

OPEN SPACES & ENVIRONMENT COMMITTEE

Minutes of the **OPEN SPACES AND ENVIRONMENT COMMITTEE** meeting held on **Tuesday 6th December 2022 at 7.00 p.m.** at the Southborough Civic Centre, 137 London Road Southborough, KENT TN4 0NA.

MEMBERS PRESENT: Cllrs Hill (Chair), Elliott, Kinghorn & Lane.

OFFICERS PRESENT: Carolyn Ripley (Deputy Town Clerk).

1. APOLOGIES AND REASONS FOR ABSENCE

Cllr Mrs O Kinghorn – ill health
Cllr Lewis - work commitment
Cllr Wharton – family reasons

2. DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS

None declared.

3. PUBLIC OPEN SESSION

No members of the public or press were present.

4. MINUTES

Council Members **NOTED** that the minutes of the meeting held on 5th September 2022 were **APPROVED** at Full Council on 29th September 2022.

5. INCOME AND EXPENDITURE

Council Members **APPROVED** previously supplied income and expenditure reports relating to Open Spaces for the period 1st – 30th September, 1st – 31st October 2022 and 1st – 30th November 2022.

6. CONFIDENTIAL MATTERS

It is proposed that during the consideration of the following items, the public and press shall be temporarily excluded (Standing Order 3 (c): -

“Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for other special reasons. The public’s exclusion form part or all of a meeting shall be by a resolution which shall give reasons for the public’s exclusion.”

These items are considered confidential for the following reasons (s).

Information relating to the financial and personnel affairs of the Council.

a) SOUTHBOROUGH CEMETERY & ST PETER'S CHURCHYARD – Memorial Inspections

Council Members **APPROVED** the appointment of Independent Memorial Inspections (IMI) as the contractor for forthcoming memorial safety inspections.

b) FRANK WEARE RECREATION GROUND – Play Equipment Review

Council Members **APPROVED** replacement of the Supernova unit in Frank Weare with direct supply from Kompan, and removal of old unit and reinstall of new unit by Foster Landscapes Ltd. Council Members requested a brighter colour selection for the new Supernova, so the Deputy Town Clerk advised that there may be a price difference that needs to be confirmed.

Council Members **REQUESTED** that a new quote be obtained from Foster Landscapes Ltd regarding a trim trail in Frank Weare, specifically wood trim trail option 2, to include the swinging steps instead of the twin balance beam. Council Members asked the Deputy Town Clerk to get a quote for this combination, as well as confirmation of proposed location and any safety surface required.

The Deputy Town Clerk will compile a report on both items for the Full Council agenda and meeting on Thursday 15th December 2022.

c) CHARGES – Possible Increases 2023/2024

Cemetery Charges – Council Members **AGREED** to a 5% increase in the charges made within Southborough Cemetery, with the exception of the transfer fee that will be set at £65 from 1st April 2023. There is no VAT applicable here. Members **NOTED** that a more detailed charging structure for cemetery services on parity with other burial authorities will be considered in the future.

Football Maintenance Charge – Council Members **AGREED** to a 5% increase in current annual costs from each of the Clubs towards the maintenance of the fields, before applicable VAT is added:

An increase of 5% would increase the yearly sums to:

- Southborough Football Club £760.64
- Armada £760.64
- Tunbridge Wells Youth Football Club £3556.52

Allotments – Council Members **AGREED** to a 5% increase from 1st April 2024 that would take the cost to £6.98 per rod. Members **NOTED** that allotment rent increases have to be notified to plot holders a year in advance and thus the charges for 1st April 2023 were already agreed upon last year at £6.65 per rod.

Common and Council Land Exercise Groups – Members approved a 5% increase from 1st April 2023, which will be £31.50 plus VAT.

There being no further business, the Chair thanked everyone for their attendance and closed the meeting at 7.45 p.m.

CHAIR



**Miss Carolyn Ripley
Deputy Town Clerk
7th December 2022**