

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee held on Monday 11th November 2019
In the Council Chamber commencing at 7.00 p.m.

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 (7.30pm)
Cllr V Granville- Baxter	Present	Cllr Raikes	Apologies
Cllr L Michaelides	Present	Cllr R Parry	Present
Cllr T Morris Brown	Present		

Substitutes	For
Cllr R Piper	Cllr S Raikes
Cllr T Clayton	Cllr S Camp

Attendance: Town Clerk, Open Spaces Manager and Committee Clerk.

Note: The meeting was not recorded.

Public Question Time

There were no members of the public present.

348. APOLOGIES FOR ABSENCE

As noted above.

349. REQUESTS FOR DISPENSATION

There were no requests for dispensations.

350. DECLARATIONS ON INTEREST

There were no declarations of interest.

351. MINUTES OF THE OPEN SPACES AND LEISURE COMMITTEE HELD ON 30th SEPTEMBER 2019

RESOLVED: The minutes of the Open Spaces and Leisure Committee held on 30th September 2019 were signed as a true record subject to the following amendments:
Cllr Clayton substituted for Cllr Camp and Cllr Piper was in attendance.

352. OPEN SPACES & CEMETERY MANAGERS REPORT

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

i) Trees

Actions to previous resolutions regarding trees

The Woodland trust grants were only available to Schools and community groups, but it was noted that one of their approved growers was a town council regular supplier of native tree and hedging stock, being a member of the UK Sourced and Grown group of suppliers to the trust.

To progress the ability of members of the public to donate trees the town council would initially provide details in the Town Crier.

Potential dates for a tour of sites for new Councillors were Friday 6th or Monday 9th of December. Councillors were asked to contact the Open Spaces Manager.

Kent County Council had been contacted regarding its tree planting policy in relation to pavements, no response received to date.

The Sevenoaks in Bloom group would be meeting on 2nd of December at 10.00 am and would be discussing tree planting

ii) Greatness Cemetery Mess Room and Workshop

The messroom workshop building was reaching the end of its life, a timber construction and is uneconomic to repair with decay in most uprights and the roof structure, although it had had several repairs in the last few years particularly after break ins.

It had previously been resolved to replace this building and £25,000 and £6,000 from Rolling Capital Budget (not reserves) has been allocated from the Town Council's Community Infrastructure Levy funds.

To date one firm quotation had been received from a specialist company to supply and erect a new all steel wood clad building including all mess room fittings, plumbing and fixtures, electrics within the building strong steel doors and an adequate roof height which enabled all plant to be driven in for storage.

The cost for this was £38,000.

In addition, there would be a need to arrange temporary storage units for the plant and tools, deal with demolition and disposal, new electrical connection to the existing supply and connecting the mains water and cess pit outlet. Additional quotations being sought.

The Town Council wished to recognise the Government and KCC declarations for aiming for Zero Carbon and make its number one priority to integrate the aim within the vision and throughout the Neighbourhood Development Plan (NDP) and within the Town Council's general operation. For its new buildings to be as sustainable and

eco-friendly as possible. Existing buildings to be improved to be more sustainable with reduced carbon footprint where practicable.

The Town Council would therefore commission an environmental audit of the proposed building and estimate the size of solar installation to off set the new build rather than merely reduce electricity consumption per annum. Rainwater harvesting was also a possible option although relatively little water was used in the messroom when compared with the whole site (public toilet, watering points, watering flowers).

Options to proceed

1. Continue with quotes for a steel building and arrange an audit of the building to estimate carbon offset needed.
2. Obtain quotes for a wooden building (lower environmental footprint but shorter working life and harder to make secure) arrange a similar audit.

Demolition and rebuild	£45,000
Audit	£1,000
Solar installation	£16,000
Total	£62,000

RESOLVED: To move forward with installing a new building and to research the pay-back for solar energy and seek advice from solar panel installers and Eco Electricity or similar suppliers.

RECOMMENDATION: To Finance & General Purposes Committee that authorisation be delegated to the Chairman, Vice Chairman and Town Clerk to proceed with the building requesting an additional allocation of £20,000 from Capital Reserve.

Pontoise Recreation Ground

The Town Council were successful in a grant application to the Ibstock Enover Trust for £15,745.00 to replace the post and rail fence around the quarry face and replace three areas of safety matting under the older pieces of equipment in the play area.

The Grant offered was slightly lower at £15,000.00 less 10% from Town Council which would fund the scheme by £2,245.00 in total.

Work to replace the safety surface was due to start in November and the fencing by a separate local company Tyrrells in January.

Sevenoaks Rugby Football Club

At present the rugby club had a car sized garage attached to the Town Council's Knole paddock workshop building. It was constructed from the same brick as the workshop and was probably constructed soon after the workshop.

It was used to store the scrum machine and tackling pads and other kit. The amount of equipment stored has outgrown the building, the club also wanted to invest in some temporary portable floodlights to help with mid-week training in the winter, but would want to store these away each week.

Previously the club had suggested enlarging the store to double its size which could easily be achieved without visual impact on any nearby resident or loss of playing surface. An architect had drawn up plans for the Council to review.

RESOLVED: To request the District valuer to consider lease rent for additional store area when reviewing recommendation for rent for renewal of lease. Agrees in principle subject to planning and meeting all costs for the project and successful lease negotiation.

Congratulations were passed to the Open Spaces Manager and his team on the excellent condition of the Cemetery, War Memorial and Vine at the time of the remembrance services.

353. STATEMENT OF ACCOUNTS

RESOLVED: To receive and note the accounts for September 2019.

354. DRAFT REVENUE AND CAPITAL PROGRAMME BUDGET FOR 2020-2021

- i) **Draft Revenue Budget**
- ii) **Capital Rolling Programme**

It was noted that funding associated with the capital rolling programme was not within the draft revenue budget and the principle would be reviewed by the Finance & General Purposes Committee.

Jubilee Clock – To research history relating to the clock.

St John's public convenience – To consider upgrading the facilities.

RESOLVED: To recommend draft report to Finance & General Purposes Committee

355. CURRENT MATTERS

MINUTE NO.	SUBJECT	UPDATE
366 VI	Vine & Cycle Racks	Cycle planter to be installed.
221 (2018)	Lamp post outside Lloyds Bank	Completed.
223 (2018)	Renovation of St Nicholas War Memorial	Grant received.
226 (2018)	Anti-Litter Campaign	Ongoing.
314 (2018)	Greatness Cemetery Faculty	Received and completed.
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 to plant tree on 28 th November 2019
176/5 VI (2019)	Hillingdon Rise Green	CLRs to canvass public about parking on the grass.
176/5 VII (2019)	Tree Planting	Open Spaces Manager to liaise with Enovert.
178 (2019)	Friends of Greatness Cemetery	To be launched in November 2019
181 (2019)	Steps in Millpond Wood	Open Spaces Manager to put in place plan for work.
182 (2019)	Upper High Street Gardens	Noted insufficient space for tables. Install seat(s) with arms.

356. PRESS RELEASE

RESOLVED: To distribute a press release relating to the Mayor's tree planting at the Sevenoaks Common.

RESOLVED: Under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.

357. CEMETERY LODGE

RESOLVED: Request to purchase additional land was denied.

There being no further business the Chairman closed the meeting at 8.30pm

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Chairman

Dated

