

Sevenoaks Town Council
Notes of the Open Spaces & Leisure Committee held on Monday 7th July 2020
Via Zoom

Committee Members present:

Cllr Dr M Canet (Chairman)	Present		Cllr K Bonin	Present
Cllr A Eyre (Vice Chairman)	Present		Cllr S Camp	Apologies
Cllr N Busvine OBE	Apologies		Cllr R Hogarth	Present
Cllr V Granville- Baxter	Present		Cllr Raikes	Present
Cllr L Michaelides	Present		Cllr R Parry	Present
Cllr T Morris Brown	Present			

In attendance: Paul Lansdale, Robert Ranson, Town Clerk, Open Spaces Manager, Committee Clerk and Allotments Manager.

Note: The meeting was not recorded.

Public Question Time

There were no members of the public present.

Presentation by Sevenoaks Town Football Club.

A presentation was given by Paul Lansdale and Robert Ranson prior to the meeting to explain their proposals for the updating of Sevenoaks Town Football Club Pavilion.

80. CHAIRMAN AND VICE-CHAIRMAN

It was noted that, following the decision by Council to roll over current governance arrangements until May 2021, the following appointments made on 13th May 2019 remained in place:

- (a) CHAIRMAN – Cllr Dr Meryl Canet
- (b) VICE-CHAIRMAN – Cllr Andrew Eyre

[Minute 64, 13.05.2019 refers]

81. APOLOGIES FOR ABSENCE

As noted above.

82. REQUESTS FOR DISPENSATION

There were no requests for dispensations.

83. DECLARATIONS OF INTEREST

Cllr Hogarth declared an interest in the minutes of the previous meeting as Sevenoaks District Councils Commissioner of Public Realms and Cllr Dr Canet stated she played walking football at Sevenoaks Town Football Club.

84. MINUTES OF THE OPEN SPACES AND LEISURE COMMITTEE HELD ON 17th FEBRUARY 2020

RESOLVED: That the minutes of the Open Spaces and Leisure Committee held on 17th February 2020 were agreed as a true record.

85. OPEN SPACES & CEMETERY MANAGERS REPORT

The report of the Open Spaces and Cemetery Manager was received and discussed, and the following matters noted.

i) Staff

Several Councillors commented on the great work of the Open Spaces Manager and his team during this very difficult time.

ii) Knole Paddock

The cinema event proposed for Knole Paddock was a lost opportunity due to the timescale requested by Councillors.

iii) Public Toilets

A daily cleaning contract to meet public health guidelines had recently been implemented.

iv) The Vine

There were many comments and praise for the Open Spaces team on the beautiful appearance of the Vine Gardens, which was being widely used at this time.

v) Japanese Knotweed

Investigation showed that this has been occurring on Sevenoaks Common on and off over the last 20+ years. The Open Spaces Manager had met with a local resident to confer and investigations were ongoing.

86. STATEMENT OF ACCOUNTS

RESOLVED: Receive and note the accounts for May 2020.

87. SEVENOAKS IN BLOOM MINUTES OF MEETING HELD ON 28th JANUARY 2020

Although Sevenoaks In Bloom could not go ahead in its normal form as planned, the planting of edible plants had continued with an array of herbs, including Mint, Chives and Thyme being planted around the town. Eat Me signs were being displayed to encourage residents to pick them. Interactive initiatives were ongoing, with the Deputy Town Clerk, Ann White, taking the lead. It was noted that although we could not add to last year's success, it was still nice to see some of the ideas originally planned coming to fruition.

88. ALLOTMENT REPORT

The Committee considered the proposal that, commencing 1st October 2021, plots be paid for by the square metre and not by the rod, in line with modern thinking. This should make no difference to the Town Council’s income but made for a much fairer and transparent system for tenants.

It was noted by Cllr’s Eyre and Bonin that the Town Council’s charges for allotment plots were very good value in comparison to other councils and a significant increase in charges should be considered.

RESOLVED: It was agreed unanimously that, commencing 1st October 2021, allotment plots would be paid for by the square metre rather than the rod.

89. MANAGEMENT OF SEVENOAKS TOWN COUNCIL OPEN SPACES & ALLOCATION OF COUNCILLORS.

RESOLVED: That Councillors continue in their roles allocated last year. Cllr Hogarth stated that he was happy to lend a hand at Greatness on an occasional basis, should it be needed.

