

OTFORD Parish Clerk: The School House
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MINUTES of a MEETING of OPC RECREATION & ENVIRONMENT COMMITTEE

at The School House on Monday 30 January 2017 from 7:30pm

Present: Cllr M Evans (in the Chair), Cllr N Fothergill and Cllr J Lawrey

Also Present: Mr M Richards (OAA) and Mrs K Drake (OSA),
Mr R Shelton (for the Public Forum)

Clerk: Mrs S Palmer

Public Forum: Mr R Shelton gave an overview of the work being undertaken by the Darent Valley Landscape Partnership.

The village of Otford will be engaging with the projects in many areas. There are plans to extend paths in the area to encourage walkers and link villages and improve access to the valley's heritage. There are plans to add interpretation signs and update guidebooks.

It is planned to work with local communities to identify and create local landscape walks that will encourage visitors to explore the area further.

Work is also planned to improve the Chalk Grassland, various areas of woodland and the River Darent.

It is also hoped that commissioning a LIDAR (Light Detection and Ranging) survey will bring to light areas of hidden archeology.

There are also plans to improve areas in and around Eynsford Castle, Otford Palace and Lullingstone Castle and to try and find out the current status of all the mills along the river.

Volunteers will be asked to help with all areas of planned improvements,

A report will be sent to all Parish Councillors giving more details of the proposals.

1. Apologies for Absence – Cllr P Clucas and Cllr I Roy.
2. Declarations of Interest – None.
3. Minutes – The Minutes of the previous meeting held on 31 October 2016 were signed as an accurate record of the meeting.
4. Matters arising from the previous meeting not covered elsewhere on the agenda.
 - a. It was agreed that the Clerk will ask SDC for a quote to put in a new dog poo bin on the footpath running between Bubblestone Road and the Church close to the noticeboard. 50/16 BT
A quote will also be sought for a litterbin to be installed near the Eric Dilley Pavilion. Continuing
 - b. Scout Hut Fence. The Scouts have advised the Parish Council that there are not enough Scouts and volunteers to paint the fence although they are willing for it to be done. It was agreed that the Otford Society will be asked to see if they can arrange for a work party to undertake and the painting, in association with the Scouts. The Parish Council will be able to provide the cost of the paint. 64/16 Clerk
Continuing
 - c. Cricket Club. The Cricket Club has been asked to remove the sight screen if it is not being used and to tidy up the area behind the nets and clear all rubbish. Completed
 - d. Work to Trees. An inspection has taken place of the trees throughout the Parish. Work is being undertaken in various areas. Completed
5. Allotments
 - a. A written report was received from the Allotments Association.
 - b. Allotment Rents. 6 rent payments remain outstanding and the Agents are chasing these. Once a response has been received the position regarding vacant plots will be clearer.
 - c. Neglected plots.
The OAA has agreed that they do not wish to use chemicals on neglected plots but prefer to use a membrane.
The OAA will remind those with unkempt plots of the requirements in the OPC Tenant Agreement to keep the Allotment Gardens clean and in a good state of cultivation, and the penalties for not observing the requirements. Completed
 - d. Grass mowing. Current arrangements are to mow the main paths monthly between March and October in advance of the OAA work parties. It is hoped that a similar arrangement can be made for the coming year. 67/16 OAA/BT

