

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 02 JULY 2018 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present
Mr P Stevens
Ms M Stacpoole
Mrs L Javens
Mr N Stapleton
Miss G Barkham

Co-opted Members:
Rev D Green
Mrs C Medhurst

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)
Mr J Collins – employee of West Malling Parish Council
Two residents of Norman Road
Two representatives from the Allotment Society

Minute		Action by	Action	Response
18/380	<u>APOLOGIES FOR ABSENCE</u> were received from Mrs Y Smyth, Mr M Doyle, Ms I Macdonald and Mr J Musker			
18/381	<u>DECLARATIONS OF INTEREST –</u> Mr Stevens and Mrs Javens declared an interest in [386.1] Mr Stevens has relatives living close to the area and Mrs Javens lives on the boundary of the playing fields. Mr Jonas declared an interest in [386.1] as he is a builder/contractor and carries out maintenance work for Mereworth Parish Council.			
18/382	<u>MINUTES</u> - after an amendment to [18/336] being solar panels are not beneficial to this hall as there are no water tanks and the Clerk will be in talks with a member of the VHMC to assist with the website the Minutes of the meeting held on Monday 11 June 2018 were approved and signed.			
18/383	<u>MATTERS ARISING</u> [18/330] David Green gave his report, as follows: <ul style="list-style-type: none"> Day Tree Fellers had arranged to look at the possible honey fungus but upon their arrival the grass maintenance contractor had cut it back. They will revisit when the fungus has regrown. The public notice period for the Faculty permission for works to the War Memorial has now expired and it will go to the Diocesan for approval. £4811.00 has been raised, so far, towards the works. St Mary's Church support the There, but not there. Faculty permission will not be necessary as it is not a permanent structure. A request has been received from a resident of Churchfields for clearance of the 	SH	✓	

	<p>brambles/ivy along the boundary wall with their property. It is currently obscuring windows and getting under window seals. The contractor should be made aware that there maybe one or two headstones hidden under the overgrowth and a level of care will be required to avoid damage to those stones.</p> <ul style="list-style-type: none"> The pollarded trees on the main footpath have burst outwards rather than upwards and there is significant epicormic growth. Rev David Green thanked Mr Stapleton for tending the War Memorial garden. <p>The Assistant Clerk to instruct Turfsoil to cut back the ivy/brambles on the Churchyard wall and to remove the epicormic growth from the pollarded trees.</p> <p>[18/339] The Assistant Clerk was asked if cost of a tree guard had been obtained. She said she was awaiting details from Four Seasons.</p>			
	Rev David Green left the meeting at 7.43p.m.			
18/384	<u>ALLOTMENTS</u>			
	<p><u>Report by West Malling Parish Council and Ryarsh Lane Allotment Society</u></p> <p>It was noted that Mrs Barkham and the Allotment Society had carried out inspections on the allotments and were presented to the meeting, as follows:</p> <ul style="list-style-type: none"> 1A – vacant. Weed killed but to be covered 2 – vacant 4 – weeds on area near top not controlled 6 – less than 75% cultivated and weeds not controlled. To monitor 13 – uncovered pond. To seek guidance regarding covering 18B – vacant. Weed killed but to be covered 29A – Less than 75% cultivated, weeds not controlled, fruit trees unmanaged and hedges not maintained. The Assistant Clerk said that the tenant was receiving help with the plot from a relative. To monitor 29B – Less than 75% cultivated, weeds not controlled, fruit trees unmanaged, hedges and grass not maintained. First letter to be sent. <p>The Assistant Clerk to chase the covering of the plots 1A and 18B.</p> <p>A letter to be sent to all tenants to regarding responsibility of cutting the internal hedge top and bottom.</p> <p>Tenant of plot 18B has now vacated. A deposit of £25.00 is held. The tenant has stated that they wish the Parish Council to keep the deposit to help towards clearance of the plot. £25.00 to be moved from safeguarded sums to allotment budget.</p> <p>There is some confusion as to which plot has use of the shed at the top of plots 29A/B. The Assistant Clerk to speak with both tenants.</p> <p>Discussion took place regarding the allocation of plots to people outside of West Malling. The Assistant Clerk to look into suitable wording to allow plots to be let with priority being given to residents of West Malling.</p>	SH	✓	
384.1	<p><u>Compost Toilet</u></p> <p>The Assistant Clerk reported that she had received a quotation from NatSol to provide a full access compost toilet with a timber building for the sum of £6960.00 + VAT. NatSol do not carry out the installation. This can be carried out by an approved installer at an additional cost.</p> <p>A reply had been received from TMBC confirming that planning permission will not be required. They suggest it be sited away from properties as one of the main issues associated with compost toilets appears to be odour. They recommend that a written maintenance regime is adhered to.</p>			