90. PLAY AREAS

An extensive review was presented on the opening of play areas, for which Cllr Granville Baxter praised the Chief Executive. The play areas were now open, and Cllr Dr Canet had visited some of them over the weekend, commenting on the fun and enjoyable times had by lots of families. The new Mount Close area was a favourite. New information signs had been added, and a local cleaning company was now contracted to provide weekly deep cleansing of the sites in line with public health guidelines.

91. ALLOCATION OF COMMUNITY INFRASTRUCTURE LEVY CIL

It was noted that the following CIL sums had been allocated by the Finance & General Purposes Committee on 8th June 2020 for Open Spaces & Leisure Committee Capital Expenditure:

£7,519.02
£89.50
£7,608.52

The Open Spaces Manager and Town Clerk had reviewed the Capital Expenditure proposed projects awaiting funding and following discussion with the Chairman had proposed the following recommendation for the expenditure of the £7,608.52.

St John’s Public Toilets

Previously the Committee had considered the refurbishment of the St John’s Public Toilets and estimates were considered of £40,000. Town Councillors agreed that

they wanted to hold their own survey relating to the number of people using the facilities.

In the meantime the Open Spaces Manager and Town Clerk had been considering alternative lower cost options with the conclusion that the public toilets could be refurbished and adapted to have two unisex, accessible toilets, (one of which will be on Radar key) similar to the Town Council’s facility at Greatness Recreation Ground for a cost of approximate £10,000. This would also reduce revenue costs.

Permission would be needed from Sevenoaks District Council who lease the public toilets to Sevenoaks Town Council.

The Committee voted unanimously in favour of this recommendation.

RESOLVED THAT:

- 1) The Open Spaces & Leisure Committee use £7,608.52 towards the refurbishment and adaption of the St John’s Public Toilets to create two unisex, accessible toilet (one on Radar key).
- 2) A request be made to the Finance & General Purposes Committee for the remaining £2,391.48 to be met from Sevenoaks Town Council’s Capital Reserves.

92. WAR MEMORIAL

The Committee considered a request to correct a name on the war memorial. Changes to the memorial would not be costly, however it was a matter of etiquette that a discussion should take place with the Royal British Legion before any changes were undertaken.

The Committee voted unanimously in favour of this proposal.

RESOLVED: It was agreed, that subject to consultation with the Royal British Legion, the correction to a name on the war memorial be amended as requested.

93. NOTES OF SPORTS CLUBS LIASON MEETING HELD ON 12th MAY 2020

The noted of the Sports Club Liaison meeting on 12th May 2020 were noted.

It was suggested that more meetings with local clubs be undertaken, especially as we had a thriving and large group of successful clubs within the area.

94. CURRENT MATTERS

MINUTE NO.	SUBJECT	UPDATE
366 VI	Vine & Cycle Racks	Cycle planter to be installed. <i>Cycle planters have arrived, been branded and are awaiting a decision from</i>

		<i>Kent County Council before installation.</i>
221 (2018)	Lamp post outside Lloyds Bank	Completed.
223 (2018)	Renovation of St Nicholas War Memorial	Grant received.
226 (2018)	Anti-Litter Campaign	Ongoing. Dates for March to be announced.
319 (2018)	Proposed outdoor gym at Julian's Meadow	Installed. Mayor opened.
176 IV (2019)	Burial Land at Greatness	Noted 60-year provision.
176/5 V (2019)	Sevenoaks Common	Mayor planted tree.
176/5 VI (2019)	Hillingdon Rise Green	Cllrs to canvass public about parking on the grass.
176/5 VII (2019)	Tree Planting	Open Spaces Manager to liaise with Enovert.
178 (2019)	Friends of Greatness Cemetery	To be launched early March
181 (2019)	Steps in Millpond Wood	Work completed.
182 (2019)	Upper High Street Gardens	Noted insufficient space for tables. Install seat(s) with arms.
352	Greatness Cemetery Messroom	Awaiting quotes
352/1	Pointoise Recreation Ground	Awaiting final payment
355	Quaker Hall Allotments	Working party planned.
353	St Johns Toilets	Awaiting survey
353 /1	Jubilee Clock	Forwarded to F & GP

95. PRESS RELEASE

To announce the arrival and highlight the environmental sustainability of the new electric van.

There being no further business the Chairman closed the meeting at 8.09pm

Chairman **Dated**