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| e | Allotment Car Park and Access to the Allotments. OPC has given approval for the purchase of Type 1 Granular Material for use by OAA to make repairs on the main track to Mill Meadow and other areas.
It is anticipated this work will be done in February or March 2017. | Completed |
| f | The hedge beside the Methodist Hall and the Tennis Courts has been cut. | |
| g | Tree leaning over the stile in Mill Meadow. This will be cleared shortly. | 12/17 BT |
| 6. | <u>OSA</u> | |
| a | A report was received from Mrs Drake and a verbal report was given. | |
| b. | Fence requirement for the Recreation Ground football pitch.
A request has been received from OUFC for approval in principle to erect a single rail fence along one side of the pitch in front of the Eric Dilley Pavilion if they achieve promotion from League 1 to the Premier League. This is a requirement of the Kent Football League.
This proposal has the support of the OSA and OUJFC.
It is RECOMMENDED that this is discussed by OPC at the March PC Meeting. | 1/17
Clerk |
| 7. | <u>High Street Recreation Ground</u> | |
| a | A report was received from Brian Thomas. | |
| b | Mr Thomas has extended the area laid with mesh and oak chippings around the entrance to the Recreation Ground. | Completed |
| c | Car Park Fencing. Posts will be repaired as they are identified as faulty rather than all at once. | Completed |
| d | A replacement multi-play unit has been ordered. It is anticipated that this will be installed before the Easter holidays. The play area will be closed for 2-3 weeks. | Completed |
| e | The scorch mark on the cricket outfield has faded. No further work needs to be undertaken. | Completed |
| f | A spare bench from The Green is being transferred to the Play Area when the safety surface is replaced in the Spring. | Completed |
| g | Fencing to be installed next to the mower shed to provide a secure storage area. New quotes are being sought. | 84/16
JV/Clerk |
| h | It is RECOMMENDED that OPC approves the purchase of a green 'Frog Rubbish Bin' to be placed in the Play Area when the safety surface is replaced. | 2/17 Clerk |
| i | McDonalds have agreed to purchase a rubbish bin to be installed outside the Eric Dilley Pavilion. | 3/17 Clerk |
| j | 4Global has carried out an inspection of the facilities available at the Recreation Ground and the Hale Lane Recreation Ground. A report is awaited. | |
| k | The hedges around the Recreation Ground have been cut. | |
| l | The lower limbs of trees on the Recreation Ground have been cut to aid mowing. | |
| 8. | <u>Chalk Pit</u> | |
| a | Metal Advisory Notices in this area need to be cleaned and replaced as necessary. | 4/17 Clerk/BT |
| b | A number of trees have grown up around the Pilgrims Way East retaining wall and it is covered in ivy. It was agreed that even though this wall is the responsibility of SDC, a large amount of the overgrown vegetation comes from the bottom of the wall which is the responsibility of OPC and an offer has been made to SDC for OPC to cut it all back. It was agreed to RECOMMEND acceptance of the quotation if under £500. | 5/17 Clerk/BT |
| c | Forest School. Oxford Primary School has been advised not to use the Chalkpit until September (or further notice) by which time the 33 trees identified with Ash Die-back will have been removed. | Completed |
| d | Various work to other trees has been carried out. | |
| e | The south end of the grass area has had an extensive clean up. Low hanging branches have been cut and placed in the south east corner to block off access to the area previously used as a rubbish dump. | |
| f | The overgrown area to the left of the track opening, where it opens into the grass, has been cleared. | |
| g | The low hanging branches around the bench have been cleared due to drug taking activity. It is hoped that by opening this area up it will deter this activity. | |
| h | A tree alongside Pilgrims Way West has been found to be unsafe. It is leaning into the road and is being removed. Traffic control will be used during the removal. At the same time, a dead sycamore tree trunk will also be removed. | 12/17 BT |
| i | Some subsidence has taken place beside the track, on the right hand side near the top. It is 1.5m deep. It has been temporarily covered. Mr Thomas will arrange for it to be filled. | 13/17 BT |

9. Hale Lane Recreation Ground/Pavilion/Telston Park
- a The new hedge is awaiting a trim. 74/16 BT
- b An incident of fly-tipping has occurred when some furniture was dumped by the dog bin.
- c Someone gained entry onto the Recreation Ground and drove around on the pitch but fortunately no damage was caused. Mr Thomas will ensure the chains across the entrance are secure. 9/17 BT
- d A small tree in Telston Park recently came down across the back fence and garden shed of an adjoining property during the snow. This was cleared by Mr Robinson. Mr Thomas will check the surrounding trees. 10/17 BT
- e The very large dead Poplar tree near Telston Lane will be felled shortly. 11/17 BT
- f The course of the stream, from a spring in the garden of a house in Telston Lane, has now been exposed and dug out. Completed
10. Oxenhill Wood
- a One of the paths has been cleared and widened by SDC.
- b The grant application by the Oxenhill Management Committee to Cllr Nick Chard for 6 benches and two display boards is progressing.
11. Village Green, Pond and Palace Field
- a Carp will be removed from the pond in the near future when the relevant permits have been obtained. The fish have to be removed as carp are bottom feeders and they damage the lining of the pond. 78/16 BT
Continuing
- b Wooden posts. The post by the old Police House will be replaced. 6/17 BT
- c Mrs Ward (co-opted member) will be preparing an article for the newsletter on plans for the management of this area. 46/16
Continuing
- d The privet hedge has been replanted following damage from a car accident. Completed
- e The stream has been cleaned out in the autumn. Completed
12. Cemetery/Palace Park Wood
- a A number of fence posts are beginning to rot at the base and are coming loose. Replacement is being considered. 48/BT
Continuing
- b North/south path in the cemetery. Quotes will be obtained. Planning permission is not required. 58/16 Clerk
- c Woodland grave stone memorial. A memorial that did not meet the size requirements of the cemetery is being replaced. Completed
- d A grave is currently having new kerbing installed around it, as agreed by the Parish Council. The old kerbing has been removed. Completed
- e A representative from the Woodland Trust will be asked to meet Mr Thomas and the Clerk to discuss maintenance of this area in the Spring. 6/17 Clerk/BT
13. Youth Activities
- a Dates have been chosen for the Fun Days held in each Parish over the summer. The dates will be requested from SDC. OVMH and Bojangles will be requested to pencil in the dates. 7/17 Clerk
Completed
- The query over signage identified in previous reports from SDC did not relate to OPC but to the organisers.
14. Correspondence
- a The Spring Clean. SDC has advised that Keep Britain Tidy is running a Spring Clean which will take place on 3 – 5 March 2017. It is RECOMMENDED that OPC takes part in this event. SDC will provide litter picks and rubbish bags. Cllr Fothergill will organise. This will be advertised in the Newsletter. Schools and local organisations will be invited to take part. 8/17 Sue
Stephenson/NF
15. Other Matters
Workparties
- a Remove ivy from three Acacia trees in the Recreation Ground. PC/NF
- b Remove vegetation from Palace Stream. Cllr Evans/Mr Thomas to liaise. ME/BT
16. Date of Next Meeting – Monday 27 March at 7:30pm.