

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 12 NOVEMBER 2018 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present **Mr N Stapleton (Chairman)**
 Mrs L Javens
 Miss G Barkham
 Ms Stacpoole
 Mrs Y Smyth
 Mrs C Medhurst

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)
One Resident

Minute		Action by	Action	Response
18/630	<u>APOLOGIES FOR ABSENCE</u> were received from Mr P Stevens, Mr M Doyle and Ms I Macdonald, Rev D Green and Mr J Musker			
18/631	<u>DECLARATIONS OF INTEREST</u> – none other than those routinely declared.			
18/632	<u>MINUTES</u> - the Minutes of the meeting held on Monday 8 October 2018 were approved and signed.			
18/633	<p><u>MATTERS ARISING</u></p> <p>(18/573.1) Miss Barkham said how lovely the War Memorial looked. She thanked Mr Stapleton for the planting of the surrounding garden.</p> <p><u>Outcome of Tenders</u></p> <p>It was noted that two Tenders had been received, Gavin Jones and Four Seasons, and two no quotes. Appendix 1.</p> <p>After discussion it was agreed that Gavin Jones be awarded the Tender for the Churchyard, all the grass cutting and marking out at the Norman Road Playing Fields and the cutting of the Village Green. Four Seasons to be awarded with the hedge cutting at the Norman Road Playing Fields, Macey’s Meadow, the Allotments and the Cricket Meadow.</p> <p>All decisions subject to the approval of F&GP.</p>			
18/634	<p><u>ALLOTMENTS</u></p> <p>The Assistant Clerk reported that the hedge, Ryarsh Lane side, had been cut and looked very good. The cricket meadow side will be cut on Friday 16 November 2018.</p>			

18/635	<p><u>MACEY'S MEADOW</u></p> <p>The Assistant Clerk reported that she had obtained a quote from TMBC for the installation of a dog waste bin to the rear of the pavilion/boundary of Macey's Meadow. Aylesford Parish Council are removing some of their bins so the Parish Council can have a bin free of charge. The cost of installation is £98.00. To be put into the budget for 2019/20.</p> <p>Ms Stacpoole said that the dog waste bin at the entrance to Macey's Meadow opposite Alma Road was very unpleasant during the hot weather. The Assistant Clerk to obtain quotes for moving the bin further into the meadow.</p>	SH		
18/636	<p><u>PLAYING FIELD</u></p> <p>It was noted that the quarterly play equipment inspection had been carried out. The lower fixing on the cross chain walk and four top fixings on the log walk need replacing. The Assistant Clerk reported that she had obtained a quotation for their replacement for the sum of £400.00 + VAT. It was agreed that this be accepted.</p> <p>It was noted that a quotation had been received for the completion of the fencing, with replacement gate, along the boundary of the children's play area to the playing fields for the sum of £3820.00 + VAT. It was agreed to include this in the budget for 2019/20.</p>	SH	✓	
18/637	<p><u>CRICKET MEADOW</u></p> <p>It was noted that a quotation had been received for additional security measures along the boundary from Age Concern to the barrier at the entrance to the Cricket Meadow, as follows:</p> <p>To take out and clear existing barriers. To supply and erect approx. 75m of 1.1m high vertical bar railings and a 4.4m wide barrier. Bow top to consist of 18mm diameter bars fitted on 50x50 section posts which are let into the ground and surrounded by concrete. Barrier to be warden style 1.1m high posts to be let into the ground and surrounded by concrete for the sum of £10141.00 + VAT. It was agreed to include this in the budget for 2019/20.</p>	SH	✓	
18/638	<p><u>BALL PARK</u></p> <p>Mr Stapleton reported that the cherry trees are to be removed on Monday 19 November 2018.</p> <p>The Assistant Clerk to chase the replacement bench.</p>	SH	✓	
18/639	<p><u>VILLAGE HALL</u></p> <p>It was noted that the village hall sign has not yet been replaced. Details of design awaited.</p>			
18/640	<p><u>VILLAGE GREEN</u></p> <p>There was not anything to report.</p>			
18/641	<p><u>RECYCLING/WASTE SERVICES</u></p>			
641.1	<p><u>Autumn Litter Pick</u></p> <p>The autumn litter pick was a success. 15 volunteers helped with collecting rubbish around the parish. It was suggested that there be two litter bag drop off points and that the autumn pick take place in September.</p>			
641.2	<p><u>New Waste Service</u></p> <p>It was noted that TMBC have awarded an eight year contract for a new recycling and</p>	SH	✓	

