



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 7th November 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 5th October 2022 were approved at Full Council on the 10th October 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 30 September 2022

Annexed

6.2 To consider draft budget 2023/24

Annexed

6.3 Allotment Reserves

7. Allotment Sites

7.1 Update on rent renewals

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

Email office@westerhamtowncouncil.gov.uk

- 7.2 Update on Legionnaires review at allotment sites
- 7.3 Update on Oak Tree – Farley Allotment
- 7.4 Leak at Farley Allotment site Annexed
- 7.5 Review of allotment tenancy agreement document Annexed
- Chickens on allotments
 - Bees
- 8. King George's Field**
- 8.1 Update on KGF redevelopment project – for information only to follow
- 8.2 RoSPA Health & Safety inspection report – for information circulated
- 9. Open Spaces**
- 9.1 Update on Maintenance programme for the Green
- 9.2 Update on review of usage of the Green
- 9.3 Update on Car Parking Project
- 9.4 Parking on Grass verges
- 9.5 Update on planting at planter in Quebec Square
- 9.6 Review of treatments to hard surfaces
- 9.7 Events on our land
- Westerham Horticultural Society pumpkin event, The Green – 31.10.22
 - Carols on The Green - 04.12.22
- 9.8 Update on transfer of 3 planters
- 10. Climate Change/Environmental & Bio Diversity**
- 10.1 Update on APFOS Action Plan
- 10.2 Wilder Kent Awards update
- 11. Public Rights of Way**
- None.
- 12. Correspondence**
- 12.1 Sevenoaks Greensand Commons task days – for information Circulated
- 12.2 Kent's Plan Bee September 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**
- 17. Date of Next Meeting – Monday 16th January 2023**