

OTFORD Parish Clerk: The School House
PARISH Sharon Holt 21 High Street
01959 524808 Otford Sevenoaks
COUNCIL Email: clerk@otfordpc.co.uk Kent TN14 5PG

MINUTES of a MEETING of OPC RECREATION & ENVIRONMENT COMMITTEE

at The School House on Monday 29 April 2019 from 7:30pm

Present: Cllr M Evans (in the Chair), Cllr P Clucas, Cllr J Lawrey
Also Present: Mrs L Booth (for the Public Forum) and Mr M Richards (OAA)
Clerk: Mrs S Holt

Public Forum:

Mrs Booth reported that she has been speaking to parents and children in the Hale Lane area. They have indicated that they would appreciate it if the area around the basketball court could be changed to a hard surface. A basketball hoop and hard surface would also be appreciated in the High Street Recreation Ground.

Swings suitable for teenagers would be useful at the High Street Recreation Ground.

It was noted that the wooden posts at Hale Lane are slippery and children have complained about minor injuries. Mr Thomas will be asked to look at these urgently.

The basket swing is very popular. A larger one for older children would be very useful.

A tunnel with a mound over was also suggested along with a graffiti wall, a climbing wall and a cobweb swing. It was agreed these suggestions will be costed.

Mrs Booth also spoke about Dog Fouling (see below item 7b)

1. Apologies for Absence – Cllr I Roy and Mrs K Drake (OSA).
2. Declaration of Interest - None.
3. Minutes of the Previous Meeting. The Minutes of the previous meeting held on 5 March 2018 were signed as an accurate record of the meeting following an alteration to the day and time of the meeting..
4. Matters arising from the previous meeting not covered elsewhere on the agenda – None.
5. Allotments
 - a A written report was received from the Allotments Association.
 - b Plot Lettings. All the plots are currently let.
 - c Unkempt plots. The plots that had not been properly cultivated last year have either
been taken on by new tenants or are being worked. 7/19
Clerk/OAA/ME
A watch is being kept on some plots where little or no work has been undertaken this year. An inspection will take place in the middle of May (date to be agreed).
 - d Plot number markers will be considered at the OAA meeting as they are proving hard to obtain. 6/19 Continuing
 - e Grass Mowing. The arrangement for Brian Thomas to undertake mowing of the main paths in advance of the Allotment Association Work Parties will continue between March and October. Completed
 - f The Ash tree beside the footpath at Mill Meadow needs the ivy cut on the trunk. It was agreed that Cllr Clucas will progress this at the work party. 29/18 PC
 - g With the exception of a hawthorn tree, all the work proposed following the tree survey has been completed. The removal of the hawthorn tree is proposed to be undertaken along with other tree work in the Recreation Ground. 30/18 OAA/ME Continuing
 - h Bee Hives. OAA will discuss this at their next meeting. 45/18 OAA
 - i It was agreed that the roots of the Willow as well as the roots of an Elder will be ground out.
 - j There is an Ash tree overhanging the stream by Mill Meadow which will be removed. A quote has been accepted.
 - k Water Tap. The repair to the water tap on the main path near the tennis courts still needs further attention. 8/19 BT

