HILDENBOROUGH PARISH COUNCIL

Pavilion and Recreation Ground – Riding Lane – Hildenborough – TN11 9HY
Telephone: 07818 329029 email: clerk@hildenboroughparishcouncil.gov.uk
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OPEN SPACES COMMITTEE MINUTES

on Wednesday 28th October 2026

In Attendance

Cllr Wynne, Cllr Sklavenitis, Cllr McNeil, Cllr Wills & Cllr Haugh

Louise Jenner, Parish Clerk

1. APOLOGIES FOR ABSENCE

Cllr Gabriel (Holiday) & Cllr Connor

2. DECLARATIONS OF INTEREST – I.S declared an interest in item 7.1 (left the room while item discussed).

3. APPROVE MINUTES OF PREVIOUS MEETING – Held on 23rd September 2026

The minutes of the meeting held on 23rd September 2026, approved unanimously and signed**.**

4. CLERK'S REPORT – Noted

5. RECREATION GROUND – Consideration for the Hags Zip Wire clips and inspection cost.

Councillors considered the Hags quotation of £1,151.99 plus VAT for the inspection and repair of the zip wire. Members noted that the cost of the parts was very low compared with the labour charge.

RESOLVED: That the Clerk seeks a quotation from at least two other specialist providers to establish whether another company is willing to carry out the inspection and repair to specialist equipment.

RESOLVED: That if no alternative provider is willing to provide a quotation, the Clerk is authorised to proceed with the Hags inspection and repair at a cost not exceeding £1,151.99 plus VAT. All agreed.

6. RECREATION GROUND FOOTPATH RESURFACING – To consider a recommendation to the full council for the resurfacing of the footpath leading from the Pavillon to the play park and the internal play park pathway.

The Committee considered three quotations for the resurfacing works to the pathway leading to the park and the internal park pathways. The Open Spaces Committee recommends proceeding with Arnold Tarmac quotation totalling £12,072.00 plus VAT. (Quotations also received from Leeway Services and Penfold Surfacing Ltd.)

As the cost exceeds the Committee's delegated limit of £3,000 net of VAT, the matter to be referred to the Parish Council.

The Committee reviewed the 2026 budgets and noted that the works under the Pond budget and the Tree budget cannot be completed within this financial year. The Committee proposes that unspent funds from those items, be used to fund the two pathway repairs.

RESOLVED: To recommend to the Parish Council:

1. That the quotation from Arnold Tarmac of £12,072.00 plus VAT is accepted and the Clerk authorised to place the order.
2. That the cost is met by virement of unspent funds from the Pond and Tree budgets, as set out above.

7. BUS SHELTER ROOF

7.1 Consideration to the cost of the roof repair

The Council considered the three quotations received. Only one quotation, from Leeway Services Ltd, gave details of the additional works to the sides of the bus shelter, the permits required to close the pathway and relocate a temporary bus stop during the works, also the cutting back of overhanging vegetation.

RESOLVED: That the Clerk obtains three quotations that addresses all off these issues and reports back at a future meeting.

RESOLVED: That the Council submits a bus stop shelter grant application to Kent County Council as the deadline is 30th October 2026.

8. BUDGETING FOR 2027 – 2028

Councillors discussed the budget in detail and reviewed the budget template. The Committee agreed to put forward the following allocations, ranked in priority order:

Priority	Allocation	Purpose
1	£41,500.00	Maintenance contracts, tree works and play park maintenance
2	£11,414.80	Pond works to the Recreation Ground and West Wood ponds
3	£15,000.00	Towards pathway improvements West Wood
4	£7,000.00	Towards ground preparation for the community orchard
	£74,914.80	**Total**

RESOLVED: To recommend the above allocations, in the priority order given to the Finance Committee for inclusion in the draft budget for consideration by the Parish Council.

9. PROJECT CONSIDERATIONS

9.1 West Wood Car Park – To consider the initial quotation from TMBC for pre planning advice

9.2 West Wood Car Park – To consider the initial quotation from KCC for Highways advice

9.3 Recreation Ground – Car Park Extension – To consider the initial quotation from TMBC for pre planning advice.

It was agreed the above items wouldn't proceed at the current time due to budget constraints.

10. MEETING CLOSED – 20:40

COMMITTEE MEMBERS

Cllr Wynne, Cllr Sklavenitis, Cllr Gabriel, Cllr Connor, Cllr Wills, Cllr McNeil, Cllr Haugh

Next Open Spaces Meeting – Wednesday 27th January 2027