

## KEMSING PARISH COUNCIL

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### RECREATION GROUNDS COMMITTEE

#### **Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing on Wednesday, 25<sup>th</sup> September 2019 at 7.30 pm**

PRESENT: Dr. P. Walker (in the Chair)  
Mr. C. Connelly, Mr. P. Dillon

IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)

APOLOGIES: Mrs. J. Chisholm, Mr. M. Hudson, Mrs. R. Wedderburn-Day

#### 1. **MINUTES**

The minutes of the meeting held on 24<sup>th</sup> July 2019, Ref No RG/04/2019 were approved and signed.

#### 2. **MATTERS ARISING FROM THE MINUTES**

(a) Common Field Recreation Ground : Youth Shelter (Minute 2(a) RG/04/2019)

*RESOLVED: The paint condition would be monitored during the Winter and reviewed in the Spring.*

(b) "No parking" sign at Nightingale Road Recreation Ground (Minute 2(b)) RG/04/2019)

Contractors had been reminded to reinstate the sign.

(c) Allotment review (Minute 2(c) RG/04/2019)

The documents had been reviewed, however, a further meeting was necessary to finalise the draft which would be presented to full Council at the October Parish Council meeting.

(d) Grass surface damage – Barnfield Crescent (Minute 2(d) RG/04/2019)

(i) Contractors had filled the uneven areas.

(ii) "No parking" signs had been delivered on Thursday, 12<sup>th</sup> September. Arrangements with the Contractors to install these had been made but a firm date had not been given.

(iii) Contact had been made with a suitable contractor to arrange a site meeting with a view to obtain advice for possible solutions, including quotations.

(e) Play area equipment cleaning (Minute 2(e) RG/04/2019)

Quotation had not been accepted yet as definitive water source could not be established. The PCC was unable to grant permission for use of the water source in the Churchyard due to current building works on the site.

*RESOLVED: Deferred to the next meeting.*

(f) Memorial bench request (Minute 2(f) RG/04/2019)

A response from the family of the deceased had been received.

*RESOLVED: A site meeting is to be arranged.*

(g) Nightingale Road car park (Minute 2(g) RG/04/2019)

A revised quotation had been requested but not yet received.

Estimates (for inclusion in next year's budget) would be obtained to resurface the whole car park.

(h) Signage for play areas (Minute 2(h) RG/04/2019)

- (i) The 'No Climbing' signs for both youth shelters had been ordered and received and arrangements had been made with the Contractors to put these up.
- (ii) The age restriction signs for both play areas had been ordered and received and arrangements had been made with the Contractors to put these up.

(i) Metal play area gates (Minute 2(j) RG/04/2019)

The self-closing mechanisms are worn out to the point that it cannot be adjusted and as a result they no longer meet the self-closing standards. It was suggested the gates were replaced with hydraulic self-closing systems in the same style as the existing ones but in yellow.

A subsequent quotation for replacement gates was considered. It is not possible to fund two gates from the current budget and it was suggested the Committee asks the full Council to release £1,000 from the Councils' General Contingency Fund to top up the Committee budget.

*RESOLVED: The Committee recommends the Council to release £1,000 from the Council's General Contingency Fund to allow for both gates to be replaced.*

(j) Fence damage (Minute 2(k) RG/04/2019)

No action had been taken on the previous decision due to further information received after the meeting. The Committee rescinded its previous decision for this reason.

During the discussion the following points were raised:

- The Parish Council is not responsible for the boundary fence – this is the responsibility of the adjacent landowner.
- Going forward, the Parish Council will take responsibility for maintaining the hedge.
- It would appear that the uprooted shrub/small tree had extracted the metal fence post and subsequently resulted in the fence panel being pulled down.

An estimate for fence repairs and vegetation clearance and trimming had been received. There is no provision within the Committee's current budget to absorb this expenditure and it was suggested the Committee asks the full Council to release £1,000 to top up the Committee's budget to enable this work to be carried out.

*RESOLVED: (i) The Parish Council will make good the fence damage as a one off good will gesture.  
(ii) The Parish Council will arrange for overgrown trees and hedge to be trimmed back and maintain this as part of the general vegetation management schedule.  
(iii) The Parish Council to be asked to release £1,000 from the General Contingency Fund to carry out the necessary repairs and vegetation clearance.*

(k) Recommended tree survey work (Minute 2(m) RG/04/2019)

This work had been completed on Monday, 16<sup>th</sup> September 2019.

(l) Former Kemsing Sports' Association tennis courts (Minute 4(b) RG/04/2019)

The two trees outside the perimeter of the court fences had been removed on Monday, 16<sup>th</sup> September 2019. Members considered the rest of the issues:

- (i) courts need cleaning, weeding, repainting and re-lining
- (ii) fence repairs
- (iii) financial assistance for the above

Historically the former Kemsing Sports Association had been responsible for the tennis court management but it is understood that since the disbandment of the Association, the responsibility had been transferred to the Sir Mark Collett Pavilion Trustees. Members supported in principle the enhancement and promotion of the facility, however, a better understanding in regards the current arrangements with the Pavilion was needed.

