

DRAFT ONLY

15th October 2009

You are summoned to attend a meeting of the OPEN SPACES & LEISURE COMMITTEE to be held in the Council Chamber at the address below at 7.00 pm on Monday, 19 October 2009. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Proper Officer

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

A G E N D A

PUBLIC QUESTION TIME

To enable members of the public to make representation or put questions to the Committee on any matters on this agenda.

1 Apologies for absence.

DECLARATIONS OF INTEREST

To receive any declaration of interest from members in respect of items of business included in the agenda for this meeting

MINUTES

To sign the minutes of the meeting of the Open Spaces & Leisure Committee held on 6 July 2009 and ratified at Council on 21 September 2009. (copy previously despatched to members)

4 STATEMENT OF ACCOUNTS

To receive and consider the Statement of Accounts from 1 April to 30 September 2009. (copy attached)

5 DRAFT REVENUE ESTIMATES 2010/11 & ROLLING CAPITAL PROGRAMME

- i) To consider the draft revenue estimates (a) and rolling capital programme (b) for 2010/11 and 2011/12. (copies attached.)
- ii) To receive the property maintenance schedule and consider whether to budget for additional maintenance in 2010/11. (copy attached)
- iii) To receive and consider the general charges and proposed increased charges. (copy attached)
- iv) To receive and consider current and proposed increased charges for services for the Cemetery. (copy attached)
- v) To receive and consider current and proposed increased charges for sports facilities. (copy attached)

It is recommended that the general charges, the Cemetery fees and sports fees be increased as shown.

6 OPEN SPACES & CEMETERY MANAGER'S REPORT

To receive and consider the Open Spaces & Cemetery Manager's report. (copy attached)

7 STREET LIGHTING

To receive and consider an email from the Community Liaison Officer at Kent Highways concerning the missing streetlight in Dartford Road. (Copy attached)

8 QUAKERS HALL ALLOTMENTS

To receive and consider report of a meeting of Sevenoaks Allotment Holders Association on 27 August 2009. (Copy attached).

9 GREATNESS CEMETERY

To receive and consider a request from the Commonwealth War Graves Commission to take over the maintenance of the designated Military graves at Greatness Cemetery. (Copy attached).

10 SALT BINS

To receive and consider information regarding the provision of salt bins in Sevenoaks. (Copy attached).

- 11 RUGBY FOOTBALL CLUB
To receive and consider request from Sevenoaks Rugby Football Club concerning the lease. (copy attached)
- 12 SEVENOAKS TOWN COUNCIL NOTICE BOARDS
To receive and consider a report concerning notice boards. (copy attached)
- 13 SEVENOAKS LAWN TENNIS CLUB
To receive and note letter from Sevenoaks Lawn Tennis Club dated 9 September 2009. (copy attached)
- 14 CURRENT MATTERS
To receive and note a schedule of current matters. (copy attached)
- 15 PRESS RELEASES
To consider any agenda item, which would be appropriate for a press release.

OPEN SPACES & LEISURE COMMITTEE

19th October 2009

AGENDA ITEM NO 11

Report On Sevenoaks Rugby Football Club

Notes of a public meeting held to discuss the Sevenoaks Rugby Football Club (RFC) lease on Monday 10th August 2009 at the Town Council Offices.

Present: Cllr Richard Parry, Mrs Linda Larter, Mr Tom Hunt, Mr Peter Hunt and Mr Lee Adamson (Chairman)

Sevenoaks Rugby Football Club had been discussing terms for renewal and extension of the lease for some time with the Town Council.

Sevenoaks Town Council formally considered the requests at the Open Spaces & Leisure Committee meeting held on **Monday, 21st April 2008, Minute 53 – SEVENOAKS RUGBY CLUB**

A report of a meeting with Sevenoaks Rugby Club was received and considered.

It was RESOLVED that

- i) The rent relating to the current lease be agreed at £1,650 based on the increase in RPI.*
- ii) As landlord the Town Council accepts the proposed plans for redevelopment of the Sevenoaks Rugby Club building.*
- iii) The Town agree to a new lease for a further 42 years subject to the following:-*
 - a) Sevenoaks Rugby Club pay all relevant legal fees*
 - b) The rent for the new lease should be based on the recommendations of the District Valuer.*
 - c) A clause be contained within the lease to provide assurance that the facility remains for the playing of rugby and should be well used for that purpose.*
- iv) The Town Council would submit a planning application on behalf of the Rugby Club to ensure 50% saving on planning fees subject to funding being received first from the Rugby Club.*

Restrictive Covenant

- i. The RFU wanted to discuss the other uses presently within the building (crèche). This was contrary to the current and proposed lease. The RFU needs to generate income from the facility. These include crèches and hire of facility for parties etc.

Cllr Parry wanted to discuss how STC could receive a percentage of income.

