

HILDENBOROUGH PARISH COUNCIL

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

telephone: 07818 329029

email: clerk@hildenboroughparishcouncil.gov.uk

website: www.hildenboroughparishcouncil.gov.uk

**Meeting of the Open Spaces Committee held on Wednesday 03 July 2024 in the
Committee Room, Hildenborough Village Hall, at 7.30pm**

MINUTES

PRESENT: Cllr I Sklavenitis Cllr C Wynne Cllr M Coles

Cllr M Wills

ALSO PRESENT: Julia Church, Clerk

1. Election of Chair

Cllr Wynne was proposed by Cllr Coles and seconded by Cllr Wills. Cllr Wynne accepted the office.

2. Apologies for absence

Cllr Gabriel (childcare); Cllr McNeil (business trip); Cllr Connor (family commitment).
Cllr Dobson (unwell); Cllr Harrowing (family commitment).

3. Minutes of Meeting held on 01 May 2024.

The Minutes were approved.

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

The Clerk's Report was noted.

5. To discuss FOI data from Southern Water re pumping station spillage.

The data we currently have will be retained for future reference. It was agreed the Parish Council request further data dating back to year 2,000 including the number of minutes per release and the number of releases per year. **ACTION:** Cllr Sklavenitis to draft a FOI request to Southern Water for approval by Committee members before sending. Clerk to include Southern Water's response to the Parish Council request as an agenda item for the September Open Spaces Committee meeting.

6. *To explore Safety Surfacing Solutions offered by Redlynch Leisure to tackle the problem of waterlogging of football pitch in West Wood.*
It was agreed that the solutions offered by Redlynch Leisure were not suitable for use on a grass football pitch. It was confirmed that no expressions of concern regarding the condition of the football pitch had been received. Therefore, agreed no further required. ACTION: Clerk to file the information from Redlynch Leisure.
7. *To consider the installation of a mobile litter picking station in Hildenborough and new litter picking roster as per resident's suggestion in e-mail of 30 May.*
While the litter picking station supported by 2-Minute Foundation, would foster good community behaviour it was agreed that currently the PC have nowhere suitable to locate one. ACTION: Clerk to thank the resident for the suggestion and see if 2 Minute Foundation have other community litter-picking initiatives that could be introduced in Hildenborough.
- 8. To consider representative of Hildenborough CofE Primary School's request from 11 June for the pupils to plant a tree/trees adjacent to the new footpath in the Recreation Ground or another suitable location.**
It was agreed that the most suitable location to plant a new tree would be in West Wood. **ACTION:** Clerk to ask the school what type of tree they would like to plant, and seek advice from the Hildenborough Conservation Group regarding a suitable location to plant a new tree in West Wood.
- 9. To discuss extending the WiFi provision in the Village Hall to the Jim England Room.**
To extend the WiFi was approved. **ACTION:** The Clerk to confirm with the Village Hall Committee, if they are happy for the Parish Council's WiFi to be extended to the Jim England room, for use at the parish council's discretion.
- 10. To consider increasing the mowing frequency at the site in West Wood where the picnic table is to be located, which is currently cut twice a year.**
It was agreed a strip of grass bordering the perimeter of the new picnic area, will be mown more frequently for the benefit of users of the picnic table. The contractor has confirmed this small increase in the mowed area would not incur any extra cost. **ACTION:** Clerk to confirm updated mowing arrangement with the contractor.
- 11. To finalise the details of the picnic table to be funded by the family of Cllr Dobson in memory of Cllr Michael Dobson.**
Cllr Dobson was unable to attend the meeting to discuss. **ACTION:** Clerk to speak to Cllr Dobson regarding the material and wording to be engraved on the plaque, for sight of the Open Spaces Committee prior to ordering the picnic table.
- 12. To consider the report of the tree survey carried out by Tree Craft in June.**

The councillors agreed they were happy with the survey. **ACTION:** Clerk/RFO to source quotes for the remedial work identified in the tree survey to be carried out.

13. To discuss maintenance contractor replacing all posts at War Memorial and Village Green (100 posts required)

A query was raised whether it was KCC or the Parish Council who is responsible for maintaining War Memorial site. **ACTION:** Clerk to clarify with KCC who is responsible for the wooden posts around the War Memorial site. If the responsibility is the Parish Council's, the Clerk to ask the Maintenance Contractor if he would be able to carry out the work to replace all the War Memorial posts during his work hours. Also to obtain three quotes from contractors to carry out the work. The Village Green's wooden posts to be reviewed separately, another time.

14. PROJECTS

14.1 Highways

14.1.1 Further developments relating to the Highways Improvement Plan

There have been no updates to the HIP as Kent Highways' enquiries are still underway. They will add any updates to the HIP as soon as possible once any progress is made. Regarding Item 3 on the HIP concerning traffic calming measures, Kent Highways have approved the location of a speed awareness banner on the B245 adjacent to Foxbush.

Regarding Item 4 on the HIP, concerning speeding in Nizel's Lane, a speed survey has recently been completed and Kent Highways are reviewing the results.

ACTION: The Clerk to submit a completed SID (Speed Indicator Device) Location Request form for a site identified in Riding Lane for Kent Highways to consider along with the two sites already identified on the B245. The Clerk to also speak to the Maintenance Contractor regarding the installation of the speed awareness banner on the B245.

14.2 Recreation Ground Footpath

14.2.1 To approve quote from Trueplan for undertaking a land survey in the Recreation Ground, ready for putting the contract for the installation of a footpath out to tender.

The quote from Trueplan for £2,500 plus VAT was approved.

Quotes had also been invited from the following land surveyors but all declined to submit a quote:

- SV Surveying Ltd – Topographic Land and Measured Surveys
- Murrins Chartered Surveyors
- Sevenoaks Surveyors

14.3 Village Green Flooding

14.3.1 To discuss design and estimate for the installation of a soakaway on the Village Green to alleviate the flooding and potentially to seek quotes.

The Committee discussed the estimated cost to install a soakaway, if it was practical or if it would resolve the issue for a small number of residents.

ACTION: Clerk to clarify the outcome of the investigation in 2011 as to the PCs legal responsibility for water encroachment and flooding from its land

14.4 West Wood Pond

14.4.1 To discuss wording/design of Information Board

Following consideration of a first draft of an Information Board designed by Cllr Gabriel, it was agreed to postpone any decisions until after the installation of warning signs at the pond.

14.4.2 To approve quotes for 3 x A3 warning signs

The quotes for three A3 signs for tree mounting costing £534 in total plus £95 delivery plus VAT from Fitzpatrick Woolmer was approved and the following wording agreed:

“DANGER DEEP WATER” with pictogram

“BEWARE SLIPPERY BANK” with pictogram

“RISK OF DROWNING” with pictogram

14.4.3 To approve quote for reach pole

It was agreed not to purchase a reach pole as the Parish Council already had two throw-lines to install as life-saving devices.

14.4.4 To discuss the introduction of a bespoke pond-dipping platform with protective fencing to control point of access to the pond

It was agreed to put on hold any consideration of a pond dipping platform until the surrounding area had recovered from the pond clearing work and in a suitable condition to welcome visitors.

15. Correspondence

15.1 Letters to Cllr Rayner and Clarion Housing re the overgrown vegetation on Riding Lane in between Riding Park and Mount Pleasant Road.

Clarion have told the Highways Steward that they will be cutting back the vegetation within 21 days from 2nd July. **ACTION:** The Clerk to inspect the site on 22nd July to check the vegetation has been cut back within the stated 21 days. The letter will be sent to Clarion only if the vegetation is not cut back by the 22nd July.

Signed Chair 04 September 2024