

HARTLEY PARISH COUNCIL

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8th October 2025

Dear Councillor

You are hereby summoned to attend a meeting of the Amenities and Open Spaces Committee to be held on **WEDNESDAY 15th OCTOBER 2025** at **Hartley Library, Ash Road**, commencing at **6.00p.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 (WHITE)

To approve the minutes of the meeting of the Amenities and Open Spaces Committee held on 3rd September 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 receive a report from the Hartley De Sales Football Club.
- (b) To receive a report from the New Ash Green Football Club.
- (c) To receive an update on the recent pitch marking at Manor Field.

5. Cricket at Manor Field

To consider a request received from the New Ash Green & Hartley Cricket Club, for a discount to be applied to the fees for 2025, due to the issues experienced with the showers.

6. Financial Report (BLUE)

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 8th October 2025. (Annexed).

7. Budget 2026-27 (BLUE)

To consider the draft budget for 2026/2027, for the allotments, open spaces and the Pavilion. (Annexed).

8. Orchard – Billings Hill Shaw

At the meeting of the Amenities & Open Spaces Committee held on 3rd September 2025, the Committee recommended that the Parish Council agrees in principle to the creation of an orchard at Billings Hill Shaw.

This recommendation was ratified by the Parish Council at its meeting held on 8th September 2025.

To receive an update.

9. Pavilion (PINK)

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

10. Quantified Tree Risk Assessment

To receive an update following the recent walkabout with Members of the Committee and the Tree Inspector carrying out the Quantified Tree Risk Assessment, to assess the “Boundary & Survey issues highlighted in the previous Quantified Tree Risk Assessment report.

11. Litter Bin – Hartley Wood

To note that following a request from a resident, the dog waste bin located in Hartley Wood, at the bottom of Gorse Wood has been removed and replaced with a dual waste bin slightly nearer to the foot tunnel.

The bin has been replaced at no cost to the council and the emptying costs will remain the same as previously.

12. Allotments

(a) To consider a request from a new allotment tenant for assistance from the Council to clear the plot.

(b) To consider a request from an allotment tenant for the installation of a 500 gallon water container to be enclosed in a metal cage, for tenants to harvest water during a hosepipe ban.

13. Grass Cutting Contracts 2026-27 (WHITE)

To review the grass cutting specification and schedule at the Council's open spaces falling due for renewal on 1st April 2026 and agree the list of Contractors to be invited to submit a quotation.

Background documents

Grass cutting specification 2025-2026. (ANNEXED).

Grass cutting schedule 2025-2026. (ANNEXED).

Contract 3 plan . (ANNEXED).

List of contractors 2025-2026. (ANNEXED).

14. Noticeboards

To consider a quotation for the replacement of the noticeboard on Hoselands Green.

15. 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 3rd September 2025. **(WHITE).**
2. Financial report as at 8th October 2025. **(BLUE).**
3. Draft Budget 2026/27. **(BLUE).**
4. Grass cutting specification 2025-26. **(WHITE).**
5. Grass cutting schedule 2025-26. **(WHITE).**
6. Contract 3 Plan. **(WHITE).**
7. List of Contractors 2025-26. **(WHITE).**