



YOU ARE SUMMONED TO ATTEND THE MEETING OF  
THE **AMENITIES COMMITTEE ON WEDNESDAY 11<sup>TH</sup>**  
**SEPTEMBER 2019** AT 19.30 IN THE **GIBSON SUITE** AT THE KINGS  
HILL COMMUNITY CENTRE

**Members of the Public and Press are welcome to attend**

Signed: *Julie Miller* Date of 5<sup>th</sup> September  
Clerk and Proper Officer Issue: 2019  
Members Cllr M Colman (Chair), Cllr S Barker, Cllr A Board, Cllr A Petty, Cllr D Waller  
Substitutes

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Kings Hill Parish Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

## Agenda

1. **To receive and accept Apologies for Absence**
2. **To receive Declarations of Interest & Lobbying**
3. **Minutes – to receive and approve for signature the minutes of the meetings held on 10<sup>th</sup> July 2019 and the Events Committee Minutes held on 15<sup>th</sup> April 2019 and 23<sup>rd</sup> January 2019. (Pages 1-9)**
4. **Chairman's Announcements** – to receive announcements
5. **Public Participation Session** – In accordance with Standing Order 3e the meeting will be adjourned for ten minutes to allow members of the public to address the meeting. Members of the public shall not speak for more than three minutes, a question shall not require a response nor start a debate on the question. The chairman may direct that a written or oral response be given.

## Open Spaces

6. **Allotments**
  - 6.1. To note report being prepared regarding consent requests for fruit cage, cold frames and raised beds.
  - 6.2. To consider report on drainage proposals for allotment site. (pages 11-16)
  - 6.3. To consider policy for communal shed usage and maintenance. (Pages 17)
  - 6.4. To consider location for memorial bench
  - 6.5. To consider request for greenhouse
7. **Play Areas**
  - 7.1. To receive a further update on the progress for the design and build project for Anson Avenue.
  - 7.2. To consider investigating an outdoor gym for Anson Avenue.
  - 7.3. To discuss email from the Lords Walk Residents Association regarding a noticeboard and a new bin to be located at the Anson Avenue Play Area.
8. **To consider resident's email in relation to a swimming pool on Kings Hill and agree actions. (Page 19)**

## Finance

9. **Finance**
  - 9.1. To receive financial statements for review and comment. (to follow)

## Community Centre

### **10. Operations Report (pages 21-25)**

- 10.1. To consider approval of a contractor to undertake the waste contract.
- 10.2. To note the Halloween Event.
- 10.3. To discuss the quotation from Liberty Property Trust regarding the replacement of bollards in the Community Centre car park and agree actions.
- 10.4. To consider the installation of an induction loop at the Community Centre at a maximum cost of £3,000 to be accounted for in next year's budget.

### **11. S106 Extension**

- 11.1. To receive update on planning application
- 11.2. To consider remodelling of office space and discuss preliminary works plan.

### **12. To consider VE day celebrations**

### **13. To consider Big Lunch 2020**

## Sports Park

### **14. TM/19/01621/FL - Sports Park, Beacon Avenue, Kings Hill**

- 14.1. To report application to be considered at Full Council

**Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be asked to leave the meeting during consideration of item 15-18**

### **15. Operations Report (pages 27-31)**

- 15.1. To note and agree the Catering Supervisor agency fee.
- 15.2. To note off peak hire June-August 2019.
- 15.3. To note new hire for 2019-2020.
- 15.4. To note The Kings Hill Sports Park Santa Run 2019.
- 15.5. To note the Sports Bar- under new management.
- 15.6. To consider letter from hirer.
- 15.7. To consider reducing the invoice payment terms.
- 15.8. To consider introducing a late payment charge.
- 15.9. To consider limiting Pitch 1 bookings.

### **16. To consider Sports Park marketing initiatives.**

### **17. To note that Liberty Property Trust are dealing with the water tank licence to alter**

### **18. To note that Liberty Property Trust are dealing with latent defects in the changing rooms.**

### **19. To report external meetings with representatives of the Amenities Committee**

### **20. Correspondence and matters for information – see appendix 1**

### **21. Questions from Committee Members and future agenda items**

## Appendix 1

### **To report Correspondence and matters for information**

- 1. There were none.