

# HILDENBOROUGH PARISH COUNCIL

Pavilion and Recreation Ground, Riding Lane, Hildenborough TN11 9HY

telephone: 07818 329029

email: [clerk@hildenboroughpc.org.uk](mailto:clerk@hildenboroughpc.org.uk)

website: [www.hildenboroughpc.org.uk](http://www.hildenboroughpc.org.uk)

**Meeting of the Open Spaces Group held on Wednesday 3<sup>rd</sup> January 2024 in the Meeting Room, Hildenborough Village Hall, at 7.30pm**

## MINUTES

**PRESENT:**

<b>Cllr I Sklavenitis</b>	<b>Cllr K Dobson</b>	<b>Cllr A McNeil</b>
<b>Cllr C Lewis</b>	<b>Cllr C Wynne</b>	<b>Cllr Harrowing</b>
<b>Cllr Gabriel</b>	<b>Cllr Connor</b>	

**ALSO PRESENT:** Julia Church, Clerk

**1. Apologies for absence**

There were none.

**2. Minutes of Meeting held on 25 October 2023.**

These were agreed as a true record.

**3. Clerk's Report, to include Maintenance Contractor's Progress Report.**

**3.1 Clerk's Report**

- KCC have said they will meet the full cost of the installation of bollards outside The Flying Dutchman and the work will be completed this financial year.
- Southern Water have cleared the drain causing the flooding in Riding Lane Recreation Ground and the ditch clearing work will commence as soon as the wet weather clears up.
- Tree planting to replace the felled ash trees in West Wood has commenced and the remaining trees will be planted with the help of pupils from Hildenborough Primary School in the New Year.
- Planning permission has been received for the coppicing required for the renovation of the pond in West Wood but work will not commence until planning permission has also been received for the work required at Hollenden Park Oast.

### **3.2 Maintenance Contractor's Report**

It was reported that the usual Risk Assessments had been carried out and the weekly inspections and boundary checks. After Christmas he cleared up litter, branches, broken bottles etc. and carried out a post-Christmas inspection of the playground equipment and boundaries.

#### **4. To discuss obtaining quotes for new playground equipment for the West Wood and Riding Lane playgrounds and new benches and picnic tables for West Wood.**

See Recommendation (i) below.

#### **5. To discuss obtaining quotes to make safe the trees on Parish Council land adjacent to Hildenbrough Primary School, identified as presenting a "High Risk" to the school in their recent tree inspection.**

Cllr. McNeil declared an interest. See Recommendation (ii) below.

#### **6. To consider the quote for the repair of the Riding Lane car park height barrier and device to secure barrier open.**

See Recommendation (iii) below.

#### **7. To clarify requirement for formal playground safety equipment inspection training.**

See Recommendation (iv) below.

#### **8. To approve the conversion of the faulty street in Riding Lane to LED so that it can be repaired as soon as possible.**

**ACTION:** Clerk to obtain quote for conversion of faulty street light to LED ready for approval at the next Parish Council meeting.

#### **9. To consider this spring's planting programme of Village Green planters.**

Cllr Dobson notified the council that Hildenborough Gardening Society had expressed an interest in installing and maintaining a planter outside the Village Hall. The council also discussed the installation of a new planter in West Wood, adjacent to a new picnic table (see Recommendation (i) below).

A budget of £100 per quarter for plants was approved. **ACTION:** Cllr Dobson to speak to Hildenborough Gardening Society re their proposal to install a planter outside the Village Hall. Clerk to source spring bulbs for late planting in Village Green planter.

### **10. Projects**

#### **10.1 Creation of a Riding Lane Pavilion sub-committee.**

The formation of a sub-committee was briefly discussed and it agreed that the committee should be open to pavilion users and other members of the public in addition to council members. See Recommendation (v) below.

**10.2 The installation of further traffic calming measures in the village.**

Speeding traffic in Hildenborough was discussed with the help of the recent report published by the Speedwatch Team. **ACTION:** Clerk to research the cost of flashing 30 mph signs and road markings.

**10.3 Replacement of the fence around the Riding Lane playground.**

**ACTION:** Cllr Sklavenitis to provide details of materials required to clerk who will order them from Tate fencing.

**10.4 Extension of car park in Recreation Ground.**

It was agreed to leave this item in abeyance for the time being.

**10.5 To discuss the seeking of quotes for installation of dropped kerbs in the Brookmead area of Hildenborough.**

It was agreed that quotes should be sought from independent contractors to carry out the work to KCC design specifications. **ACTION:** Clerk to speak to Cllr Rayner about the time being taken for KHS to provide the designs and detailed quotes needed to carry out the work.

**11. Any other matters (to be agreed by Chair)**

There were none.

**Recommendations**

- (i) It was recommended that quotes should be sought to replace ageing/broken playground equipment and for the installation in West Wood of a picnic table and planter with a similar configuration to those on the Village Green. Approximate cost expected to be in the region of £10,000 including the planter. Quotes also to be sought for replacing/refurbishing the benches in West Wood.
- (ii) It was recommended to accept the quote of £300 received for the required tree surgery work but still try to establish why the condition of the trees was not identified in the Parish Council's tree inspection report.
- (iii) To recommend the work to the car park height barrier is carried out by Weld Done at a cost of £595 plus VAT.
- (iv) To recommend the Maintenance Contractor, Cllr Sklavenitis and others undergo formal playground inspection training as soon as possible. The Parish Clerk to also undertake the training in order to inspect playground equipment in the event of an emergency.
- (v) Cllr Sklavenitis to invite councillors to an informal discussion to collate ideas regarding the formation of a Pavilion sub-committee ready for consideration at the next Parish Council meeting.

- (vi) To approve, if received, the quotes for repair of streetlight nos. JNAR012 and JRAR018.