

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

Tel: 01474 709441

Email: enquiries@hartleyparishcouncil.gov.uk

Website: www.hartleyparishcouncil.gov.uk

2nd July 2026

Dear Councillor

You are hereby summoned to attend a meeting of the Amenities and Open Spaces Committee to be held on **WEDNESDAY 8th JULY 2026** at **Hartley Library, Ash Road**, commencing at **6.00 p.m.**

*Prior to the start of the meeting, Members of the Committee are invited to attend a walkabout at Woodland Avenue recreation ground and the allotment site. Members should meet at the vehicle entrance **5.15p.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 20th May 2026, as a correct record. (Annexed)

4. Terms of Reference and Delegated Powers

To review the Terms of Reference and Delegated Powers of the Amenities and Open Spaces Committee (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.

5. Football at Manor Field

At the meeting of the Amenities & Open Spaces Committee held on 20th May 2026, the Clerk was requested to contact Hartley De Sales FC, to ascertain as to whether a Saturday Soccer School is taking place at Manor Field.

The Committee is requested to note that the Club has confirmed that they are not running a Saturday Soccer School.

6. Cricket at Manor Field

- (a) To receive a report from the New Ash Green & Hartley Cricket Club.
- (b) To consider an email dated 19th June 2026, received from the New Ash Green & Hartley Cricket Club regarding the condition of the storage container.

7. Cricket at Longfield Hill

- (a) To receive a report from Meopham Cricket Club.
- (b) To consider the Lease between Hartley Parish Council and Meopham Cricket Club.

8. 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 2nd July 2026. (Annexed).

9. Billings Hill Shaw

- (a) To consider an update on the proposed orchard project.
- (b) At the meeting of the Amenities & Open Spaces Committee held on 20th May 2026, the Committee considered a request from residents, to purchase a piece of land located at Billings Hill Shaw, owned by the Parish Council.

The Committee noted that some years ago, the Parish Council had issued a Licence, permitting the residents to maintain the land at a peppercorn rent.

The Committee agreed that it had no objection in principle to the continuation of the Licence arrangement, but that legal advice would need to be sought.

At the meeting of the Parish Council held on 8th June 2026, it was agreed that due to the cost implication, the Clerk be requested to contact KALC in the first instance, to seek advice.

To receive an update.

10. Pavilion (CREAM)

(a) Water Hygiene

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

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

(iii) To review the Pavilion – Water Flushing Risk Assessment. (Annexed).

(b) Cleaning

At the meeting of the Amenities & Open Spaces Committee held on 20th May 2026, the Committee considered an email dated 25th March 2026, received from the current cleaning contractor at the Pavilion, regarding a potential price increase.

It was resolved that the increase be accepted, subject to the disinfection of the water outlets being increased from once to twice a month.

To consider an email dated 26th May 2026, received from the cleaning contractor.

(c) Chairs

To consider how to dispose of the existing chairs in the Pavilion, once the replacement chairs arrive.

11. Manor Field (PINK)

(a) Cesspit

To receive a report on the cesspit.

(b) CCTV

To consider an email dated 25th June 2026, regarding the possible installation of CCTV at Manor Field. (Annexed)

12. Playgrounds

(a) To consider any issues highlighted during the walkabout at Woodland Avenue recreation ground, prior to the meeting.

(b) Goal Posts – Woodland Avenue

To consider any quotations received for the re-siting of the goal posts at Woodland Avenue recreation ground.

(c) Vandalism – Woodland Avenue

(i) To note that the flat swing seat was removed by vandals and arrangements have been made for it to be replaced at a cost of £120 + VAT.

(ii) To note that the artificial surface on the MUGA has been vandalised.

13. Allotments

(a) To consider any issues highlighted during the walkabout at the allotment site, prior to the meeting.

(b) To consider a complaint received regarding a recently installed pond on one of the allotment plots.

(c) To consider an email dated 25th June 2026, received from South East Water. (Annexed).

14. Hartley Wood

At the meeting of the Amenities & Open Spaces Committee held on 20th May 2026, it was noted that motorbikes were still causing an issue in the woods.

15. Safeguarding Policy (GREEN)

To review the Parish Council's Safeguarding Policy. (Annexed).

16. CCTV Policy (CREAM)

To review the Parish Council's CCTV Policy. (Annexed)

17. 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 20th May 2026. (**WHITE**).
2. Terms of Reference & Delegated Powers. (**YELLOW**).
3. Financial report as at 2nd July 2026. (**BLUE**).
4. Email dated 26th May 2026, received from the cleaning contractor. (**CREAM**).
5. Email dated 25th June 2026. (**PINK**).
6. Email dated 25th June 2026, received from South East Water. (**YELLOW**).
7. Safeguarding Policy. (**GREEN**).
8. CCTV Policy. (**CREAM**).