



Notice is hereby given that a meeting of the **Allotments, Playing Fields and Open Spaces Committee** will be held at Russell House commencing at **7.00 pm** on **Monday 12th September 2022** to transact the under mentioned business which Councillors are summoned to attend.

Mrs Deborah Rogers, Deputy Clerk

Membership of Committee

Chairman: Dr J Lord, Mr C Pither, Mr N Robson, Mr K Thompson and Mr C Elsdon-Wortley

Open Forum

The first ten minutes of the meeting are available for members of the public and the press to raise any issues with the Committee. If there are no members of the public present at 7.00pm the meeting will commence.

AGENDA

1. Apologies for absence

Please inform the Clerk if you are unable to attend.

2. Declarations of interest

To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.

3. Minutes of the meeting

Minutes of the meeting held on the 16h May 2022 were approved at Full Council on the 23rd May 2022 Annexed

4. Information items arising

From the minutes of the previous meeting and not dealt with elsewhere on the agenda.

5. Clerk's Report

For information

To follow

6. Finance

6.1 To receive the APFOS Financial statement up to 31 August 2022

Annexed

7. Allotment Sites

7.1 Outcome of the Annual allotment competition

Annexed

Russell House, Market Square,
Westerham, Kent TN16 1RB
Tel 01959 562147

Email office@westerhamtowncouncil.gov.uk

7.2 Review of Allotment rent for 2023/24	
7.3 Legionnaires review	
7.4 Oak Tree – Farley Allotment	Annexed
8. King George's Field	
8.1 Update on KGF redevelopment project – for information only	Annexed
8.2 Update on memorial bench	
9. Open Spaces	
9.1 Maintenance programme for the Green	
9.2 Review of usage of the Green	
9.3 Benches on the Green	
9.4 Applications for events	
9.5 Consider transfer of three Planters in High Street from Westerham Society	
9.6 Annual review of APFOS risk assessments	
9.7 Visual Inspections	
10. Climate Change/Environmental & Bio Diversity	
10.1 Update on APFOS Action Plan	to follow
10.2 Wilder Kent Awards - Silver winner	Circulated
10.3 Prevent Plastic Pollution Project – River Darent	Circulated
11. Public Rights of Way	
None.	
12. Correspondence	
12.1 Sevenoaks Greensand Commons task days – for information	Circulated
12.2 Kent's Plan Bee July & August Newsletter – for information	Circulated
13. Reports from Councillors	
14. TN16, Edenbridge Magazine & web-site	
15. Matters for District and County Councillors	
16. Further matters for consideration at the next meeting	
16.1 Proposed budget for 2023/24	
17. Date of Next Meeting – Monday 7th November 2022	

Members of the public

If you have any COVID symptoms then you are advised not to attend any meetings until after a safe quarantine period has elapsed or a negative test result has been obtained. Please contact the Clerk in the event of developing Covid-19 after a recent meeting on WTC premises so that all other attendees can be informed of the situation and advised to self-isolate.