

Harrietsham Parish Council Environmental Committee

Minutes of the Environmental Committee Meeting held on Friday 21st August 2026 in the Parish Office commencing 13:00 pm

1. **Present** Cllr Brown (Chair), Cllr Dean, Cllr Donley, Cllr Luck, Mrs A Broadhurst (Clerk) and C Ralph (Amenity Manager).
2. **Apologies** Cllr Dayes
3. **The minutes of the last meeting**, 17th June 2026, were signed (without amendment) by Cllr Brown.
4. **Declarations of Interest**
Cllr Dean - Agenda Item 5 (Amenity Contracts - Woodlands Walk) as she lives in close proximity.
5. **Amenity Contracts**
 - **Millenium Field (Inc Garden of Remembrance & Percy Area)**
Nothing to report
 - **Glebe Field**
The height reduction is due to take place the 3rd week in September. If time allows the dead trees adjacent to Harrison Drive will also be removed. The Ash trees amongst the conifers to be reduced were discussed during a site visit and it had been agreed that these should not be cut back to reduce the risk of Ash Dieback.
 - **Medical Centre**
Nothing to report on the contract.
It was noted that the new frontage to the medical centre has been installed and prepared for the pharma-box to be delivered. The shrubs to the front of the property have not been affected by the works, as had been expected, so no amendment to the current contract will be required.
 - **Woodlands Walk**
The approved teak bench will be purchased imminently, and the contractor has been briefed to its location.
A meeting was held with Lorsdwood Tree Surgeons, and the scope of work was discussed in line with the Tree Survey. There are several dead trees which may have to be dealt with under a 5-day emergency notice. One tree on the edge of the lake will be challenging to remove. A plan of action will be agreed as to the schedule of work, and a quote will be submitted. The tree surgeon stated that this work will probably need to be completed as soon as possible, before any deterioration in the weather for health and safety reasons. The Clerk added that the quote may need to be approved over email and then ratified at the September meeting; all Councillors were in agreed with this course of action if required.

Action: Clerk & AM

The Clerk reported on an email received from a resident who offered to assist with the lake management. A response had been sent to explain the work already undertaken by the Council and they were thanked for their offer.
 - **War Memorial**
AM has confirmed with contractor who is waiting for a suitable time to install the bench due to dry weather.
 - **A20 Roadside Verges (Inc Village Green)**
Basket hangers have been removed and stream has been cut.
 - **Saxon Place field & Allotments**
Following damage to the boundary fence at the orchard a quote of £252 (+vat) had been received to replace 6 posts and to pin the fence. Councillors agreed that this should work should be undertaken.

Recommendation to Council: To replace 6 posts and to pin the fence at a cost of £252 (+vat)*

** Following the meeting further damage was found at the orchard with approximately 23 posts damaged. This was subsequently reported to Kent Police and the remedial work would need to be discussed further by the Committee.*

A quote of £490 (+vat) had been received from Brogdales for various work required in the orchard:

Pruning & Feeding £400 (+vat)

Replace Trees £90 (vat does not apply)

Recommend to Council: To approve the quote of £490 (+vat) for work required in the orchard.

- **Benches**

During the meeting with Isle Landscapes the bench by the stream was discussed and they will assess the work required to repair it to a satisfactory standard. The AM will monitor the situation.

- **Teers Meadow**

The AM reported that he had received a quote from the Medway Valley Countryside Partnership (MVCP) of £320 (+vat) for Calcareous Grassland Management. A copy of the Chalk Grassland Condition Assessment for Teers Meadow had been circulated before the meeting. Whilst the assessment was satisfactory overall, there were concerns at the level of scrub found across the site, which had increased from 25-30% to 30-35%. It had previously been agreed to maintain the scrub at around 25% for the reptile population. The report highlighted that the scrub level could not be allowed to increase further. Because of this threat there were several recommendations:

- That the land should be flail scrubbed at least every other year and possibly every year in the winter - this will help to reduce the dogwood which is becoming dominate in some areas of the meadow.
- Medway Valley Countryside Partnership (MVCP) should also be asked to cut scallops into the scrub. If this does not reduce the scrub levels the Council may need to consider felling blocks of scrub and treating the stumps with herbicide.
- Also, the scrub should have diversity of structure and be of different ages as this supports shade tolerant plants assists the reptile population. The report recommended using MVCP to coppice areas of scrub to create a mosaic of different scrub heights.
- Grazing should also continue if the owner is happy to move her cattle back onto the meadow, after them having lost weight last Autumn.
- Further assessments should be considered by the Council, including reptiles, bats, butterflies & moths, bumblebees and other invertebrates.

After discussion it was agreed that the AM would:

- Liaise with Andrew French regarding a flail scrub this winter
- Discuss the MVCP quote with them to see whether this would cover cutting the scallops after the flail cut which had been recommended.
- Discuss with MVCP the recommendation to coppice areas of the scrub for structure diversity.

ACTION: AM

Cllr Luck offered to contact the lady regarding the cattle.

ACTION: Cllr Luck

It was noted that in excess of 90 species of plant recorded with 13 new varieties and a total of 125 species having been observed.

- **Allotments**

Allotments have been sprayed and cleared and repairs carried out where necessary. The contractor will carry out the second spray and then the plots will be available for use. The AM will inform the Clerk when the plots are ready to be re-let.

ACTION: AM

6. Request for Tree of Remembrance

The new Cherry Trees have been ordered, having been approved by Full Council. The AM will liaise with the contractor in December to arrange planting. A list of existing dedicated trees has been created and will need updating with the new requests for dedication trees. **Action: AM**

7. Date of next meeting: Monday 7th September 2026 at 19:30 (Parish Office).

Meeting closed at 13:45 pm