

<b>OTFORD</b>	Parish Clerk:	The School House
<b>PARISH</b>	Sharon Palmer	21 High Street
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**MINUTES of a MEETING of OPC RECREATION & ENVIRONMENT COMMITTEE**

at The School House on Monday 16 May 2016 from 7:30pm

Present: Cllr M Evans (in the Chair)  
Cllrs P Clucas, N Fothergill and J Lawrey (from 8pm)

Also Present: Mr M Richards (OAA), Mrs K Drake (OSA)

Clerk: Mrs S Palmer

Public Forum: No items were raised.

1. Apologies for Absence – Cllr I Roy
2. Declarations of Interest – None.
3. Minutes – The Minutes of the previous meeting held on 21 March 2016 were signed as an accurate record of the meeting with the following alteration to Item 10b - the 'land' is being left to dry out, not the 'arisings'.
4. Matters arising from the previous meeting not covered elsewhere on the agenda.
  - a Memorial Bench for Mr Hewitt  
The memorial bench has arrived and been installed. Completed
  - b During the clean-up it was noticed that a dog poo bin was concealed in the hedge behind the cricket nets. It was agreed that this will be moved to the footpath running between Bubblestone Road and the Church close to the noticeboard. At least one litterbin is also concealed within the hedge. It was agreed that this will be moved to near the Eric Dilley Pavilion. 50/16 BT  
Continuing
  - c Planter on the Traffic Island outside The Crown Pub. The final measurements need to be taken to ensure the planter fits on the island. 29/16 Asst  
Clerk
  - d A bike is still on the land by the Scout Hut and the grass has become very untidy. The Scouts will be asked to remove the bike and cut the grass. The Clerk will check when the fence is due to be painted. 51/16 Clerk  
Continuing
5. Allotments
  - a A written report was received from the Allotments Association.
  - b There are no vacant plots and the waiting list is empty.
  - c The water supply has been turned back on. Installation of another water point has been completed and a supply to an automatic watering system has been installed on one of the plots.
  - d Grass mowing. Brian Thomas will be reminded to mow the paths. 31/16  
BT/Clerk
  - e The sign on the gate from the Recreation Ground to the Allotments asking people to keep dogs on a lead in the Allotments has gone missing. The Parish Council has been asked to look into replacing the notices on the gates to include a request for people to close the gate. 32/16 Clerk
  - f Allotment Track Repairs. The two one-tonne bags of Type 1 Granular Material will be purchased by the Parish Council in the Autumn when the Allotments Association is ready to spread it. 33/16 Clerk  
Continuing
6. OSA – To receive the report from the OSA
  - a A written report was received from the Otford Sports Association.
  - b The AGM of the OSA took place on Tuesday 29 March 2016. The Kirsch Cup was awarded to Jack Gallaher.
  - c Lease for the Eric Dilley Pavilion. Discussions are progressing and a Draft Lease has been prepared for consideration. 34/16 Clerk  
Continuing

- d Dog Fouling. Discussions have been held by the Committee and Club Members. Notices have been posted on all entry points to the High Street Recreation Ground. Irresponsible dog owners continue to fail to pick up after their animals.
- e The Cricket Club are looking to replace the doors to their garage with security doors.
7. High Street Recreation Ground
- a A written report was received from Brian Thomas.
- b An issue has arisen for Mr Thomas. Whilst strimming the long grass areas, dog poo that is not being picked up by dog owners is flying up and onto Mr Thomas. It was AGREED that Councillors will be asked to attend half an hour before the Council meeting in June so that a dog poo collection can take place, especially around the perimeter of the Recreation Ground. It was considered whether installing CCTV would help to catch offenders but it was agreed that there were too many areas that would not be visible to the cameras. All Councillors to Note.
- c It was noted that 14-15 year olds were climbing over the fence and into the play area. The question of whether the play area is being locked was raised. Clerk
- d OUJFC are still having to clear the car park on a Saturday morning of gas canisters.
- e OUJFC are now using their new tractor.
- f The notice board on the Parish Council tennis court has fallen off the fence. Clerk/BT
- g Play Area. Safeplay has finished the repair to the Eibe unit and safety surfacing. It is estimated that this unit will need to be replaced in about 5 years.
8. Chalk Pit
- a A written report was received from Brian Thomas.
- b Fencing along the Pilgrims Way boundary has been completed. There is an area of boundary between the land on the corner owned by Mr Stirling and the Chalk Pit that is unfenced. Ownership of the boundary is not known at this time. The information is likely to be on the Deed of ownership held by Mr Stirling. Completed
- c The south end of the large grass/woodland area has a large amount of litter lying around including two tents and a bike. SDC has been advised. Litter collection can be considered for a working party. 36/16  
Continuing
- d Fly tipping of soil from a neighbouring garden has been reported to SDC.
- e An ash tree will need to be removed in the next few months if no sign of new growth is observed. Mr Thomas will monitor. 52/16 BT
- f A number of fires have occurred in this area. Mr Thomas will be asked to remove the logs. 53/16 BT
9. Hale Lane Recreation Ground/Pavilion/Telston Park
- a A number of vans have been parking overnight in this area. Community Warden Paul Robertson will be asked to inform the owners that they should not block access to the area. 54/16 PR
- b Mr Thomas has reported that the fence on the right hand side is leaning over the path and is in a bad state of decay. This needs to be scheduled for replacement. 57/16 BT
10. Oxenhill Wood
- a A written report was received from Brian Thomas.
- b 'Nuisance Biker' notices have been supplied and will be put up shortly. Completed
- c The Parish Council agreed to contribute towards new fencing. SDC will now take over ownership of the Bund. 38/16  
Completed
- d There is a very muddy area at the top end near the entrance to Kemsing Recreation Ground. It will be very expensive to improve this area and would require a membrane and a considerable amount of road stone. A similar problem in the lower south-western corner needs the same treatment. SDC is looking at a number of grant opportunities to cover the cost of this work. Kent County Councillor Nick Chard is being approached regarding a contribution from his Members Fund. 56/16  
Continuing
11. Village Green, Pond and Palace Field
- a A written report was received from Brian Thomas.
- b Vegetation around the pond has been cut down. Vegetation within the water will be thinned out when the moorhens have stopped nesting. BT  
Continuing
- c A recent crash caused minimal damage. New reflective triangles will be installed. 40/16 BT  
Continuing
- d The pond bollards will be painted when the weather improves. 41/16 BT  
Continuing

