

**Sevenoaks Town Council**  
**Minutes of the Open Spaces & Leisure Committee held on 12<sup>th</sup> November 2018**  
**In the Council Chamber commencing at 7.00 p.m.**

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**Committee Members present:**

Cllr S Arnold	Apologies		Cllr O Schneider	Present
Cllr N Busvine OBE, Vice Chairman	Arrived 7.20		Cllr P E Towell	Present
Cllr J M Canet	Present		Cllr E Waite	Present Arrived 7.35pm
Cllr A Eyre	Present		Cllr Mrs P C Walshe	Apologies Cllr Tony Clayton substitute
Cllr R J Parry, Chairman	Present		Cllr S G Raikes	Present

**In Attendance:** Town Clerk, Open Spaces Manager, Committee Clerk and Cllr Robert Piper

**310. Apologies for Absence**

As noted above.

**311. Requests for Dispensations**

There were no requests for dispensations.

**312. Declaration of Interests**

There were no declarations of interest.

**313. Minutes of the Open Spaces & Leisure Committee held on 3<sup>rd</sup> September 2018**

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

**314. Open Spaces & Cemetery Manager's report**

A report was received and discussed.

**CCTV**

The report was received and discussed. A further quote from Crossfire had been received.

**RESOLVED:** To delegate authority to the Town Clerk, Open Spaces Manager & Chairman and Cllr Eyre to resolve the issue of CCTV at Greatness and find the best possible solution to protect the Council's assets.

**Greatness Cemetery**

The report was received and discussed.

**RECOMMENDED:**

To the Finance and General Purposes Committee to pay for a one off Environment Agency Groundwater testing at a cost of £5,000 from 18/19 contingency funds to meet legislative requirements.

**RESOLVED:**

To apply for the relevant Faculty to enable where appropriate the removal of inappropriate items and tidying of plots.

**315. South & South East in Bloom**

The report was received and discussed.

Gold – Town Centre

Gold – The Vine

Silver Gilt – Upper High Street Gardens

Silver – Greatness Cemetery

Silver – Sevenoaks Common

Congratulations were given to all those involved in the project. It was requested that Rockdale be contacted early in the planning stages for 2019. A round up and plan for 2019 meeting would take place in December with date to be confirmed.

**316. Statement of Accounts for September 2018**

Report received and noted.

**317. Open Spaces & Leisure Budget**

The report was received and noted. It was requested that maintenance be carried out to the pathway and steps at Millpond Wood and to allocate necessary funds within the budget.

**RESOLVED:** To recommend Open Spaces & Leisure Budget to Finance and General Purposes Committee

**318. Bouncy Kingdom Children's Event at Greatness Recreation Ground**

The report was received and discussed.

**RESOLVED:**

To allow the event to take place with the following stipulations:

- Sevenoaks Town Council to have final say on marketing design and allocation.
- Sevenoaks Town Council has the right to cancel the event due to adverse weather conditions.

**319. Proposed Outdoor Gym at Julian's Meadow Play Area**

The report was received and discussed.

**RESOLVED:**

To apply for grant funding for a new outdoor gym to be installed at Julian's Meadow

**320. Friends of Greatness Cemetery**

The report was received and discussed.

**RESOLVED:** For Sevenoaks Town Council to create a Friends of Greatness Cemetery Group and to arrange for Terms of Reference to be produced prior to the first meeting taking place.

**321. 9 Week Horticultural Course with West Kent Mind**

The report was received and discussed.

**RECOMMENDED:** To Finance and General Purposes Committee to allocate £4,000 from grant budget to cover one course in 2019.

**322. Current Matters**

The Committee received and noted a report detailing the following matters:

Minute number	Subject	Update
236	Warren Clock	Sevenoaks Town Council had taken over the ownership and maintenance of the Warren Clock shortly. Annual maintenance checks on the clock took place on 6 <sup>th</sup> November along with the Jubilee & Vine Pavilion clock.
366VI	Vine & Cycle racks	Work would start in the new year once work for the chair storage unit had commenced.
372	Vine Pavilion Ramp	Funding received, work commenced on 12 <sup>th</sup> November
221	Lamp post outside Lloyds Bank	The post along with a second post near the parking meter need to be repainted. Committee Clerk to obtain quotes from F M Conway and seek possible grant funding from KCC Cllr Margaret Crabtree. Town Wardens to clean in the coming weeks.
223	Renovation of St Nicholas War Memorial	Initial conversations had taken place with St Nicholas Church. Grant pre application form submitted, next round of

		funding decisions in March 2019.
226	Anti Litter Campaign	This project is to be discussed at the Youth Council meeting in December. Funding has been applied for. Research is being undertaken regarding costs relating to litter bins with separate sections for different types of litter. KCC to be contacted to enquire about its anti litter campaign and how Sevenoaks Town Council could be involved.

**324. Press Release**

None proposed.

There being no further business the Chairman closed the meeting at 19.49 p.m.

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Dated .....

Chairman