	It was agreed to discuss this at budget time.									
384.2	<p><u>Amendment to Clause 4(c)</u></p> <p>Discussion took place regarding an amendment to clause 4(c) of the tenancy agreement, as follows:</p> <p>“No livestock, bees or poultry of any kind shall be kept upon the allotment”.</p> <p>The amendment was agreed to take effect in November 2019. Notice being given in November 2018. To be referred to Full Council.</p>									
	The two representatives from the Allotment Society left the meeting at 8.15p.m.									
18/385	<p><u>MACEY'S MEADOW</u></p> <p>The Assistant Clerk reported that the hedge along Norman Road will be having a light hand cut on Friday 13 July 2018. Residents living opposite the hedge will be informed. Permission has been granted by KCC.</p> <p>It was noted that a quotation had been received from Tonbridge Fencing to supply and erect 1 3.6m wide metal field gate at 1.2m and 1 kissing gate set. To consist of metal posts let into the ground and surrounded by concrete. Kissing gate posts to be let into the ground and surrounded by concrete. Both items will fill the gap of 4.8m. For the sum of £1415.00 + VAT.</p> <p>After discussion it was agreed that this be referred to Full Council for approval as there is no budget for this work. Details to be sent to the cricket club for their comments.</p> <p>Mr Doyle said that hay baler works well.</p>									
18/386	<u>PLAYING FIELD</u>									
386.1	<p><u>Additional Security of the Car Park</u></p> <p>It was noted that three quotations have been received for additional security at the playing fields/village hall, as follows:</p> <table border="0"> <tr> <td>Tonbridge Fencing</td> <td>£7911.00 + VAT</td> </tr> <tr> <td>Meopham Fencing</td> <td>£7777.02 + VAT</td> </tr> <tr> <td>Jacksons Fencing</td> <td>£10999.72 + VAT</td> </tr> </table> <p>It was felt that the quotes were not consistent and amendments and clarifications need to be made.</p> <p>It was agreed that Jacksons Fencing quotation not be considered as expensive.</p> <p>The Assistant Clerk was asked to contact Tonbridge and Meopham Fencing for revised quotations and pictures of the height barrier, fencing and kissing gate proposed.</p> <p>The Assistant Clerk to contact Gallaghers for cost of keeping the stone boulders and resiting on strip of grass at the entrance.</p> <p>To be referred to Full Council for discussion.</p>	Tonbridge Fencing	£7911.00 + VAT	Meopham Fencing	£7777.02 + VAT	Jacksons Fencing	£10999.72 + VAT	SH	✓	
Tonbridge Fencing	£7911.00 + VAT									
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Jacksons Fencing	£10999.72 + VAT									
	Residents of Norman Road left the meeting at 8.55p.m.									
18/387	<p><u>CRICKET MEADOW</u></p> <p>The dog bin has not been relocated. The Assistant Clerk to chase.</p>	SH	✓							

18/388	<u>BALL PARK</u> It was noted a quotation had been received, from Day Tree Fellers, for the removal of the two cherry trees at the entrance of the ball park for the sum of £200.00 + VAT. It was agreed to accept the quotation. The school to be informed of the decision to remove the trees. Planning permission is required as in a Conservation Area.	SH	✓	
18/389	<u>VILLAGE HALL</u> There was not anything to report.			
18/390	<u>PUBLIC RIGHTS OF WAY</u>			
390.1	<u>Footpath Clearance</u> It was noted that a reply had been received from KCC regarding footpath clearance, as follows: “Unfortunately we have been having a lot of issues with our clearance contract. KCC’s procurement team wanted to improve our contract so they overhauled it over the winter. Sadly this had many delays and issues which put everything very far behind schedule. We then thought it had got going (eventually), however the contractor has been struggling with it, delay it even further. It wasn’t just the contractor in T&M, the overhaul has led to issues all over the county and in some areas we have already had to dismiss contractors, leading to concerns that they won’t be cut at all. We are doing our best to salvage the situation in Tonbridge & Malling. At this time I have no real useful information as to when they will be cut, which is something I have had to say far to month the last couple of months! We are led to believe within a month, however previous information had been inaccurate. I can only apologise for the poor level of service” It was agreed that a letter be sent to Mrs Dean, as KCC Member, to say we understand this is the position but we do not think this is acceptable. Can she look into this as a matter of urgency.	SH		
18/391	<u>FINANCE</u>			
391.1	<u>Budget Statement</u> Budget statements were circulated to Members.			
391.2	<u>Accounts for Payment and Cheques for Signature</u> Accounts for payment - £1072.22 were approved – see attached.			
18/392	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> Mr Doyle said he felt the lime tree on the cricket meadow requires a tree guard. The Assistant Clerk to obtain a quote from Four Seasons	SH	✓	
	<u>Date of Next Meeting</u> – Monday 23 August 2018 (concentrating on Churchyard)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 9.20 p.m.			

	Signed.....	Date.....		
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West Malling Parish Council

Accounts for Payment 2nd July 2018

	cheques to be	drawn
ELM Header Account (cheque 5495)		
Twitch - Water costs 1/5/15 - 30/4/18		£ 121.46
Twitch - Electricity 1/11/15 - 30/4/18		£ 852.60
Twitch - Insurance 1/5/17 - 30/4/18		£ 98.16
TOTAL	£ 1,072.22	