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|-----|---|---------------------------------|
| e   | One of the gate posts to the duck enclosure is rotten and needs replacing.  | 42/16 BT<br>Continuing          |
| f   | Old Duck House. BT/NC will try and refurbish the duck house. If the damage is too bad, a replacement will have to be considered.  | 43/16 BT/NC<br>Continuing       |
| g   | The Red Horse Chestnut has been inspected and is very diseased. It will have to be felled in the near future.   | 45/16 BT<br>Continuing          |
| h   | Mrs Ward (co-opted member) will be preparing an article for the newsletter on plans for the management of this area.  | 46/16 Mrs<br>Ward<br>Continuing |
| i   | Cllr Evans and Cllr Lawrey will meet to consider the best area to install the foot scraper close to the footpath.   | 55/16 ME/JL<br>Continuing       |
| j   | A den created in the wood has been removed and is awaiting collection by SDC.   |                                 |
| 12. | <u>Cemetery/Palace Park Wood</u>  |                                 |
| a   | A written report was received from Brian Thomas.  |                                 |
| b   | A number of fence posts are beginning to rot at the base and are coming loose. Replacement will need to be considered in the autumn.  | 48/BT<br>Continuing             |
| c   | Consideration needs to be given to the proposed north/south path in the cemetery. The Clerk will check whether planning permission is required.   | 58/16 Clerk                     |
| 13. | <u>Youth Activities</u>   |                                 |
| a   | Family Fun Day – Bo Jangles has been contacted but is unavailable on Wednesday 27 July 2016.  | 49/16<br>Completed              |
| 14. | <u>Correspondence</u>   |                                 |
| a   | A letter has been received requesting a rope ladder is attached to a tree in the Recreation Ground to make it easier to climb. Unfortunately this is not something the Council can give consent to but the Clerk will write and suggest that some of the trees in the Chalkpit may be lower to the ground.  | 59/16 Clerk                     |
| b   | A letter has been received advising that there is no information on the nearest location of toilets now the public toilets have closed. The Clerk will respond. A notice will be placed on the toilets advising that toilets are available in the village hall when it is open or in the Heritage Centre during opening hours. Information will be sought on hiring a portaloos for the duration of the summer. | 60/16 Clerk                     |
| c   | A copy of the Minutes from the Sevenoaks Quarry Liaison Meeting held on 17 March 2016 has been received.  |                                 |
| 15. | <u>Other Matters</u>  |                                 |
| a.  | Footpath that still require cleaning – Consider for work parties.<br>Footpath from level crossing to station; footpath from station to churchyard; footpath from Evelyn Road to level crossing; clearing of suckers from trees in grass verge along Pilgrims Way West.  |                                 |
| b   | Remove ivy from three Acacia trees in the Recreation Ground.  | PC/NF                           |
| c   | Re-stocking planters.   | ME                              |
| d   | Remove vegetation from Palace Stream. Cllr Evans/Mr Thomas to liaise.   | ME/BT                           |
| e   | Remove suckers from trees on verge on Pilgrims Way West – meet Sat 28 May at 11am.  | Various                         |
| 16. | <u>Date of Next Meeting</u> – Monday 27 June 2016 at 7:30pm.  |                                 |

The meeting closed at 9:25pm.