6. OSA
- a A written report was received from Mrs Drake.
- b OCC reported that the metal poles around the cricket square will be replaced by plastic poles. Hazard notices will be attached. To date this has not been carried out. Continuing.
- c Post and Rail Fence. It is understood that a new application is being prepared for post and rail fencing around the floodlit football pitch. Oxford PC will wait for a formal application before considering this again. 9/19
- d OUJFC has asked for extra storage at both the Hale Lane and High Street recreation grounds. Cllr Clucas and Mr Thomas will be looking into this. 2/18 PC/BT
Continuing
- e Grass Cuttings/Compost remain by the cricket screen. The Cricket Club has been told not to dump their grass cuttings by the garage and to ensure their contractors remove the cuttings each time they mow or to find an alternative contractor who will take the cuttings away. 5/18 Clerk
The Cricket Club has been advised why grass clippings cannot be composted on the Recreation Ground.
It was reported that the Cricket Club is dumping cuttings again at the start of 2019. It is also reported that someone else is dumping garden rubbish in the same spot.
As the Cricket Club is not complying with the requirements of the Parish Council, it is RECOMMENDED that the Parish Council bills the Cricket Club for the removal of the existing cuttings, at an approximate cost of £140. If the dumping of grass cuttings continues, the Cricket Club will be refused permission to play on the Recreation Ground and the area will be put back to general use. Council to Consider
- f Amalgamation of OUJFC and OUFC. The football clubs have agreed to operate as a single club as of June 1 in preparation for the next season. An announcement has been written and will be distributed shortly.
- g Eric Dilley Pavilion. There has been a problem with the showers in changing room 4 which has been running cold and required a new thermostat. This problem has been rectified. Completed.
- h Mr Thomas has reported boys in the playground wearing football boots. This has been denied by OUJFC. OSA has asked the Club to make parents aware that children in the playground need to be supervised at all times and that football boots are not permitted. 12/19 Continuing
- i It was noted that the OSA is considering placing a defibrillator on the Recreation Ground for use in sporting emergencies.
7. High Street Recreation Ground
- a A report was received from Brian Thomas.
- b Dog Fouling. It was reported by Mrs Booth that dog fouling continues to be a problem on the Recreation Ground as well as dogs that are not under the control of the owners chasing children playing sports. 16/19
Following discussion, it is RECOMMENDED that all dogs are to be kept on a lead on the Recreation Ground from March to October for a trial period of 6 months to see if the situation improves.
Large signs will be erected at each entrance. One for dog fouling and one for keeping dogs on a lead. Council to Consider
- c Trim trail equipment. The under 5 equipment has been installed. The over 12 equipment will be ordered in June 2019. Completed
- d Holes in the hedge bordering Park Lane. The holes have been repaired. Completed
- e Mr Thomas will be asked to check the condition of the electricity meter box by the tractor shed for safety. 6/18 Clerk
- f Waste bin to be placed on the patio. This is awaiting fitting. Mr Thomas has been asked to assist. Continuing
- g The spring seat has been broken in the playground. It is no longer possible to get spare springs. It is RECOMMENDED that a new spring toy is purchased and installed at a maximum cost of £1750. 33/18 Clerk/BT
Council to Consider
- h Tennis Courts. It has been suggested by F&GP that a combination lock is placed on the tennis courts due to inappropriate use of the court. 35/18 Clerk
Following further discussion, it was agreed that a watching brief will be held on the tennis court before use is restricted by locking it. Completed
- i Entrance points to the Recreation Ground. It was agreed that the entrance points get very muddy and it needs more than the 'crete' material. Mr Thomas will be asked for suggestions. 36/18 Clerk/BT
Continuing
- j Picnic Bench. A replacement has been ordered. 1/19 Completed
- k The hedge behind the football pavilion has been cut but the hedgerow between the tennis courts and the petanque court needs lowering as it is growing through the fencing. 2/19 BT

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| l | Burnt Tree. Following the damage to a tree when the picnic bench was incinerated, the dead branches will have to be removed. | 13/19 BT |
| m | It was noted that vandals are climbing onto the youth shelter and putting items into the tree. Mr Thomas will be asked to investigate. | 14/19 |
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| 8. <u>Chalk Pit</u> | | |
| a | The split tree has been removed. | 44/18 Completed |
| b | There is more graffiti on the sign close to the Scout Hut. | 15/19 Clerk |
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| 9. <u>Hale Lane Recreation Ground/Pavilion/Telston Park</u> | | |
| a | Equipment for the over 12s. It was agreed that £5000 would be placed in the budget for this item as a start. Potential items are being costed. | 37/18 Clerk
Continuing |
| b | Swing. It was agreed the top bar and cast iron mouldings will be painted and the bolts will be replaced at the end of the chains. Safety matting will be installed under the swing. | 38/18 Clerk/BT
Continuing |
| c | Vandals have been reported on the roof of the pavilion. Mr Thomas has painted anti-climb paint on surfaces. | Completed |
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| 10. <u>Oxenhill Wood</u> | | |
| a | No new items have been reported. | |
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| 11. <u>Village Green, Pond and Palace Field</u> | | |
| a | No new items have been reported.. | |
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| 12. <u>Cemetery/Palace Park Wood</u> | | |
| a | The Woodland Trust has attended a meeting on site following the submission by OPC to their Proposed Management Plan.
It was agreed that WT will meet with SGN to assess the trees planted on top of the high-pressure gas main.
It was agreed that WT will clear out the ditches in accordance with the lease.
WT advised that they will respond to OPC regarding the ancient oak tree following further discussion with senior members of WT. | 6/17 Completed

3/19 Completed |
| b | Updating of the burials plan for the woodland cemetery will take place shortly. | 47/17 BT |
| c | The apple trees have been pruned in the Community Orchard. A copy of the drawing showing the placement of each variety will be passed to the Parish Office. | 4/19 Clerk/BT |
| d | It has been reported that there is a lot of litter in the car park. McDonalds has been asked to clear the area more often and to consider putting in another bin. | 16/19 Clerk |
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| 13. <u>Youth Activities</u> | | |
| | A Fun Day has been booked for 14 August 2019 from 10-2pm. The Club Room has been booked in case of bad weather. Bojangles have confirmed that they will attend. | 5/19 Completed |
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| 14. <u>Correspondence</u> | | |
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| 15. <u>Other Matters</u> | | |
| a | Toilets. No further progress will take place until the Surveyor appointed by St Bartholomew's Church has completed his report. | 27/18 Clerk
Continuing |
| b | Work Parties. A work party will be held in May to renew the flowers in the planters (date to be advised). | 17/19 ME |
| c | Trees in Tudor Crescent. It has been reported that trees on the verges in Tudor Crescent need inspecting as branches are being damaged by road users and it is reported that they have never been maintained. This will be reported to KCC. | 18/19 Clerk |
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| 16. <u>Date of Next Meeting</u> – Monday 17 June 2019 at 7:30pm. | | |