



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 16th January 2023** 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 7th November 2022 were approved at Full Council on the 5th December 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 December 2022 Annexed

7. Allotment Sites

7.1 Update on rent renewals

7.2 Update on Legionnaires review at allotment sites Annexed

Russell House, Market Square,
Westerham, Kent TN16 1RB
Tel 01959 562147
Email office@westerhamtowncouncil.gov.uk

8. King George's Field

8.1 Update on KGF redevelopment project

Annexed

9. Open Spaces

9.1 Update on Maintenance programme for the Green

9.2 Review of seating units on The Green

Annexed

9.3 Update on Car Parking Project – Costells Meadow

9.4 Parking on grass verges update

9.5 Update on planting at planter in Quebec Square

9.6 Visual Inspection reports

9.7 Review of tender contract renewals -

hanging baskets, garden maintenance and tree works

10. Climate Change/Environmental & Bio Diversity

10.1 APFOS Action Plan – update

Annexed

10.2 Wilder Kent Awards 2023 submission – Closing date 31 May

- Review responses from green postcard

Annexed

10.3 Sevenoaks Greensand Commons Project update

Annexed

11. Public Rights of Way

None.

12. Correspondence

12.1 Sevenoaks Greensand Commons task days – for information

Circulated

12.2 Kent's Plan Bee December Newsletter – for information

Circulated

12.3 Westerham Swifts 2022 update

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 6th March 2023