Silver Gilt (same as 2016)

Sevenoaks Cemetery – Silver (1st year of entry)

Sevenoaks Common – Silver (1st year of entry)

The Vine – Silver Gilt (fall from Gold in 2016)

Sevenoaks Upper High Street Gardens – Silver Gilt (rise from Bronze in 2016)

To recognise the involvement of the local community, framed Certificates of Excellence were awarded by the Mayor, Cllr Maxine Chakowa at the Town Council Meeting held on Monday 2nd October 2017 to House in the Basement, St John's CE Primary School, Little Vine Nursery, Rockdale Housing Association, The Chequers, Neal's Yard, Sevenoaks Living Landscapes, Raj Bari , Creative Project and Russell Harper.

A breakdown of the scores and judge's comments were provided with the agenda for the meeting.

The Town Council were grateful to the following organisations for their financial contributions towards the hanging baskets and vinyls at Edwards Electrical site.

Company	Amount Donated
Warners Solicitors	£50.00
Sencio	£50.00
Go Coach	£250 for bus station area

Francis Jones Jewellers	£50
SAHA	£100
Stag	£200
Sevenoaks Computers	£20
Grace Fashion	£20
Offset Architects	£500 towards vinyls at Edwards Electrical site
Specsavers	£500 towards vinyls at Edwards Electrical site
Cryojuvenate	£40.00
STC	£500 towards vinyls at Edwards Electrical site
STP	£500 towards vinyls at Edwards Electrical site
Leaders	£50
Total	£2830.00

Income and Expenditure for 2017:

Expenditure	
Hanging Baskets	9,278
Entries	340
Hoarding panels	3000
Artwork & Photos	390
Booklets and stickers	450
Staff overtime	48
Total	13,505
Income	
Donations	1,780
Contribution to vinyl	1500
Total	3,280
Net Cost	10,225

Plans for South & South East in Bloom 2018:

Sevenoaks Town Council had reviewed the points and comments provided by the judges for the 2017 entries and aimed to improve on these. Key points included the following:

Upper High St. Gardens

- i) Improve signage – information board to be installed

- ii) Work to revised Management Plan, weeding and bark mulch
- iii) Replace peace rose
- iv) Introduce shade tolerant plants
- v) Replanning and replanting spring 2018 (include bee friendly)
- vi) Paint bin
- vii) Install new bench
- viii) Repair roof of shelter
- ix) Install tamper proof water butt
- x) Install bug box
- xi) Control overgrowth into Six Bells Lane

The Vine

- i) Work to revised Management Plan
- ii) New Planting Plan
- iii) Provide details of events (external to café)
- iv) Replace old Dog Waste Bin
- v) Install bug boxes

Cemetery

- i) Signage to be reviewed / replaced. Consider Highway signage
- ii) Repair shelter. Install information board including map.
- iii) Consider creating Friends group for the cemetery.

Common

- i) Work to revised Management Plan
- ii) Install additional chippings addressing some access matters

The Action Plan for the 2018 Sevenoaks in Bloom would be considered by the Working Party and reported to a future Open Spaces & Leisure Committee.

RESOLVED: The theme for 2018 would be the WW1 Commemoration. The colour theme would be red.

371. Tree Charter

In the summer of 2017 Sevenoaks Town Council became a Charter Branch of the Tree Charter organised by the Woodland Trust.

372. Vine Pavilion Ramp

Sevenoaks Town Council had invested considerable resources recently in upgrading the exterior of the Vine Pavilion. This has included repairs to timber and repainting, new flat roof, upgrading all public toilets and removal of all asbestos.

Sevenoaks Town Council had also been proposing for some time, subject to funding to provide an access ramp to the Vine Pavilion.

The Planning Application for the ramp has been approved.

The following tenders have been received:

	Gross	Net
Tender A	£116,100.00	£92,879.89
Tender B	£61,649.60	£51,374.66
Tender C	£37,648.80	£31,374.00
Tender D	£40,440.96	£33,700.80

RESOLVED: Tender D be accepted, (once funding obtained) as it was in the lowest two received and the same contractor who has completed the other works to the pavilion.

373. Contaminated Land at Woodside Road

On Thursday 5th October 120 World War Two phosphorus grenades were uncovered in a resident's garden by builders working on an extension in Woodside Road.

The Town Council had been informed that the process by the Ministry of Defence is that it take such items to the nearest safe place to be detonated and this would not require land owners permission. It was understood that they would normally use a metal skip for the process.

The items were taken to the public wooded area at the corner of Woodside Road and Bradbourne Park Road. A trench was dug and a controlled explosion took place for the 120 grenades. The contaminated and toxic public open space was then left.

Sevenoaks District Council initially thought the land was theirs therefore they fenced the contaminated land.

It was later agreed that it was Sevenoaks Town Council land and the Town Council took additional measures to protect the public from coming into contact with the contaminated land. 24 hr security personnel was been brought in to the area.

Sevenoaks Town Council engaged specialised clearance contractors, as soon as possible. Following the removal the land had to be tested by Environmental Health

Officer, analysed and cleared by the Public Health Department. Unfortunately due to the explosion and debris being carried some distance there were still evidence of contaminated soil present. Therefore the process has to be repeated. The final remains were cleared on Friday 17th November 2017.

At present the total cost for the clear up exercise is unknown but expected to be a minimum of £8,000 for the specialised contractor and £500 per day for the 24 hr security firm. Sevenoaks Town Council had been informed that its insurance company will not cover this claim and the Town Council needs to claim from a third party.

It was understood that the police would hold a debrief meeting on the matter and process, however a date for had yet to be arranged.

RESOLVED: Sevenoaks Town Council to review producing its own Emergency Plan.

374. Current Matters

The Committee received an agenda report providing an update on the following matters:

- i) Planting of Seven Oaks
- ii) Attempted break in at Sevenoaks Football Club
- iii) Repainting of heritage street furniture
- iv) Mill Pond
- v) Greatness Recreation Ground and reporting via 101
- vi) Greatness Recreation Ground – universal key installed.
- vii) Kippington Meadow Play Equipment
- viii) Vine
- ix) Julian's Meadow
- x) Sevenoaks Common
- xi) Summer Play Dates
- xii) Quaker Hall Allotments
- xiii) Warren Clock

RESOLVED: To request a response from KCC relating to the need to clear silt from Mill Pond and to copy in Cllr Chard and Cllr Crabtree.

375. Press Release

RESOLVED: To issue a press release relating to the planting of the new Seven Oaks.

There being no further business the Chairman closed the meeting at 8.35 p.m.

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Dated

Chairman

