

**SHOREHAM  
PARISH  
COUNCIL**

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**AMENITIES & SERVICES COMMITTEE MINUTES**  
Wednesday 15 June 2016 at Shoreham Village Hall from 7:45pm

Present: Cllr L Spence (in the Chair)  
Cllrs R Blamey, R Inniss, M S Parkes and J Tooley

Also Present: 7 Members of the public

Clerk: Sarah Moon

1. There were no apologies for absence.
2. The minutes of the meeting of the Amenities and Services Committee held on 16<sup>th</sup> March 2016 were signed by the Chairman as an accurate record.
3. No disclosures of interest were received from Members in respect of items of business included on the agenda for the meeting.
4. Allotments
  - a) Boundary : The possibility of installing a four feet wire fence along the boundary of the allotments between numbers 6 and 20 Crown Road was discussed and this part of the meeting was opened for public debate.  
An email from a resident objecting to the installation of a fence was read out by the Clerk. One resident of Crown Road asked why such a fence is necessary, why chain link in a rural setting and why four foot high.  
Cllr Spence explained that historically gate licences were issued to allow allotment holders to access the allotments from the rear of their gardens. There are a few in Forge Way, High Street and four in Crown Road. There should be a clear boundary between the gardens and the allotments and this has been eroded so an attempt is being made to reinstate the boundary along the properties which do not have gate licences. Historically there was always a fence along the whole boundary. Then, due to the fact that some people thought they had rights of way or used it as a positive point to sell their houses, access licences were introduced. The Parish Council has also had a poor experience with an ex-tenant who had used the allotment as a dumping ground and still has made a gate even though he is no longer a plot-holder.  
The owner of number 20 Crown Road explained that his gate is sealed shut.  
As is was said that chain link fencing is not sympathetic to a rural area, other types of fencing should be looked at. For now, damaged and missing areas of fencing should be replaced and gates which no longer have licences should be blocked up.  
The Clerk was instructed to obtain brochures for various types of fencing. More detailed information as to costs and exact locations should then be reported back to the Parish Council before finally going out to consultation with the residents of Crown Road

- b) Debris : There is still evidence of debris on the allotments which has been deposited by previous tenants. This needs to be cleared. It was agreed to write to both ex-tenants informing them that the plots were still not clear and that the best course of action would be to meet them at the plots in question to decide on the best way to proceed with clearance.

5. Recreation Ground

- (a) Shelter : To discuss whether to get estimates for work to repair the roof. £1000 was spent last year getting the roof repaired and has this has since been damaged. It is estimated that it will cost a further £500 to repair it.  
A member of the public suggested that the tiles are the wrong tiles for such a structure as they are easily broken and alternative roofing materials should be considered. The Parish Council has been offered free tiles but needs advice and an estimate from roofers for alternative, more robust tiles.
- (b) Tennis Courts : To finalise the booking process for the tennis courts and to agree the charges. The suggested charges are to be £5 for adults, £1.50 for students and free for under 14s on the condition that an adult collects and returns the key. These charges were agreed by the Committee and Cllr Spence agreed to speak to shop about a book for making reservations. The condition of the court also needs to be reviewed as it is still covered in moss and may need to be cleaned professionally. Quotes to get the court cleaned should be obtained. Finally, a perspex sign outlining the charges and where to obtain the key, should be permanently affixed to the court.
- (c) Grass : Given the fact that the grass on the Recreation Ground was not cut at all during the month of May, consideration should be given as to whether to attempt to find a new contractor. The service to date has been very poor. The Village Green has not been cut at all, Forge Way only twice and the Recreation Ground once at end of April, not at all in May and once early June. As long periods of time have been left between cuts, the grass has grown too long and has become damaged following cutting. Areas around the edges of the Recreation Ground and under trees have not been strimmed at all. The Clerk was given permission to obtain new quotes to start as soon as possible.

6. Trees

- (a) To select a contractor to carry out remedial works to the trees on the Recreation Ground, which were identified as part of the tree survey carried out in December 2015 and to recommend that a resistograph test is NOT undertaken.  
Authority was given to proceed with the work and to instruct Down to Earth to do it.
- (b) To discuss the need to get quotes for the medium and low priority work identified as part of the tree survey carried out in December 2015 in order that this can be correctly accounted for when compiling the 2017/2018 budget.  
Authority was given for the Clerk to go ahead and get quotes for this work.
- (c) There is also an alder on the Village Green which needs felling. Ask Down to Earth to do this at the same time as the Recreation Ground work.

7. War Memorials

- (a) Shoreham Cross: To discuss the refurbishment of the Meenfield Cross, now that it is officially owned by Shoreham Parish Council and to decide on the benefits of re-chalking versus cleaning and painting the stones.  
A quote for £1750 to re-chalk the Cross was obtained in December 2014. This should not be very different 18 months on. Information on how to apply for grants to get this work done has been obtained however, it will be a considerable amount of time before any money is received. In the meantime, action needs to be taken immediately. It was agreed to organise

a 'Clean up the Cross' Working Party to trim, rake and weed the Cross. This shall be scheduled from 10.00am on Sunday 10<sup>th</sup> July and should be advertised in the Shoreham Post as well as on Facebook.

Once the excess vegetation has been removed, then the second phase will be to paint the stones around the edge. Volunteers have already come forward to do this.

It was also suggested that the Clerk contact Lenham Parish Council to ask how they manage to maintain their Cross, a very similar one to the Shoreham Cross.

- (b) Darenth Way War Memorial : Following a request from the British Legion that the Darenth Way War Memorial should be cleaned, to consider recommending that quotes are obtained for this work and possible sources of funding sought if appropriate. It was agreed to obtain an estimate from Burslem of Frant, specialists in the cleaning of listed buildings and memorials.

8. Village Green

To discuss how best to monitor unauthorised parking on the Village Green and to consider any action that might be taken.

It was agreed to write an article in the Shoreham Post asking residents to keep an eye open for cars parked on the Village Green and to notify the Clerk of such incidents. In the meantime the location of a 'No Parking' sign needs to be decided upon.

9. Village Hall

To recommend that the Parish Council finance the cutting of the grass outside the Village Hall.

The Committee agreed to recommend that Council look favourably on a grant application for the mowing of the Village Hall grass.

10. Family Fun Day

To discuss the provision of refreshments at the Family Fun Day on Monday 8<sup>th</sup> August and how best to advertise this event.

The day should be advertised in the Shoreham Post and Facebook as well as via the Village School. Requests for volunteers to help serve drinks should also be made via the same channels. Access to the Village Hall will be required for water.

11. District Councillor's Report

None.

12. Correspondence/Information

(a) Family Fun Day

An email has been received from Sevenoaks District Council confirming that they will hold a Family Fun Day on the Recreation Ground on Monday 8<sup>th</sup> August.

- (b) A letter has been received from Walker and Walker solicitors confirming that Shoreham Parish Council now officially own the Meenfield Cross.

The meeting closed at 9.25pm.

Public Question Time

One member of the public explained how he had witnessed confusion by visitors did not realise the Disabled Toilets were open to all. It was agreed to move the signs for gents and ladies toilets onto disabled toilet.