

HILDENBOROUGH PARISH COUNCIL

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

telephone: 07818 329029

email: clerk@hildenboroughpc.org.uk

website: www.hildenboroughpc.org.uk

Meeting of the Open Spaces Group held on Wednesday 06 March 2024 in the Committee Room, Hildenborough Village Hall, at 7.30pm

MINUTES

PRESENT: Cllr I Sklavenitis Cllr K Dobson Cllr A McNeil
Cllr C Wynne Cllr Gabriel

ALSO PRESENT: Julia Church, Clerk

1. Apologies for absence.

Apologies were received from Cllr Harrowing, Cllr Lewis and Cllr Wills.

2. Minutes of Meeting held on 03 January 2024.

The Minutes of the Meeting held on 03 January 2024 were agreed as a true record. All recommendations have been undertaken.

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

The Clerk's Report was noted. It was reported that all routine inspections and maintenance had been completed by the Maintenance Contractor and the new cradle seat for the playground in West Wood has been assembled, ready for installation.

- The installation of bollards outside The Flying Dutchman and wigwags in Riding Lane has been completed.
- The process is being started to form a sub-committee to oversee the renovation/rebuild of the pavilion. The working group met on 29th February 2024. Deciding for now that the project should be Parish Council Led. The next meeting of the working group is 15th April 2024.
- The frame supporting the height barrier to the car park has been repaired and a fixing has been attached to the tree close to the barrier to enable the barrier to be secured open.
- Playground safety inspection training has been booked for Tuesday 2nd July to be undertaken by two parish councillors, the Clerk, the Maintenance Contractor and a local resident.

- Dead-wooding of trees in the Recreation Ground and West Wood has been carried out.
- The work to renovate the pond in West Wood has been completed.
- The faulty street light in Riding Lane has been installed with an LED fitting and is now in light.
- Tree planting to replace the felled ash trees has been completed by Hildenborough Conservation Society with help from Hildenborough Scouts and pupils from Hildenborough Primary School.

RECOMMENDATION: The motion to recommend a letter of thanks be sent to Hildenborough Conservation Society for the replanting of West Wood was agreed.

4. To discuss follow-up actions following the renovation of the pond in West Wood.

RECOMMENDATIONS:

1. The motion to recommend the parish clerk seek quotes for information boards (one A1 size main board, and three smaller A4 size warning signs) be produced and erected around the pond area was agreed.
2. The motion to recommend the parish clerk seek quotes for the provision and erection of a free-standing buoy was agreed.
3. The motion to recommend the parish clerk seek quotes for a professional risk assessment/pond survey be undertaken at the pond by an independent contractor was agreed.

5. Flooding in Knowsley Way from the Village Green

RECOMMENDATION: Following discussion it was agreed to recommend the Parish Council send a letter to the resident who had expressed her concerns about the flooding, to make clear the steps that have already been taken to alleviate the problem. **ACTION:** The parish clerk to check the recommendations set out in the previous survey of the Village Green then draft a response to the resident ready for consideration/approval at the Parish Council Meeting in April.

6. To discuss Pumping Station Spillage data as sourced by Cllr Wynne from Southern Water.

It was noted that the report gives an idea of the number of minutes that water is spilled but makes no comment on the volume of water.

ACTION: It was agreed the Parish Clerk submit “freedom of information request” to Southern Water to:

1. Request the flow rate of a pumping station when a spillage is happening;
2. Request the volume figures as well as Southern Water's plans or procedures they are putting in place to reduce spillage of water.

7. Should PC take over ownership of bench in Tonbridge Road?

It was agreed to leave the matter in abeyance. No recommendation made.

8. To discuss quotes from NW Landscaping Construction and NBB for new picnic area in West Wood. Including placement at Westwood.

RECOMMENDATION: To accept the quote from NW Landscaping Construction to construct a new picnic area measuring 4m x 5.2m from Indian stone to include a short access path and raised oak sleeper bed measuring 2.4m x 1.2m at a cost of £5,400.

9. To discuss quotes for new picnic table for new picnic area in West Wood

RECOMMENDATION: To purchase the NBB Outdoors Wheelchair Access Picnic Table – Octagonal, in black, at a cost of £700 including delivery.

10. To discuss quotes for new separate planters for new picnic area in West Wood.

No recommendation made as the new picnic area will have an integrated oak planter.

11. To discuss quote for dead-wooding/removal of trees in West Wood as identified by RWE.

RECOMMENDATION: To accept the quote for £2,160.

12. Projects

12.1 Installation of further traffic calming measures in the village, in particular Riding Lane.

ACTIONS:

1. Clerk to research quotes and any KCC regulations regarding the installation of flashing "30mph" warning signs on the B245 ready for consideration at the Parish Council Meeting in April.
2. To request a "30mph Toolkit" from KCC containing posters, bin stickers, posters etc for distribution to local businesses and residents.

13. Any other matters (to be agreed by Chair).

Arrangements for the Annual Parish Meeting taking place on Thursday 14th March were discussed briefly. **ACTION:** Clerk to arrange for there to be access to the china cups and saucers for serving refreshments before the meeting.