

OTFORD	Parish Clerk:	The School House
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COUNCIL	Email: clerk@otfordpc.co.uk	Kent TN14 5PG

MINUTES of a MEETING of OPC RECREATION & ENVIRONMENT COMMITTEE

at The School House on Monday 8 March 2019 from 7:30pm

Present: Cllr M Evans (in the Chair), Cllr P Clucas, Cllr J Lawrey and Cllr I Roy
 Clerk: Mrs S Holt

Public Forum: No items were raised in the Public Forum.

1. Apologies for Absence – Mr M Richards and Mrs K Drake
2. Declaration of Interest - None.
3. Minutes of the Previous Meeting. The Minutes of the previous meeting held on 5 November 2018 were signed as an accurate record 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. There is currently one five-rod plot available.
 - c Unkempt plots. Following a second inspection of the allotments on 11 September 2018 the Parish Clerk sent letters to four tenants requesting them to bring their plots to a cultivated standard. Two of these tenants have subsequently carried out work on their plots. One plot has been given up. One plot holder is undecided and the plot will be monitored.
 - d Plot number markers are being sought.
 - e Grass Mowing. The arrangement for Brian Thomas to undertake mowing of the main paths in advance of the Allotment Association Work Parties is expected to continue between March and October.
 - f The Ash tree beside the footpath at Mill Meadow needs the ivy cut on the trunk. It was agreed this will be done by allotment members at a work party. 29/18 Clerk Continuing
 - g A tree inventory at the Allotments was undertaken in November 2018. Subsequently a further inspection was made with Brian Thomas and a plan of action for works to be undertaken has been prepared. This involves work to be arranged by OPC and also work that the allotments holders will carry out. Some work has already been carried out by Brian Thomas and work is expected to be carried out by contractors in April 2019. A pruning day has been held by OAA so that instruction could be given to allotment holders to bring their trees under control. OAA also held a day when pruning was carried out to the cobnuts in the cobnut plot. 30/18 OAA/ME Continuing
 - h Bee Hives. Cllr Edwards-Winsor who is an experienced bee keeper has offered to advise on keeping bees if required. 45/18 Completed
 - 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.
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. Continuing.
 - c Waste bin to be placed on the patio. This is awaiting fitting. Mr Thomas has been asked to assist. Continuing
 - d OUJFC reported that the post and rail fence is ongoing with a drawing carrying dimensions and a materials schedule still being worked upon. Donations of materials are being sought. Continuing
 - e 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
 - f 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 Continuing

The Cricket Club has been advised why grass clippings cannot be composted on the Recreation Ground.

A solution is being sought. A suggestion has been made that a green bin will be chained the fence and the contractor can use that. The Parish Council will ascertain the size of the bin that is proposed and how often it would be emptied.

Another suggestion is that Brian Thomas will provide a box for the cuttings to be put in and then he will take it to the Cemetery for emptying by tractor.

g Mr Thomas will be asked to check the condition of the electricity meter box by the tractor shed for safety. 6/18 Clerk

h 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.

i 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. An electrician has dealt with the electrical part of the problem. It is expected that the Parish Council will pay for the repairs.

j Dog fouling has been reported as an ongoing problem with 5 different sites having to be cleared on the floodlit pitch one Saturday. It is also noted that there is more dog fouling on the Recreation Ground. It has been reported that people are walking their dogs off the lead in the dark without using torches or paying attention to their dogs. There have also been reports of dogs barking and running around the legs of an OSA member without the owners making any attempt to control them.

The Dog Warden at SDC has asked for all reports of dog fouling to be reported to her.

k 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.

l It was noted that a fire extinguisher has been placed in the Tractor Shed.

7. High Street Recreation Ground

a. A report was received from Brian Thomas.

b Trim trail equipment. The CIL application to SDC was unsuccessful. Council agreed that Otford Parish Council CIL would be used to pay for the equipment. Completed

c Holes in the hedge bordering Park Lane. The holes have been repaired. Completed

d The spring seat has been broken in the playground. It is no longer possible to get spare springs. Council will look for a replacement item suitable for toddlers. 33/18 Clerk/BT

e 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. It was agreed that this will be considered further at the next meeting. 35/18 Clerk

f 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

g Picnic Bench. Following the destruction of the plastic picnic table, it was AGREED that a heavy wooden table would be purchased to replace it for £330 plus installation. 1/19 Clerk

h 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 Clerk/BT

i Some broken rails on the car park fence have been replaced and one post at the end of a parking bay by the playground has been removed due to car damage. Completed

j The Lime tree in the playground has had the lower branches removed. Completed

8. Chalk Pit

a The north end has been left for wildflowers and the trees have been pruned to allow more light to enhance conditions for the wild flowers growing there. 26/18 Completed

b A survey of all the trees along the boundaries has been carried out. A split tree has been identified and this will be removed immediately due to health and safety risks to the public. 44/18 Clerk/BT

c The kissing gate and hanging post have been replaced at the entrance from Pilgrims Way East.

9. Hale Lane Recreation Ground/Pavilion/Telston Park

a Equipment for the over 12s. It was agreed that £5000 would be placed in the budget for this item as a start. No suitable equipment has been identified at the present time. 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 Hedges have been cut.

10. Oxenhill Wood
a A meeting of the Oxenhill Management Group will take place on 13 March 2019.
b It was reported that someone has made a camp in Oxenhill Wood. This has been reported to the Police and SDC. It appears to have been removed.
11. Village Green, Pond and Palace Field
a A new willow tree has been planted to replace the tree that suddenly died.
b The stream has been cleaned out and stone spread on top of the bottom culvert where the ground was subsiding.
c There is evidence that people have been using metal detectors again, even to the extent of digging up the stream bed. Signs have now been put up at each gateway informing people that this activity is illegal on this site.
d The hedgerow corner by One-Stop has been lowered to improve sight lines. It was agreed not to reduce it further.
12. Cemetery/Palace Park Wood
a The Woodland Trust has issued a Proposed Management Plan consultation. The Clerk will request an extension to the consultation period and also request the maps that did not accompany the Plan. 6/17 Clerk/BT Continuing
It was agreed an extra meeting will be held just to consider the response to the consultation to meet the deadline for comments. A site visit will take place on Friday 22 March at 10am. 3/19 Clerk/BT
b Updating of the burials plan for the woodland cemetery will take place shortly. 47/17 BT
c A number of problems have arisen with shoddy workmanship from stonemasons. Mr Thomas will now monitor work when the stonemasons are on site.
d A new ditch has been dug along the West boundary of the woodland cemetery to take away the surface water. A small section of post and rail has been erected across the southern end to prevent people walking into it.
e A new post has been installed at the start of the path from the car park on the left hand side.
f 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
13. Youth Activities 5/19 Clerk/ME
A Fun Day has been booked for 14 August 2019 from 10-2pm. The Club Room has been booked in case of bad weather. Cllr Evans will speak to Bojangles.
14. Correspondence
a A letter has been received from Action with Communities in Rural Kent asking if OPC wishes to renew its annual subscription. Following discussion, it was agreed that the subscription will not be renewed.
15. Other Matters
a Toilets. Discussions are being held regarding the lease the Parish Council has with the property owner St Bartholomew's Church for the toilets. 27/18 Clerk Continuing
b Graffiti has been noted in the area between Tudor Drive and Oxford Station. This is being removed when it is not on private property. It was also noted that litter is collecting inside the Scout Hut compound.
16. Date of Next Meeting – Monday 29 April 2019 at 7:30pm.