

**OTFORD
PARISH
COUNCIL**

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The School House
21 High Street
Otford Sevenoaks
Kent TN14 5PG

MINUTES of a MEETING of OPC RECREATION AND ENVIRONMENT COMMITTEE

at The School House on Monday 3 August 2015 from 7:30pm

Present: Cllr M Evans (in the Chair)
Mrs J Lawrey, I Roy, N Rushby

Also Present: Mrs W Ward (co-opted member), Mr P Otto (co-opted member)
Mrs K Drake (OSA) for part of the meeting,
Mr M Richards (OAA) for part of the meeting.

Public Forum. There were no items raised in the public forum.

Action

1. Apologies for Absence
Apologies were received from Cllr N Fothergill, Mr R Beasley (OAA Parish Agent) and Mr B Thomas.
2. Declarations of Interest - None
3. Minutes – The Minutes of the previous meeting held on 15 June 2015 were agreed.
4. Matters Arising
Matters arising from the Minutes of the previous meetings not on the Agenda. There were no matters arising.
5. Allotments
 - a The report from the OAA was received.
 - b Mr Richards gave a verbal report on the allotments. There is one 2.5 rod allotment vacant. Mrs Drake will advertise the vacancy in the Sevenoaks Chronicle. KD
 - c There are four plots identified where tenants need to be alerted to the unfavourable condition of the plots. MR
 - d Pruning of the apple trees. This will take place in the autumn after the growing season.
 - e The hedges are in need of attention. One of the taps has a persistent leak. Spraying may be necessary. Mr Richards will liaise with Mr Thomas. MR/BT
 - f The Parish Council was thanked for the assistance given with arranging for delivery of the skip.
 - g Car Park. OAA will be drawing up proposals as time allows. OAA
 - h The Committee asked that the F&GP Committee considers allocating a reserve of £1000 for assisting with the proposed car park. F&GP
 - i Review of Allotments rents and hose rent for implementation October 2016. The Committee reviewed the expenditure vs income for the year to 31 March 2015.
It was AGREED that the rent will not be increased in 2016. There will be an increase in October 2015 from £1.75 to £2.00 per rod.
 - j. An additional tank and tap is being installed at a ploholders request. Costs

will be covered by the plothead.

6. OSA

a. The report from the OSA was received.

b. Future planning following the expiry of the lease on the football pavilion in 2016. Clerk

The Clerk will contact former Councillor Doug Cracknell, and ask for the relevant papers.

The Committee RECOMMENDED that this item is considered by the F&GP Committee, or a separate Working Party. OPC to Consider

c. The Football Club has stated that the PC Grant Policy is not suitable for their needs. They will be asked by Mrs Drake to estimate the amount of grass cuts required from September 2015 to September 2016.

d. The cricket nets have been replaced by the Cricket Club.

e. Following a request from the Parish Council to ensure the safety checks at the Pavilion have been carried out, the lease will be checked to see who has responsibility for the work.

f. Sevenoaks Town Football Club arrived at the weekend to train on the Recreation Ground as their pitch is out of action while an all-weather surface is installed.

Otford Football Club advised the visiting team that they were not welcome to use the Recreation Ground. Mr Thomas, the Recreation Groundsman, advised the visiting team to use the Parish Council land at the top of the area. Sevenoaks Town Football Club has asked the Parish Council if they can use the Recreation Ground for the next two weeks while their pitch is out of action. OPC will request sight of their insurance documents and ask them to provide the dates when they will visit. Clerk

7. High Street Recreation Ground and Solar System

a. The report from Brian Thomas was received.

b. Cllr Edwards-Winsor has been cutting the Solar System. It was AGREED that it is necessary to employ someone to cut the Solar System on a regular basis.

8. Chalk Pit

a. It was noted that the Chalk Pit needs cutting. BT

b. Ash Die-back has been identified on Footpath 48.

9. Hale Lane Recreation Ground/Pavilion/Telston Park

a. There are no matters to report.

10. Oxenhill Woods

a. There are no recommendations.

b. It is noted that a large number of Ash trees are suffering from Ash Die-back.

c. The next Oxenhill Shaw Management Meeting will take place on September 16 on-site.

11. Palace Park Wood

a. There are no recommendations.

b. Ash Die-back has been identified in Palace Park Wood.

Mrs Ward is arranging to meet Ms Frame, a Steward from the Woodland Trust, to discuss this issue. Mrs Ward

12. Village Green and Pond

a. A report on signage in Conservation Area has been prepared by Mr Rod Shelton. A copy will be sent to all Committee members. Clerk

b. Mrs Ward has provided a list of redundant signage poles which will be copied to Committee members. Clerk

13. Youth Activities

- a. The Fun Fay was held and many people turned up despite it being a cold and windy day.
- b. The next Fun Day is scheduled for Friday 30 October. The Council will be asked to consider asking Bojangles mobile refreshment van to attend on the day. OPC to consider

14. Correspondence

15. Any Other Business

- a. Areas of responsibility – Cllr Evans is preparing a list of areas of the village for special attention. The areas will be allocated to Committee members. ME
- b. Summer work parties and dates. A working party is required at Hale Lane to tidy up the hedging put in by the Parish Council. Mr Thomas will be asked if it is possible to trim this hedge by machine and, if so, to quote for the work. BT
Mr Thomas will also be asked if there are any areas of the village that would benefit from attention by a working party.
- c. Mrs Ward has asked for details of the history of the Oxenhill Shaw. Clerk

The meeting closed at 10:00pm

16. Date of Next Meeting

Monday 5 October 2015 at 7:30pm.