

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee meeting held on
Monday 14th February 2022 at 7:00pm at Town Council Chambers,
Available to view on YouTube <https://youtu.be/YWgRr9mRt2M>

Meeting commenced: 19:00

Meeting Concluded: 20.30

Present:

Cllr Nick Busvine, Chairman	Present		Cllr Roderick Hogarth	Apologies
Cllr Victoria Granville-Baxter, Vice-Chairman	Present		Cllr Lise Michaelides	Present
Cllr Keith Bonin	Remote Attendance		Cllr Tom Morris Brown	Absent
Cllr Sue Camp	Absent		Cllr Richard Parry	Present
Cllr Dr Merylyn Canet	Present		Cllr Simon Raikes	Present

*Members attending via Zoom took part in the discussion but were not permitted to vote on matters under consideration, legally they do not constitute as being “present” at the meeting.

In attendance: Town Clerk, Open Spaces & Cemetery Manager, Allotments Manager (remote attendance), and Committee Clerk

Representations received from Members of the Public

Atul Samant and Divya Kumar Vijay, representatives from Orpington Ocelots Cricket Club, gave a presentation outlining their proposal for a two-lane practice net permanent structure with grass run-up carpet to be located in the lower northern end of Raleys Field. (See Minute 519 (i) below).

514. Apologies for Absence

Apologies for absence were submitted and received as noted above.

515. Requests for Dispensations

There were no requests for dispensations.

516. Declarations of Interest

There were no declarations of interest.

517. Minutes of the Open Spaces & Leisure Committee on 8th November 2021

RESOLVED: that the Minutes of the Open Spaces & Leisure Committee held on 8th November 2021 be received and agreed as a true record.

518. Change to Order of Agenda

RESOLVED: That the order of the agenda be amended to facilitate consideration of the following item for the benefit of the members of public in attendance:

Agenda Item 5 (iv) - Knole Paddock and Raleys Field

519. Open Spaces & Cemetery Manager's Report

The report of the Open Spaces and Cemetery Manager was received and the following matters were discussed:

(i) Knole Paddock and Raleys Field

Consideration had been given at the Open Spaces and Leisure Committee (*Minute 348 (i), OS&L 08.11.2021 refers*) to a request from Orpington Ocelots Cricket Club to explore the possibility of installing practice nets at Raleys, to be partially funded by the Club. At that meeting, the request was supported in principle and officers were asked to work with Orpington Ocelots to determine:

- 1) what solution would work best for the Club,
- 2) details of how and when the nets would be used, and
- 3) to what extent external funding would be available for initial set-up costs and for maintenance of the proposed nets.

Further consideration had been given to the presentation by Orpington Ocelots (OCC) in response to the above points.

The Committee noted that Sevenoaks Rugby Football Club (SRFC) had been informed of the OCC proposal and that comments had not yet been received from SRFC.

It was considered that this is a complex proposal requiring additional information including timescale for planning permission.

RESOLVED: that officers investigate planning requirements as a matter of urgency.

(ii) Staff

It was noted that there is one new Kickstart employee who was working in Vine Gardens.

(iii) Vine Gardens

The Committee noted that most of the pergola structure had been replaced. It noted that work had begun to clean and repair the leak in the pond with all fish and aquatic life having been temporarily housed off-site.

(iv) Vine Cricket Field

It was noted that permission had been granted by the Conservation Officer to install removable bollards in a row just outside the Pavilion to prevent unauthorised vehicles driving onto the field edge. The SVCC would be asked to contribute to the cost of the installation.

(v) First Pitch Drainage

The Committee noted that additional quotes for the works had been advertised via the government tendering site 'Contract Finder' and that suppliers had been responding to the advertisement.

(vi) Volunteer Gardening at the Stag

The Committee noted and was grateful for the donation made by local business Thackray Williams for the purchase of plants which have now been received and will be planted shortly.

(vii) Adopt a Tree

The Committee noted the conclusion of the 2021 Adopt a Tree initiative which resulted in the planting of 21 standard trees at 10 different sites with an additional 390 whips (saplings) at a further 3 sites.

520. Statement of Accounts

The Committee thanked the officers for the Variance Analysis which accompanied the Accounts.

RESOLVED: that the accounts to 31 December 2021 be received and noted.

521. Allotments Manager's Report

The Committee noted the Allotments Manager's report.

(i) Inspections

The standard of plot maintenance remained high although approximately 12 plots were graded 'red' or 'amber' and were being monitored.

The Committee had requested an update on the condition of the 12 plots at the next Committee meeting.

(ii) Water Use Across Both Sites

The Committee considered comments from several BVA tenants in response to the Town Council's decision to replace all five taps with dipping tanks which have automatic fillers.

The Committee had supported the approach taken by the Allotments Manager and had endorsed the Officers' replies to allotment holders' concerns.

