

## Sevenoaks Town Council

### **Minutes of the meeting of the Community Asset (Open Spaces) Committee Held on Monday 23 June 2025 in the Council Chamber, Town Council Offices, TN13 3QG**

*Due to a technical difficulty, this meeting was unable to be livestreamed and uploaded to YouTube.*

Meeting commenced: 19:01

Meeting Concluded: 19:52

#### **Present:**

Cllr Dr Canet – <b>(Chair)</b>	<b>Present</b>	Cllr Clayton - Mayor	<b>Present</b>
Cllr Dr Dixon – <b>(Vice-Chair)</b>	<b>Present</b>	Cllr O'Hara	<b>Apologies</b>
Cllr Ancrum	<b>Present</b>	Cllr Michaelides	<b>Present</b>

**In attendance:** Cllr Shea, Town Clerk, Open Spaces & Cemetery Manager, Open Spaces & Leisure Committee Clerk/Allotments Officer

**No members of the public were present.**

**Public Questions: None.**

#### **161 - CHAIR AND VICE-CHAIR**

The Committee noted that at the Annual Town Council meeting held on 12th May 2025 the following appointments were made:

Chair:	Cllr Dr Marilyn Canet
Vice-Chair:	Cllr Dr Peter Dixon

#### **162 - TERMS OF REFERENCE**

The Terms of Reference of the Community Assets (Open Spaces) Committee, adopted at the Annual Town Council Meeting 12<sup>th</sup> May 2025 were received and noted.

#### **163 - APOLOGIES FOR ABSENCE**

Noted as above.

#### **164 - REQUESTS FOR DISPENSATIONS**

None received.

## **165 - DECLARATIONS OF INTEREST**

None received.

## **166 - MINUTES OF MEETING HELD ON 26TH MARCH 2025**

The Committee received the minutes of the Community Asset Working Group meeting held on Wednesday 26<sup>th</sup> March 2025. It was noted that the date in the header (page 3) required amending.

**RESOLVED:** To receive, adopt and sign the Minutes of the Meeting of the Community Asset Working Group held on 26<sup>th</sup> March 2025 as a true record subject to the above amendment.

## **167 - OPEN SPACES & CEMETERY MANAGER'S REPORT**

Councillors received and noted the Open Spaces & Cemetery Manager's report.

### **167.1 Staff**

It was noted that the previous Open Spaces Supervisor had left the position after two months of employment at Sevenoaks Town Council; however, the position was filled shortly after by Mark Jones.

### **167.2 Knole Paddock and Raleys Field**

It was noted that new grass seed had been sown at Raleys Field and Knole Paddock following several weeks of drought and that cricket bookings were currently at full capacity.

### **167.3 Vine Gardens**

Updates regarding the Vine were noted, including an update on the resurfacing of the Patio around the pond. It was expected that works would commence the following week. It was also noted that the Green Flag judging had taken place on 15<sup>th</sup> May with the judge, the Open Spaces & Cemetery Manager, and the Open Spaces & Leisure Committee Clerk present.

## **168 - ALLOTMENTS REPORT**

The Committee received and considered the Allotment Officer's Report. Councillors thanked the Community Payback Team for their work at the Quakers Hall allotments and were grateful for their contribution to the community.

### **168.1 Allotment Rent**

#### **RESOLVED:**

- 1) To recommend to the Finance & Delivery Committee that 2026/2027 allotment rents for Quakers Hall Allotments be increased by no more than 4.5% ie to 25p per square metre.

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- 2) To recommend to the Finance & Delivery Committee that 2026/2027 allotment rents for Bradbourne Vale Allotments be increased by no more than 4.5% ie to 24p per square metre.
- 3) That any increase be communicated to the tenants in September along with their renewal letter and invoice, with the increase effective from 1<sup>st</sup> October 2026.

### **168.2 Spring Inspection and Eviction Process**

It was noted that the current inspection and eviction process was being re-evaluated to find possible way of streamlining the process.

### **168.3 Sevenoaks In Bloom**

It was noted that a vegetable and fruit bed had been planted at The Vine Gardens to promote STC's allotments in preparation for the Britain in Bloom competition.

## **169 - STATEMENT OF ACCOUNTS - COMMUNITY ASSETS**

The Committee received the Statement of Accounts for February and March 2025 and requested a variation report as well as a summary report for future committee meetings.

**RESOLVED:** That the accounts to 28<sup>th</sup> February and 21<sup>st</sup> March 2025 be received and noted.

## **170 - PADEL COURT PROVISION**

The Committee considered Padel Court provision in Sevenoaks, including the opening of three new courts at Polhill Garden Centre in December and three more due for delivery at Hollybush Recreation Ground (owned by Sevenoaks District Council). It was noted that investigations into the feasibility of delivering Padel courts on Town Council owned land had concluded that potential sites would be unable to obtain planning permission.

## **171 - GREATNESS RECREATION GROUND COMMUNITY & FOOTBALL PAVILION**

The Committee received and noted the Greatness Recreation Ground Community & Football Pavilion report; it was noted that the grant applications to the Football Foundation and Stadium Fund had been successful and that nearly £2m of external funding had been achieved. Construction of the new pavilion was estimated to commence in Autumn 2025 and not finish until at least May 2026. It was noted that further fundraising would be required for fitting out and finishing the facility as well as landscaping etc.

It was also noted that subject to another CIL application, the children's play area would be relocated.

**172 - CURRENT MATTERS**

The updates on current matters were noted by the Committee.

**173 - PRESS RELEASE**

None.

There being no further business the Chair closed the Meeting.

Signed ..... Dated .....  
Chair