The RFU does not consider itself as a business. However, it tries to run in a business like fashion. No profits are taken for directors etc. Disappointed at Cllr Parry's suggestion that STC take a percentage of fund raising income. The RFU may agree limit in relation to number of 'commercial' hires.

Refurbishment Plans

- ii. Planning application submitted and accepted, now fundraising and trying to borrow money. Conditions of borrowing money relating to the lease. At present expiry of lease building reverts to STC and therefore no collateral on building.

The RFU would require, in order to lend money, either:

- a) longer lease of 99 years, or
- b) would need second charge on the property during loan term

They are looking for a loan of approximately £100,000, approximately £5000 per annum. STC – if minded could guarantor the loan

Currently in RFU programme for loan in 2010

Currently 500 youth members need extended facilities to continue.

STC would require a copy of the RFU terms of loans for mid September 2009. The club needs also to provide a letter indicating other activities other than Rugby,.

RECOMMENDATION

The Town Council acts as loan guarantor.

OPEN SPACES & LEISURE COMMITTEE

19th October 2009

AGENDA ITEM NO 8

QUAKERS HALL ALLOTMENTS

Current Position

Sevenoaks Allotment Holders Association has a 50 year Lease with Sevenoaks Town Council which expires in July 2016 with an annual payment to the Council of £90.

The allotments are spread over an 11.4 acre site off Quakers Hall Lane. There are approximately 168 plots of 10 rods [300 sq yds]. Some of these plots have been split into ½ plots for new allotment holders. All the allotments are let and there is a waiting list of 54. There are approximately 200 Association members and there is a general trend for younger people to join.

The Future

The Association is self managing and collects rents and pays for upkeep of site. There is no cost to the Town Council. The Association wishes to put in place plans to improve the site over the next few years including

- Replacement of the asbestos roofs of the allotment sheds with a non-asbestos material. This will necessitate costly regulated disposal of the existing material
- Increased water pipes
- Electricity supply

To achieve some of these improvements, the Association will need to raise money from banking institutions and to this end

- The Sevenoaks Allotment Association wish to have an extension of 50 years to their existing lease
- Or the surrender of the existing lease and a new lease to commence straight away

This would give security to enable money to be borrowed from a financial house.

RECOMMENDATION

The Assets of the Council are being reviewed and it would be inappropriate to an extension or new lease

OPEN SPACES & LEISURE COMMITTEE

19th October 2009

AGENDA ITEM NO 9

GREATNESS CEMETERY

Attached is a letter and photograph (9i) from the Commonwealth War Graves Commission, requesting permission to re-turf the section of 19 war graves adjacent to the Lawn of Remembrance, and then to take over the maintenance of the area using a contractor to carry out the work.

Since their initial letter we have asked some questions of them (9ii) and received a reply (9iii).

RECOMMENDATION

Members recommendations are sought.

OPEN SPACES & LEISURE COMMITTEE

19th October 2009

AGENDA ITEM NO 12

SEVENOAKS TOWN COUNCIL NOTICE BOARDS

As a part of my duties we have had to look for sites to display notices of forthcoming events to be held in Sevenoaks. We find ourselves lacking in Town Council notice boards both for events and, perhaps, to display important information such as Councillors' names and wards and main telephone numbers.

We propose that we invest in two such notice boards. These would be in addition to the five tourist information notice boards throughout the town. (see Appendix 3)

There are two sites which we have control over (see Appendix 1) :-

- A = the wall of the Stag by side of alley way
- B = Vine Gardens "post mounted" at side of Cricket Club
- C = wall mounted on side of Band Practice building.

Alternative sites which are not under the Town Council's control, but could be investigated (see Appendix 2) :-

- 1 = by Boots wall at bus station
- 2 = opposite side of road by bus station
- 3 = alley way leading from London Road into Bligh's car park
- 4 = Bank Street
- 5 = end wall, Suffolk Way at junction with High Street

RECOMMENDATION

For maximum impact it is recommended that one be located at the Stag Theatre and one at the bus station (if site and permission can be gained).

OPEN SPACES & LEISURE COMMITTEE

19th October 2009

AGENDA ITEM NO 14

Report On Current Matters

| Heading | Action | Status |
|-------------------------------|---|--|
| Sevenoaks Rugby Club | Request to extend pavilion | Item on agenda |
| St Nicholas Churchyard | Relay paving by west door | Completed July 2009 |
| Graffiti Removal | Targets to be implemented. | Ongoing |
| Greatness Recreation Ground | CCTV installation | Completed September 2009 |
| Vine Gardens | Improvements | To be continued Autumn 2009. |
| Cycle Racks in Blighs | Written to Sevenoaks [Bligh's Meadow] Ltd requesting site meeting | Reply Awaited |
| Land Adjacent to Judd's Piece | Investigation into ownership of land. | Identified as Manorial Waste. Pursuing registration. |