522. Sevenoaks Lawn Tennis Club – Parking at Raleys Car Park

Consideration had been given at the previous Open Spaces and Leisure Committee (*Minute 341, OS&L 08.11.2021 refers*) and officers had begun a process of negotiation with Sevenoaks Lawn Tennis Club (SLTC) to review the feasibility of installing a barrier in Raleys Car Park.

The Committee considered the proposal submitted by the SLTC.

RESOLVED: to support the SLTC proposal subject to the following:

- SLTC to proceed only if the tennis club meet the full cost, including planning permission;
- Should the items become damaged or unused, they be removed from the site completely, including removal of the key pad and kerbed area and the reinstatement of the area to its former condition at SLTC's expense;
- That there be no loss of parking spaces to the Town Council; and
- That officers seek reassurance that emergency access provision be taken into account during the planning process.

523. Sevenoaks in Bloom

The Minutes of the meeting held on 2nd February 2022 were received.

It was noted that the purple and gold colour scheme and Crowns theme coordinates with HM The Queen Platinum Jubilee Commemorations also happening this year. Sevenoaks Town is competing against six other finalists and a coordinated effort between residents, businesses and volunteers would be important to the Town's success.

The Committee commented on the importance of the environment to people's well-being.

524. Clean Up Sevenoaks 2022

It was noted that 19th and 20th March are the dates for the 2022 campaign. It was noted that 100 litter pickers had been purchased and would be donated to the campaign with funds being received from the Welcome Back Fund.

525. Bus Shelter – Location Suggestions

The Committee discussed locations for bus shelters to be suggested to Sevenoaks District Council.

RESOLVED:

- 1) To submit suggestions for a bus shelter:
 - a. opposite Linden House in Mount Harry Road, or
 - b. on Bus Route 5, along Greatness Lane.
- 2) To seek suggestions for additional locations from GoCoach.

526. Vine Gardens Play Area

RESOLVED:

- 1) To proceed with the improvements to the Vine Play Area Safety Surface at a cost of £4,478.
- 2) To recommend to the Community Infrastructure Committee that the budget is taken from CIL as previously agreed.

527. Current Matters

The updates on current matters were noted as set out below.

176/5 (vi) 22.07.2019	Hillingdon Rise Green	Leaflet drop to be arranged regarding parking on grass. <i>Cllrs to canvas public about parking on the grass.</i>
176/5 (vii) 22.07.2019	Tree Planting	Open Spaces Manager to liaise with Tarmac in relation to offer of trees. So far, there has not been a reply from the new management team at Tarmac. Total number of trees planted in 2021 by STC is 21 standard trees and 390 whips/saplings. See Minute 519 (vii) above.
178 22.07.2019	Friends of Greatness Cemetery	After delays in the launch due to Covid-19, leaflet is being updated in preparation for launch later this year.
96 07.07.2020	St John's Toilets	Refurbishment to be progressed subject to landowners (SDC) permission. SDC granted permission "in principle". Two quotations have been obtained with additional quotations being sought.
435 15.02.2021	Cemetery Gates	New gates between cemetery and Greatness Recreation Ground to be installed.
438.3 15.02.21	Knole Paddock and Raleys Field	See Minute 519 (v) above.
152 (iii) 05.07.2021	Raleys Field Floodlight improvement on Pitch 3	Further to site visit by the supplier and confirmation of quote, the proposal is with Sevenoaks District Council for planning advice.
152 (iv) 05.07.2021	St Nicholas Church – Quinquennial Report	Quotes from qualified stone masons for works mentioned in the Quinquennial report of 12.03.2021 have been obtained and will be reviewed by Officers.
154 (iii) 05.07.2021	Allotments – water use across both sites	See Minute 521 (ii) above.
156 05.07.2021	Greatness Recreation Ground Management and Improvement Plan	Meeting with stakeholders was held on 08.10.2021. It was agreed that a survey would be produced in 2022.
289 (ii) 27.09.2021	Vine Pond	See Minute 519 (iii) above.
289 (iii) 27.09.2021	Wild in Sevenoaks tree planting	Consider further a place for the planting of trees. It was agreed to plant up an area of 'Littlewood', planned for November 2022.
293 27.09.2021	Play Areas Tender Review	Contracts awarded and work expected to commence early to mid-May 2022.

297 27.09.2021	Sevenoaks In Bloom 2022	Noted that Sevenoaks is a finalist in the Britain in Bloom 2022 competition.
353 08.11.2021	Kent Association of Local Councils – Fire Hydrant Initiative	Maps have been received from KFRS showing the location of fire hydrants in Sevenoaks Town. Awaiting information from KALC/KFRS with guidance on progressing scheme.

528. PRESS RELEASE

It was agreed that a press release be issued to announce that Sevenoaks is a finalist in the Britain in Bloom 2022 competition.

Chairman **Dated**