

**To Councillors: J Aldridge, A Baker (Chairwoman), S Compton, M Gemmell Smith (Vice-Chairman), A Layland, N Martindale, S McGregor, A Read, J Streets, S Sumner.**

Notice is hereby given of an Open Spaces Meeting to be held in Rickards Hall on 6 November 2023 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk  
1 November 2023

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

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## Agenda

- 1 Apologies for Absence**
- 2 Declarations of Interests, or Predeterminations**
- 3 Public Questions**
- 4 To Receive and Sign Minutes of The Open Spaces Committee 18 September 2023-018/1-xx**
- 5 To Receive the Financial Budget Comparison for Open Spaces (codes 300s/3000s) up to 31 October 2023**
- 6 To receive a report and ratify recent Operational Decisions for Open Spaces Activity Operational decisions for ratification**
- 7 To receive the Head Groundsman's Report**
  - 7.1 To consider improvement to the existing soil storage area in the cemetery creating a concrete base area, expenditure to achieve this of up to £1,000
  - 7.2 To approve the expenditure for a new brush cutter machine up to £600
- 8 Open Spaces Business**
  - 8.1 To receive the Burial Report
  - 8.2 To receive an update on Memorials in cemeteries which are not compliant with the Cemetery Regulations and Rules
    - 8.2.1 To receive a request to permit the extended memorial area to allow for kerb stone area with decorative stone shingle at a grave plot
  - 8.3 To confirm wording amendments to the Cemetery Regulations & Rule Book Memorials section (21) to provide clarity to the current rules
  - 8.4 Allotment matters
  - 8.5 To receive an update on the Annual Works programme and other approved works
  - 8.6 Kent FA Grass Pitch Maintenance Fund - To receive an update on funding application
    - 8.6.1 Training: To approve the expenditure of £230 for the groundstaff members to complete the online Level 1 Football Grounds Maintenance qualification
  - 8.7 Winter Maintenance plan
  - 8.8 To review annual subscriptions to Open Spaces organisations
    - 8.8.1 Open Spaces Society Membership renewal £45
    - 8.8.2 Kent County Playing Fields Association £40

8.9 For information only: To receive an update on other open spaces matters

- 9 Byelaws update: To note the revised and updated byelaws for the Council's open spaces and car parks are to be submitted to the DLUHC for confirmation and approval**
- 10 Dogs on leads consultation: To receive feedback from the recent consultation and consider how Committee wants to proceed**
- 11 To confirm the proposed replacement columns for 2024-25 and to advise the budget for 2024-25**
- 12 To confirm budget recommendations for 2024-25**
- 13 Date of next meeting - 12 February 2024 (EOY review)**