

# OPEN SPACES & ENVIRONMENT COMMITTEE

Minutes of the **OPEN SPACES AND ENVIRONMENT COMMITTEE** meeting held on **Tuesday 6<sup>th</sup> June 2023 at 7.00 p.m.** at the Southborough Civic Centre, 137 London Road Southborough, KENT TN4 0NA.

---

**MEMBERS PRESENT:** Cllrs Hill, Kinghorn, Opara and Lewis

**ALSO PRESENT:** Cllr Bridges

**OFFICERS PRESENT:** Carolyn Ripley (Deputy Town Clerk)

## 1. ELECTION OF CHAIR AND DEPUTY CHAIR

Cllr Lewis was elected as Chair and Cllr Kinghorn as Deputy Chair.

## 2. APOLOGIES AND REASONS FOR ABSENCE

Cllr Elliott - holiday  
Cllr Mrs O Kinghorn – ill health  
Cllr Wharton – ill health

## 3. DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS

None declared.

## 4. PUBLIC OPEN SESSION

One member of the public was present in reference to item 7. No members of the press were present.

## 5. MINUTES

Council Members **NOTED** that there were no minutes to approve.

## 6. INCOME AND EXPENDITURE

Council Members **APPROVED** the previously supplied income and expenditure reports relating to Open Spaces for the period 1<sup>st</sup> – 30<sup>th</sup> April 2023 and **NOTED** that all reports are always a month in arrears.

## 7. FOOTPATHS ON PLAYING FIELDS ADJACENT TO YEW TREE ROAD ALLOTMENTS

Council Members **AGREED** that the Deputy Clerk should instruct the Ground Staff Team to conduct an initial investigation of the pathways on the playing fields adjacent to the Yew Tree Road Allotments, before instructing a contractor to quote for any resurfacing works.

## 8. THE RIDGEWAYE PRIVATE ROAD/ADJACENT TO PLAYING FIELDS

Council Members **REJECTED** the request from a member of the Ridgewaye Residents' Association asking if the Town Council would consider clearing a section of Town-Council owned land/vegetation located on the private road side of the playing fields hedge, so that a small pull-in area can be created to ease the passing of cars on this unadopted road.

## 9. 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) HOLDEN POND LONG-TERM PLANS

Council Members **APPROVED** the previously supplied estimate and proposal for phase one of improvement works at Holden Pond.

### b) KENT HIGH WEALD PROJECT - SOUTHBOROUGH COMMON MANAGEMENT PLAN

Council Members **APPROVED** the practical winter work programme and associated administration only (8 sessions).

### c) QUINQUENNIAL FULL TREE SURVEY INSPECTION – WORKS NEEDED

Council Members **APPROVED** all tree works/costs included in the tree survey and **AGREED** that more regular surveying in future is the best way forward in terms of budgets and safety.

### d) SOUTHBOROUGH CEMETERY – MAINTENANCE

Council Members **AGREED** to keep cemetery maintenance in-house at present and asked the Deputy Town Clerk to contact local colleges if additional Grounds Staff are not appointed through the ongoing job advertisement.

### e) SOUTHBOROUGH COMMON, SOUTH OF FRANCE – PATHWAYS

Council Members **REJECTED** the previously supplied email request from a resident asking for the creation of a new pathway on Southborough Common, from the houses on the South of France area of Southborough Common leading up to Church Road.

### f) GROUND STAFF TEAM - NEW RIDE-ON MOWER

Council Members **NOTED** the previously supplied quotes and asked the Deputy Town Clerk to clarify the figures on one quote, as well as ask the Head Groundsman for his recommendation before putting the matter to Council Members again at either Finance & General Purposes or Full Council, as feasible.

**There being no further business, the Chair thanked everyone for their attendance and closed the meeting at 8.27 p.m.**

**CHAIR**

**Miss Carolyn Ripley  
Deputy Town Clerk  
7<sup>th</sup> June 2023**