*RESOLVED: The Clerk to arrange a meeting with the interested parties.*

### 3. **PLAY AREA INSPECTIONS**

(a) Quarterly play area inspection

The recommended works had been done on Monday, 16<sup>th</sup> September 2019.

(b) Weekly inspections at Common Field Recreation Ground

A person had been seen riding an electric bicycle on the field. The byelaws clearly prohibit any motorised cycles, motor cycles etc. however, contrary to this is a sign on the notice board at the entrance off Church Lane, which specify that no motorbikes are allowed. Furthermore, the notice board is in a poor condition and should be replaced.

*RESOLVED: It was agreed that a sign clearly stating the rules is required. The notice board should be replaced, however, this matter, when being prioritised against other current issues, would have to be deferred to the next meeting.*

(c) Weekly inspections at Nightingale Road

Nitrous oxide cylinders had been found on the Recreation Ground and broken glass had been cleared by the football goal posts.

A suggestion to re-instate the missing rear youth shelter panel was not supported by the majority of Members present. The clear perspex panel had been so severely vandalised a few years ago to the extent that it had to be removed completely on safety grounds and since then it had not been replaced.

(d) Weekly inspections at Barnfield Crescent

No further report was received.

### 4. **NEW MATTERS FOR CONSIDERATION**

(a) Proposed charity run

A resident asked permission to use the Common Field Recreation Ground for a 5k charity run for about 100 people (adults and children) to raise funds for the new Scout Hut. The route will start at the old Scout Hut and along the part of the North Downs Way and coming down via Cotmans Ash Lane and along Heaverham Road and back to the Scout hut where refreshments will be served.

A detailed discussion ensued and although the Members supported the event in principle (which is to raise funds for the benefit of a local community group), grave concerns over the safety of the participants and organisers of the event were voiced, particularly where the run is proposed to take place on the public highway. It was suggested to offer the whole Common Field Recreation Ground for perhaps a three lap circuit rather than running on the highway.

*The Clerk to make this suggestion to the event organiser.*

*RESOLVED: Although the principle of the event is sound, confirmation of the following points were required:*

- *Evidence of public liability insurance for the specific event should be provided to the Council.*
- *Confirmation of necessary health and safety risk assessments*
- *Confirmation of arrangements for medical treatment on site*
- *Confirmation that there are qualified marshals, particularly if running on the highway*
- *Has provision of car parking facilities been taken into consideration*

(b) Trees adjacent to Bridleway, Common Field Recreation Ground

Kent County Council's Public Rights of Way Officer had received a complaint about overhanging trees and vegetation causing an inconvenience for horses to use the route and the Council was urged to make arrangements for clearing the overhanging vegetation.

*RESOLVED: (i) That the Clerk makes the necessary arrangements for the vegetation to be cut back and removed off site where possible.*

*(ii) That this now forms part of the regular vegetation maintenance schedule.*

Comments received from a resident relating to the trees and vegetation clearance along the Bridleway was noted. The resident had always kindly cut back some of the overgrown vegetation but as agreed above, the Parish Council would ensure that this is done going forward, particularly in light of the letter received from the Public Rights of Way Officer.

*RESOLVED: The Clerk to convey the Committee's appreciation to the resident.*

- (c) Trees along bridleway, Common Field Recreation Ground (Section at Southern end from Heaverham Road to approximately half way up the car park)

Advice from an Arboricultural Consultant in September 2017 was that these trees were unsuitable for reductions works. It was suggested that a site visit is arranged.

*RESOLVED: The Clerk to arrange a site visit with members to consider the course of action to take.*

- (d) Access onto Common Field Recreation Ground (both gates)

*RESOLVED: To replace the old worn padlocks with combination locks.*

- (e) Coppiced area adjacent to Common Field Recreation Ground (between play area and Church Lane track)

The trees in this area are beginning to grow quite tall. Members were asked to consider the recommendation in the report from the Woodland Consultant received in October 2017. It was suggested that a site visit be arranged.

*RESOLVED: The Clerk to arrange a site visit with members to consider how to proceed.*

## 5. **REPORTS FROM COUNCILLORS/CLERK**

- (a) Fairfield Close – collapsed tree

A fallen tree adjacent to land owned by the Parish Council had been reported to Highways England. It is believed that the tree was previously situated within the curtilage of the adjoining property (a private dwelling). The tree fell Eastward and parallel with the M26 motorway, but some distance away from the motorway, on land, which it is believed to be owned by Highways England. There was concern over the stability of the root system of the remaining trees and this had been reported to Highways England accordingly.

*RESOLVED: No further action required.*

- (b) Annual site meeting for all Recreation Grounds

It was agreed that an annual site meeting (preferably in June/July) would be arranged.

## 6. **INFORMATION REPORT**

## 7. **DATE OF NEXT MEETING**

Wednesday, 27<sup>th</sup> November 2019.

The meeting closed at 9.12 p.m.

Signed by Chairman : ..... Date: .....