

# HILDENBOROUGH PARISH COUNCIL

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

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## **The Open Space Meeting Minutes at 7.30pm**

**in the Committee Room of Hildenborough Village Hall, Riding Lane**

**on Wednesday 16 October 2024**

**PRESENT:** Cllr M Coles, Cllr M Connor, Cllr L Gabriel,  
Cllr A McNeil, Cllr I Sklavenitis, Cllr C Wynne (Chair)

**1. Apologies for absence**

Cllr N Harrowing (family commitment) and Cllr M Wills (work commitment)

**2. Declaration of Personal or Prejudicial interests**

Cllr Coles declared an interest with item 9.2 relating to Three Counties contractors.

**3. Minutes of Meeting held on 04 September 2024.**

Minutes approved unanimously.

**4. Matters arising from the Minutes of the September meeting**

None

**5. Clerk's Report**

The Clerk's report was noted.

**6. The Implementation of the 2024 Annual Inspection recommendations for the Recreation Ground and West Wood play equipment.**

**6.1 To consider quotes for repair/replacement of the corroded basketball frames**

The committee unanimously agreed to employ the services of Weld Done to repair the basketball frames at a cost of £565 +VAT

**Action:** The Clerk to inform the three companies who provided a quote, of the committee's decision. Confirm with Weld Done when the work will be undertaken.

## **6.2 To consider quotes for the repair of the Wet Pour in the Recreation Ground**

The committee considered the three quotes and unanimously decided to employ the services of R P Bayliss Groundwork Contractor to undertake the wet pour repairs around the recreation ground play equipment at a cost of £1,890 + VAT.

**Action:** The Clerk to inform the contractors of the committee's decision and arrange with R P Bayliss a date for the work to be undertaken.

## **7. CURRENT PROJECTS**

### **7.1 To consider for the West Wood Pond Area**

#### **7.1.1 The draft Information Board design and placement by the pond**

The committee considered and were pleased to agree in principle the design of the Information Board. As recognition of the Hildenborough Conservation Group ongoing support, to add "Thanks to Hildenborough Conservation Group for their continued work to maintain the woodland".

**Action:** Cllr Gabriel to amend the design as noted above. The Clerk to arrange the production of the Information board from Acorn Workshop as agreed at the HPC 10<sup>th</sup> April meeting, item 10/10.4

#### **7.1.2 The Hildenborough Conservation Group advice regarding the silted area adjacent to the pond.**

Following a meeting on site, Cllr Wynne reported, the conservation group consider there were sufficient sapling trees/seedlings re growing in and around the silted area. However, the brambles needed to be cut back and maintained low, to allow other seedlings to grow on.

During the annual autumn clearance/coppicing of West Wood; the group will endeavour to clearly mark the plants/samplings to be retained. The Council to provide the materials required to mark the positions of the plants to be protected.

After the conservation group have identified, noted and marked the plants and saplings be protected, The Council to arrange a contractor to undertake the bramble clearance, this to be undertaken in December and again in June 2025.

**Action:** The Clerk to liaise with the conservation group for when the marking materials will be required.

## **7.2 To consider Recreation Ground Footpath consultants' advice**

The members noted the advice of the various consultants contacted regarding the Recreation Ground Footpath Project. The Committee agreed it was vital to employ a consultant to provide a Specification for the tendering process which included consideration of the local environment, sustainability and durability of the footpath.

**Action:** The Clerk and Cllr Wynne to seek additional quotes from suitable experts to provide a report and specification for the footpath, taking into consideration the topology of the recreation ground.

## **7.3 To consider Village Green Flooding survey and/or drainage quotes**

The committee considered the quotes for surveys. A motion was raised to recommend The Parish Council instruct GeoSmart, at a cost of £1195 + VAT, to undertake an assessment of the site and identify in their report whether there are any feasible and practical solutions to resolve the potential flooding issue.

**Action:** The Clerk to add recommendation to Parish Council Meeting Agenda.

## **8. NEW PROJECTS FOR 2025**

### **8.1 Review and add to the HPC Infrastructure plan**

Suggestion of a wetland area at the lower end of the recreation ground. Weed proofing would be needed to protect tennis courts and basketball courts. Basic area estimated at £1500 +VAT.

It was motioned that a recommendation be put to the Finance Committee that £5,000 be budgeted for sustainable landscaping. This motion was passed unanimously.

### **8.2 Review three-year forecast of revenue and capital receipts and payments – discuss projects to be funded from this year's budget**

Several items were motioned to be included within this year's budget. These being Repairs and improvements to the Pavilion, Additional drainage clearance on the Recreation Ground and additional hedge cutting to be undertaken. The motion was agreed unanimously, and these would be considered at the January 2025 Open Spaces Meeting.

#### **– consider priority order for projects for 2025/26 budget.**

The following recommendations were made to be included within the budget to be agreed by the Finance Committee:

- £2,000 be included in the budget for additional waste bins
- £8,000 be included in the budget for highways improvements and maintenance
- The reallocation of £25,000 from the Pavilion budget to the footpath on the recreation ground project (£20,000) and drainage £5,000
- £2,000 be included in the budget for picnic table/seating and planter improvements
- £10,000 be included in the budget for play equipment and the expansion in the range of accessible equipment available

**9. Review the Maintenance Services Annual Contracts (as from Jan 2025)**

**9.1 Landscape Services' contract.**

**9.2 Three Counties' contract**

A motion was put to delay the decisions on these items until new schedules of work can be produced with additional works, currently not included in the existing work schedules. For the contractors to consider their relevant contracts, due to be renewed in January 2025. The motion was passed unanimously.

**10. To retrospectively approve a £100 budget for the Hildenborough Guides to purchase seasonal plants for the area surrounding the War Memorial – planting to be undertaken on the 18<sup>th</sup> October.**

The committee noted planting has not yet been undertaken. It was also noted that this decision was not retrospective as no funds had yet been allocated nor paid.

As such it was motioned that a budget of £100 be approved for the Hildenborough Guides to undertake planting at the War Memorial.

**11. Renewal of membership to Kent County Playing Fields Association (£20)**

It was motioned that the membership be renewed. The motion was passed unanimously

**12. Correspondence**

**12.1 Enquiry regarding commercial Paddle Courts on the Recreation Ground.**

It is noted that the Recreation Ground has village green status which inhibits additional development. It was therefore motioned that the offer of commercial Paddle Courts be declined at this stage. The motion was passed unanimously.

The meeting closed at 21:32.