Harrietsham Parish Council
Environmental Committee

Minutes of the Environmental Committee Meeting held on Wednesday 17th June 2026 in the Parish Office commencing 11:00 am

1. **Present**
   Cllr Brown (Chair), Cllr Dean, Cllr Dayes, Cllr Luck, Co-Opted Mrs S Amos, Mrs A Broadhurst (Clerk) and C Ralph (Amenity Manager - AM).

2. **Apologies**
   Cllr Dayes

3. **The minutes of the last meeting**, held on 9th March 2026, were signed (without amendment) by Cllr Brown.

4. **Declarations of Interest – None.**

5. **Amenity Contracts**
   - **Millenium Field (Inc Garden of Remembrance & Percy Area)**
     Nothing to report. AM confirmed that the area around Percy, on the Pilgrims Way, has now been cut back.

   - **Glebe Field**
     Nothing to report. Tree height reduction to take place in Autumn.

   - **Medical Centre**
     Nothing to report. Cllr Dean reported that Sycamore saplings need to be removed from the hedge bordering the medical centre. AM to liaise with contractor. **ACTION: AM**

   - **Woodlands Walk**
     The Clerk reported that ivy needed to be cut back from two trees in The Shaws. There had been discussion with the contractor as the area did not appear to have been routinely monitored. Having checked the contract, the wording could be misconstrued, and it was agreed that this would need to be revisited when the contracts come up for renewal. The contractor confirmed they will arrange for the work to be completed.
     The Clerk updated all present on the tree survey which had been completed and will circulate details of the work to be considered. Mrs Broadhurst will contact the tree surgeon to see whether he can submit TPO applications to MBC, otherwise another contract would be required for this work. Cllr Dean added that she can provide details of a contractor if needed. **ACTION: Clerk**
     The Clerk reported on the options for the replacement bench. It was agreed that Full Council would decide on whether to purchase a Teak or Composite replacement.
     The recent vandalism around the lake was noted. Padlocks have been added to the sluice gate covers and Cllr Donley had replaced the life ring rope. AM added that the bin in the entrance to Woodlands Walk had been replaced by MBC.
     The Clerk was asked to write to a resident regarding an overhanging tree from a neighbouring property. **ACTION: Clerk**
     The overgrown hedge in Church Road will be reported to KCC Highways. **ACTION: Clerk**

     <u>Recommend to Council</u>: **To approve the purchase of a replacement Teak or Composite bench for Woodlands Walk.**

   - **War Memorial**
     The new bench has been purchased and the AM will confirm the timeframe for installation with the contractor. **ACTION: AM**

   - **A20 Roadside Verges (Inc Village Green)**
     Following refurbishment of the village sign, it was noted that the basket hangers are bent. Cllr Donley will arrange their removal. ACTION: Cllr Donley
     The vegetation within the stream has not yet been cut back and AM offered to liaise with the

contractor, as this should have been completed in May. The amenity contract was referred to and Councillors felt that an additional cut in late July is also required, as 2 cuts a year is not enough. **ACTION: AM**

It was noted that the bench by the stream is not being maintained. AM to check whether it is one of the benches included within the contract and liaise with the contractor. **ACTION: AM**

Recommendation to Council: To include an additional cut to vegetation in the stream (West Street Green area) in late July.

- **Saxon Place field & Allotments**
  The fence around the Community Orchard is damaged. AM will obtain a quotation for the necessary repair. **ACTION: AM**
  Cllr Dean queried when Brogdale are due to inspect the Community Orchard. AM will contact them to discuss further. **ACTION: AM**

- **Benches**
  Nothing to report that hadn't been covered above.

6. **Teers Meadow**
   AM reported that he had met with Mike Phillips (Whitehorse Ecology) who has quoted £200 to complete a botanical survey and condition assessment. Councillors agreed that these should be completed.
   It was noted that the Community Payback Scheme could assist with cutting back the scrub regrowth however, after discussion, Councillors felt that the work should be undertaken by someone with environmental knowledge. The AM will liaise with Andrew French to see when the next cut is due to take place. **ACTION: AM**

   Recommendation to Council: To approve Whitehorse Ecology completing a botanical survey and condition assessment in Teers Meadow at a cost of £200.

7. **Allotments**
   The vacant allotments have received their first spray treatment and will be cleared before assessing whether a second treatment is required. It was noted that there may not be sufficient residents on the waiting list to take over all vacant plots.
   The outstanding allotment charge was discussed. Whilst the tenant has contacted the Clerk following notification from the Small Claims Court, no further payment has been received to date.

8. **Request for Tree of Remembrance**
   The Clerk reported that a request had been received for a Tree of Remembrance in Millennium Field. Concerns were raised that there is not a complete record of previously dedicated trees. It was noted that some cherry trees do not have plaques, although all have been dedicated. A list of names had been found of trees which had been dedicated historically (pre-2007) however there is no record of where these trees are located. After discussion it was agreed that 5-6 new Pink Blossom Cherry Trees should be planted for future dedications, to ensure that the same tree is not allocated twice. The AM will check whether the area chosen can facilitate 5 or 6 trees. **ACTION: AM**
   The Clerk was asked to create a Remembrance Tree Policy to ensure plaques are installed within three months of an invoice being raised, to avoid any future confusion. **ACTION: Clerk**
   It was also agreed that a plan of existing dedicated trees and plaque details should be produced for future reference. **ACTION: AM**

   Recommendation to Council: To purchase 5-6 Pink Blossom Cherry Trees to plant in Millennium Field.

9. **Date of next meeting**
   TBC

   Meeting closed at 12:10pm