

Sundridge with Ide Hill Parish Council
Minutes of Amenities Committee Meeting
Thursday 17 November 2016, 7:00pm, Village Hall, Ide Hill

Present: Councillors Denbigh, Evans (Chair), Baker

In attendance: 3 members of the public (in part)
Mrs A Barlow - Clerk

1. To receive apologies and reasons for absence.
Apologies were received and accepted from Cllrs Hughes, Stokes and Edmonds.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
Cllr Evans declared a personal interest in Agenda Item 4.
3. To approve as a correct record the **Minutes** (enclosed) of the Amenities Committee meeting held on 12 October 2016
The minutes were approved and signed as a true and accurate record.
4. **To take Matters arising** from the Minutes where these are not covered under the subject headings below

- *Cllr Evans confirmed that he has organised a Christmas tree for Sundridge and Ide Hill from the Montreal Estate. Cllr Baker voiced his concern that the people donating might make a planning application. Cllr Evans advised that this was not the case. The Members had a discussion about the conflict of interest in people donating Christmas trees. **The Members resolved that the Full Council should make the decision on whether the donation of the trees should be accepted.***
- ***The Cllrs resolved that the Council should pay an amount towards the electricity costs for the lights for the tree as Cllr Edmonds currently pays for the electricity personally.***

*8.0 Cllr Baker advised that the playground had not been repaired. **It was resolved that Cllr Evans would chase Mr Booker to give the Clerk a quote for repairing the playground.** The Clerk confirmed that she had reimbursed Cllr Edmonds for the repair kit and the Council had agreed for a quote of up to £250 for the cost of the repair work. **(Action: Clerk and Cllr Evans).***

12.1 The Clerk advised that Cllr Meldan confirmed he was able to provide the chairs free of charge and had asked how many the Members wanted at Sundridge Village Hall. It was agreed that the Clerk would ask Cllr Meldan to provide 50 chairs.

5. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.

The members of the public were present to hear the discussions on Stubbs Wood so it was resolved to take Agenda item 7.1 at this point in the meeting.

7.1 The Chair confirmed he had emailed the Stubbs Wood Management Committee to report that he had met with the Kent Wildlife Trust who are interested in Stubbs Wood being part of a current project. The Chair advised that David Hutton would give the Parish Council a presentation and would be prepared to be a member of the Stubbs Wood Management Committee if the Committee thought it appropriate.

Cllr Baker advised the members of the public that Stubbs Wood has now been purchased and the Parish Council is setting up a Management Committee as the Parish Council are the Trustees. Cllr Baker, Lovegrove and Hughes are on the Management Committee and they are looking for 4 members of the local community to join the Management Committee. Local organisations have been contacted and the local community now need to be contacted. The first meeting of the Management Committee should take place before the end of the year. Cllr Baker thanked Ms Fleming for her report which will be very useful once the Management Committee is formed. Cllr Baker advised that it is hoped to have a public consultation in February/March 2017.

A Member of public asked if the overhanging trees and other issues are going to be dealt with this winter. Cllr Baker advised that if the Council do work very quickly it may affect the long term issues. A survey was carried out and anything that was dangerous and needed urgent attention has been dealt with immediately. Cllr Baker advised that the rest of the work will be part of the management plan. The member of the public advised that it is the Council's legal obligation to clear footpaths. The Chair advised that there is no obligation to remove overhanging trees only to remove trees on the footpath. Cllrs asked if the Chair could remove the tree across the footpath as a matter of urgency and invoice the Parish Council for the work. **It was resolved that Cllr Evans will remove the tree and invoice for the Parish Council for the work. (Action: Cllr Evans)**

A member of the public asked about the Terms of Reference and Cllr Baker advised that the Management Committee will set the Terms of Reference once the Committee is formed. He also asked about the covenants of the Terms of the Agreement and Cllrs advised that the Management Committee will review the agreement and the work involved. A member of the public asked if the Management Committees would be open to the public, if minutes from the meeting will be published and if Stubbs Woods would have its own website. The Cllrs advised that this issue would need to be discussed by the Management Committee.

The member of public asked about a water leak on the Sundridge Road/Emmetts Lane. The Chair advised that the water supply comes from private land and KCC do not want to get involved in the issue. Cllrs advised that the water comes from houses in Brasted Parish Council and suggested that the member of the public contact them.

The Chair advised that the Parish Council should keep an incident book to ensure any incidents are properly recorded. **(Action: Clerk).**

The members of the public left the meeting.

6. Items for decision and allocation of resources if necessary.

6.1 To discuss and agree, if appropriate, the next actions for the playgrounds at Ide Hill and Sundridge. Cllr Baker advised that he would like make a proposal to have a working party to look at funding and costings for the playground at Ide Hill. Cllr Baker advised that he has got representations from villagers in Ide Hill and quotations from playground suppliers. He has received one quote for £38,000. Their current synopsis is that the equipment is tired and the baby swing is illegal. Cllr Baker felt that funds could be raised from the Parish Council, the Shop and some other sources. **It was resolved that the proposal should be put towards the Full Council meeting. (Action: Cllr Baker).** Cllrs asked about the Sundridge Recreation Ground. It was discussed and agreed not to take any further actions with regard to Sundridge.

It was resolved that the Clerk would ask Sevenoaks District Council to empty the dog bins in Stubbs Wood. (Action: Clerk).

6.2 To discuss and agree, if appropriate, the next actions in connection with the car park at Ide Hill and the toilets.

The Chair advised that there were some issues over the recycling bins however the issue has now been sorted and the toilets and car park are now owned by the Parish Council.

6.3 To discuss and agree, if appropriate, the next actions with regard to Sundridge Village Hall. The Chair advised that he has now received the report from the Building Survey Report. Cllrs discussed the large amount of work that is required to make the hall fit for purpose. **It was resolved to create a working party to look into the strategic management of the village hall, social club and recreation ground. (Action: Chair).** **It was resolved that the Clerk would review the asset register and look in the black box to see if any deeds are contained. (Action: Clerk).**

6.4 To discuss and agree, if appropriate, the next actions regarding the grass tendering document. The Chair advised that he has completed the Sundridge grass cutting schedule and the Cllr Denbigh advised that he and Cllr Edmonds have completed the Ide Hill grass cutting schedule. **It was agreed that the Clerk would ask KALC for a sample tender document. (Action: Clerk).**

6.5 To discuss and agree the Amenities items for the budget 2017/18. **It was resolved to include some additional items and the Cllrs agreed that the Clerk would include these items when the budget is discussed at the Full Council Meeting. (Action: Clerk)**

7. Items for noting

7.1 Stubbs Wood – this item was dealt with at Agenda Item 5.

7.2 To note actions regarding the Tesco's bid.

The Clerk advised that Tesco's will advise the Parish council of the outcome of the Tesco's Bags of Help campaign at the end of November. The Chair advised that the Parish Council will spend whatever is awarded i.e. £8,000, £10,000 or £12,000. Cllr Baker asked the Clerk to record the fact that he was against the Parish Council applying for a grant that could have been awarded to what he felt might be a more deserving cause.

8. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.

There was none.

9. Date of next meeting. – to consider the dates for the meetings in 2017

The Cllrs discussed dates for meetings in 2017 and it was agreed that the Amenities Committee should meet on Wednesdays at Sundridge Village Hall (to avoid any rental costs) and the meetings should be 2 weeks before the Full Council meeting to allow any items to be put on the Full Council Agenda. It was agreed the Clerk would prepare a schedule of dates and present these for approval the Full Council Meeting. (Action: Clerk)

The meeting closed at 22.03.