

HARTLEY PARISH COUNCIL

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28th August 2025

Dear Councillor

You are hereby summoned to attend a meeting of the Amenities and Open Spaces Committee to be held on **WEDNESDAY 3rd September 2025** at **Hartley Library, Ash Road**, commencing at **10.00a.m.**

Yours sincerely

Helen Boden

Helen Boden
Proper Officer

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to contact the Clerk prior to the day of the meeting.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest, not already included on their Register of Interests.

3. Minutes

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 13th August 2025, as a correct record. (Annexed)

Pursuant to Standing Order 3 (e) the Chairman will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included on the agenda.

4. Football at Manor Field

(a) To consider a quotation for the setting out of the required pitches (1 no 11v11 pitch with respect lines, 1 no 11 v 11 pitch without respect lines and 1 no 9 v 9 pitch without respect lines).

(b) To consider the fees to be charged for the use of the football pitches at Manor Field for the 2025/26 season.

5. Financial Report

To consider a financial statement, setting out detailed income and expenditure by budget heading in respect of the Allotments, Open Spaces and the Pavilion, as at 28th August 2025. (Annexed).

6. Trees

(a) Porchester Close

To consider an email dated 9th August 2025, received from a resident of Porchester Close, regarding 2 trees located in Gorse Wood. (Annexed).

(b) Billings Hill Shaw

(i) At the meeting of the Amenities & Open Spaces Committee held on 13th August 2025, the Committee noted that a representative from the New Ash Green Woodland Group had suggested a site meeting to discuss the possible planting of fruit trees at Billings Hill Shaw.

At the meeting, the Clerk reported that she was waiting to hear from the representative with regard to a suitable date for the meeting.

To receive an update.

(ii) At the meeting of the Amenities & Open Spaces Committee held on 9th July 2025, it was agreed that a quotation be accepted for the felling of two Ash trees with advanced die back, located in the woodland at the entrance to Billings Hill Shaw.

It was noted that the trees were subject to a Tree Preservation Order and that an application would be required to be submitted to the District Council for their removal.

The Committee is requested to note that the application has now been approved by Sevenoaks District Council and that the works will be carried out on Tuesday 9th September 2025 and Friday 12th September 2025.

7. Pavilion

(a) Water Hygiene

(i) To consider the results of the monthly water temperature checks at the Pavilion, carried out by the cleaners. (Annexed)

(ii) To consider the results of the recent water hygiene tests carried out by the Council's water hygiene contractor.

(iii) To consider a quotation for the system disinfection and Legionella sampling following the closure of the changing rooms during the winter.

8. Playgrounds

To consider an email dated 21st August 2025, received from a resident regarding the playground at Chantry Avenue. (Annexed).

9. Date of next meeting

List of circulated documents

Copies of all background documents listed in the agenda are available for inspection in the Parish Office

1. Minutes of the meeting of the Amenities and Open Spaces Committee held on 13th August 2025. (**WHITE**).
2. Financial report as at 28th August 2025. (**BLUE**).
3. Email dated 9th August 2025, received from a resident of Porchester Close. (**CREAM**).
4. Monthly water temperature check sheet. (**PINK**).
5. Email dated 21st August 2025, received from a resident. (**GREEN**).