

KEMSING PARISH COUNCIL

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FACILITIES COMMITTEE

To: Members of the Facilities Committee

You are hereby summoned to attend a meeting of the Committee for the purpose of transacting the following business.

Signed: Y. Tredoux, Parish Clerk, 18 November 2020

AGENDA FOR A MEETING OF THE FACILITIES COMMITTEE

TO BE HELD ONLINE VIA ZOOM ON Wednesday, 25 November 2020 at 7.30 pm

During the current Government restrictions the meeting will be taking place online. If any members of the public wish to view and listen to the meeting they should email the Clerk by noon on Tuesday, 24 November 2020.

1. **APOLOGIES**

2. **MINUTES**

To approve the minutes of the meeting held on 11 September 2020, Ref FAC/03/2020.

3. **MATTERS ARISING FROM THE PREVIOUS MINUTES**

3.1 **Public Conveniences**

3.1.1 Public conveniences re-opening (Minute 3(a) FAC/03/2020)

To receive an update.

3.1.2 Public conveniences refurbishment project (Minute 3(f) FAC/03/2020)

To receive an update.

3.2 **Village Car Park**

3.2.1 Temporary access over car park (Minute 3(d) FAC/03/2020)

To arrange a meeting with the St. Mary's Parochial Church Council to review temporary access arrangements expiring on 31st December 2020.

3.2.2 Village car park – winter/snow clearance (Minute 3(e) FAC/03/2020)

Arrangements with Sevenoaks District Council to grit the car park for this coming autumn and winter were made by the Clerk on the same basis as last year and quote accepted with a small price increase.

3.2.3 Village car park lights (Minute 5(b) FAC/03/2020)

This has become a very complex issue involving finding the supply location which is currently unknown. UK Power Networks have been asked for assistance and an update will be given at the meeting.

3.3 **Fairfield Close**

3.3.1 Site Visit (Minute 3(b) FAC/03/2020)

3.3.1.1 Vegetation overhanging footpath – Contractors have been reminded.

3.3.1.2 Low hanging branches – It was suggested to trim lower hanging branches (lift canopy) of the trees in the grassed area. Budgeted for 2021/22.

3.3.1.3 Fencing along the grass/amenity area – Clerk will remind contractors to provide a quotation.

3.3.1.4 Access (broken panel) – Clerk will remind Contractor to remove broken panel.

3.3.1.5 Nature Reserve Policy – Kent Wildlife Trust to be informed accordingly.

3.3.2 Fallen tree (Minute 3(c) FAC/03/2020)

To consider if Land Registry enquires are still required to establish the actual boundary.

3.3.3 Fairfield Close – stream

For information: Kent County Council's Flood Risk Management department asked the Parish Council to clear a reported obstruction which caused a blockage in the stream. Upon investigating no blockage was found and KCC was advised accordingly. KCC had also written to adjoining landowners to remind them of their responsibilities as riparian owners.

3.4 **The Well Area**

3.4.1 Christmas tree at The Well area (Minute 3(i) FAC/03/2020)

A tree has been ordered. An electrician was asked and agreed, in principle, to check the connection for the lights after installation.

The Committee is asked to consider arrangements for next year.

3.4.2 Painted rock 'snake' feature (Minute 5(a) FAC/03/2020)

Deferred to next meeting: The Kemsing Heritage Centre Association confirmed verbally that they are willing to offer financial assistance. A further site meeting to agree on the location has been put on hold as a result of the second national lockdown.

3.4.3 Wall at horse trough (Minute 5(c) FAC/03/2020)

There are a number of areas where it is necessary to re-point the stone wall. A quotation is awaited to be budgeted for 2021/2022.

3.5 **Defibrillator**

Defibrillator (Minute 3(g) FAC/03/2020)

Arrangements for delivering the unit to the agreed location are being made.

3.6 **Notice boards**

Notice boards (Minute 3(h) FAC/03/2020)

Deferred to next meeting.

4. **INSPECTION REPORTS**

Co-ordinators for public conveniences and car park inspections are reminded to send regular inspection reports to the Clerk.

5. **NEW MATTERS FOR CONSIDERATION**

Flytipping

An abandoned car has been found at the tennis court car park. The Parish Council is responsible for the removal of fly tipped items on its land. The Clerk to investigate the procedure.

6. **GROUNDS MAINTENANCE CONTRACTS**

6.1 The Well area (from 1 April 2021 to 31 March 2022)

To consider renewing the existing contract.

6.2 Village car park (from 1 April 2021 to 31 March 2022)

To consider renewing the existing contract.

6.3 Fairfield Close stream and vegetation clearance (1 January 2021 to 31 December 2022)

To consider renewing the existing contract.

6.4 Fairfield Close mowing and strimming (1 April 2021 to 31 March 2022)

To consider renewing the existing contract.

7. **BUDGET**

To approve: Budget for the remainder of 2020/21 and estimate for 2021/22.

8. **REPORTS FROM COUNCILLORS/CLERK**

9. **INFORMATION REPORT**

10. **DATE OF NEXT MEETING**

13 January 2021