

**SHOREHAM
PARISH
COUNCIL**

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DRAFT AMENITIES & SERVICES COMMITTEE MINUTES

Wednesday 21st March 2018 at Shoreham Village Hall from 7.30pm

Present: Cllr L Spence (in the Chair)
Cllrs R Blamey, B Jeffery, M S Parkes and co-opted member J Tooley

Also Present: 0 Members of the public

Clerk: Sarah Moon

1. Apologies for absence were received from District Councillor John Edwards-Winsor.
2. The minutes of the meeting of the Amenities and Services Committee held on 17th January 2018 were signed by the Chairman as an accurate record subject to the projected total on tennis courts being changed.
3. No disclosures of interest were received from members in respect of items of business included on the agenda for the meeting.
4. The actions raised at the meeting held on 17th January 2018 were reviewed.

Allotments

- a) Consideration was given as to whether or not to issue new gate licences to allotment tenants who are accessing their plots but do not have a licence. It was decided that no new gate licences be issued until issues involving two residents of Crown Road are resolved. Letters should once again be sent to these residents and should be signed by the Chair or Vice Chair on behalf of the Parish Council. The letters should explain that if the rubbish is not removed by a certain date, then it will be disposed of by the Parish Council and the cost of the disposal passed on.
- b) The wording of the new sign to be installed at the allotments entrance was agreed to be, 'Shoreham Parish Council – Access for Shoreham Allotment Association Members Only'. One sign should be installed at the main gate of the allotments and a second on the Boakes Meadow gate. They should be printed on to an A3 board in white letters with a dark blue background.
- c) The terms of the 2018 rent demand letters were agreed to will the same as for 2017 with one exception – the sentence regarding the maintenance charge is required to be reworded as it still reads as though it has only just been introduced.
- d) It was agreed that the date for the next inspection of the allotments should be fixed at the next meeting of the Allotments Association.

6. Car Park

- a) The unsatisfactory condition of the car park due to fly tipping and poor frequency of refuse collection was discussed. Cllr Spence stated that she had spoken to John Cox, of Sevenoaks District Council and he agreed that there should never be broken glass around the bottle banks and anyone noticing this should report the matter directly to Sevenoaks District Council who will endeavour to clean it up immediately. The bottle banks are also not being emptied as frequently as they should be and this is sometimes due to the fact that the refuse vehicle cannot access the bins when there are car parks adjacent to them. John Cox confirmed that he would be happy to relocate the bins to the front of the car park but would first need to conduct a site inspection. Quite a lot of scrub would need to be cleared if the bottle banks are to be relocated to the front of the car park and it was suggested that this could be done as part of the 'Make Shoreham Shine' day. It was also agreed that the litter bin should be re-sited either next to the map, or the dog waste bin as it is quite hidden from view in its current position.

The issue of fly tipping and anti-social behaviour was also discussed and it was agreed to put up CCTV signs to try and deter people from these activities. Cllr Jeffery has some of these signs which we can put up in the car park.

Finally, the blocked drain has been looked at and the problem traced to a manhole behind the bottle banks. The manhole acts as a soak away and it is completely full with mud and silt. To pump it out will cost around £1000. It was agreed that although KCC have not accepted responsibility for this drain, the car park lease does not state that SPC are liable to pay for such work to be carried out and therefore KCC should be approached once again, via County Councillor Gough, to request them to sort the problem out.

- b) The replacement of the map in the car park was discussed and it was agreed that this could be something that the Darent Valley Landscape Partnership may be able to help with. The current map is tatty and out of date and recommends to walkers several pubs which no longer exist. Until a new map is installed, a laminated notice should be stuck onto the existing map stating which pubs no longer exist and recommending other venues such as the Honey Pot tea rooms, the Museum tea rooms and the Mount Vineyard.

7. Recreation Ground

- a) Tennis Shelter : The Clerk reported that she would be meeting with a representative from a roofing company on Wednesday 28th March to show him the shelter and to look at samples of the various materials available.

- b) Tennis Court : The following pricing structure and payment method for the hiring of the tennis court was agreed:

Children and students : Free
Adults : £5

The court should be left unlocked at all times during the day so that people can access it freely. An honesty box for payment should be left in the shop and a notice stating this should be put up on the fence of the court.

- c) Playground :

- i) The Playground Inspection Report was discussed and it was agreed that all the existing wet pour surfaces need to be treated with moss/algae killer. The moss killer has already been purchased and this is something which can be undertaken by the Community Payback team. The chains on the swings also need to be shortened and it was agreed that, subject to obtaining bolt cutters, this could be carried out as part of the 'Make Shoreham Shine' day.

- ii) A quote for refreshing the playground and replacing the see-saw with a play tractor has been received but this will be covered in the Clerk's report at the next Parish Council meeting.

8. Centenary Wood

The preparations required for opening the wood as part of the Garden Safari were agreed as follows:

- Ensure the paths are mown
- Contact William Alexander regarding the benches at Castle Farm
- Produce leaflets regarding the purpose of the woodland, the types of species and the vision for its future
- Produce a tree identification activity sheet for children
- Organise a rota for manning the gate

It was agreed that in the event of the Garden Safari not going ahead, an open day should still be organised.

Finally, the Clerk reported that one small tree had recently fallen over (perhaps caused by the snow fall) and this needs replanting. This could be done as part of the 'Make Shoreham Shine' day.

9. Shoreham Cross

The wording to appear on the lectern planned to be installed at the Cross was agreed and this should be recommended for approval at the next Parish Council meeting. Copies of the text should also be sent to the Shoreham Historical Society and the Shoreham Society for their information. It was agreed that when the A3 size lectern is eventually installed, it should be sited in front of the hawthorn bush at the foot of the steps. This will ensure it remains hidden from view when looking up to the cross from the village.

Public Question Time

There were no questions from members of the public.

Date of next meeting: Wednesday 20th June 2018

The meeting closed at 9.25 pm.

Sarah Moon, Parish Clerk