	<p>waste collection and street cleansing service to Urbaser Ltd, a resource and waste management company. The new contract will start on 1 March 2019. Initially services will continue as normal. There are significant logistical arrangements required to introduce the new improved recycling service and the contract specifically provides for a bedding in period of a number of months. As part of the communication plan TMBC will be happy to attend a Parish meeting, next year, in the run up to the launch of the new service to present how the new recycling collections will operate.</p> <p>It was agreed to refer this to Full Council with a view to inviting them to the Annual Parish Meeting.</p>			
641.3	<p><u>Recycling Bins – Car Park rear of Tesco</u></p> <p>Mrs Smyth reported on the overflowing recycling bins in the car park to the rear of Tesco. On many occasions it has not been possible to recycle.</p> <p>The Assistant Clerk said that this has been reported to TMBC and that they are currently experiencing problems with a vehicle. It is off road and awaiting extensive repairs. They are sharing one vehicle with Tunbridge Wells Borough Council. They have managed to hire a vehicle from a neighbouring authority but the working days are yet to be confirmed. The street cleansing vehicle has been instructed to attend the sites and the clear the glass as necessary to ensure the sites are left clean and tidy.</p> <p>Discussion took place regarding the need to have the recycle bins emptied on a regular basis. Miss Barkham said she would speak with TMBC and request a timetable.</p>	GB	✓	
18/642	<p><u>PUBLIC RIGHTS OF WAY</u></p>			
	<p><u>Proposed Diversion of Footpath MR136, West Malling</u></p> <p>It was noted that a proposal to divert part of PROW MR136 at Fern Cottage, Brickfields had been received. Detailed comments had been omitted, these are awaited. It was agreed to defer Full Council in December.</p>	SH	✓	
18/643	<p><u>FINANCE</u></p>			
	<p><u>Consideration of Budget for 2019/20</u></p> <p>Discussion took place regarding the draft budget for 2019/20. Tender figures for grass cutting and strimming of the playing fields, churchyard, village green and cricket meadow and hedge cutting in the playing fields, cricket meadow, Macey's Meadow and the allotments were included in the draft (subject to approval of F&GP).</p> <p>Costs had been obtained for tree surveys, as follows:</p> <ul style="list-style-type: none"> • St Mary's Churchyard - £257.50 • Children's Playing Field - £142.50 • Cricket Meadow/Ball Park - £65.00 <p>It was agreed to include this in the draft budget.</p> <p>Cost of fencing , £3820.00 + VAT, for the children's play area and £10141.00 + VAT was included in the draft budget.</p> <p>£250.00 was included for a waste bin in the children's play area.</p> <p>£200.00 was included for new tennis nets.</p> <p>Discussion took place regarding the annual contribution to the VHMC. Members felt that there should be a reduction in the contribution. It was agreed that this be referred to Full Council, as an agenda item, for further discussion.</p>			

	Provisional budgets appended to the minutes (appendix 2)			
18/644	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>Ms Stacpoole asked if there was any further information regarding the installation of the seat, which has kindly been donated by the Lionesses, for Macey's Meadow. The Assistant Clerk said she would speak to the Clerk.</p> <p>Miss Barkham said there was a need for a further wall bin outside The Farmhouse, High Street. The Assistant Clerk to refer this to TMBC.</p> <p>Mrs Medhurst said that the road closure signs for Remembrance Sunday were still in situ. KCC to be asked to remove them.</p> <p>Mr Collins said that the thread on the top of the fireman pole, in the children's play area, should be checked in case it needs replacing.</p>	SH	✓	
	<u>Date of Next Meeting</u> – Monday 10 December 2018 (concentrating on Churchyard)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 9.00 p.m.			
	Signed.....			
	Date.....			

Appendix
1**TENDERS 2019**

these are all annualised costs before VAT

Area	Gavin Jones	Four Seasons
Norman Road Playing Field		
Grass Cutting & Pitches	£1,970.50	£5,255.40
Hedge Cutting	<u>£ 805.80</u>	<u>£ 871.12</u>
	£2,776.30	£6,126.52
Churchyard	£2,221.20	£5,260.32
Macey's Meadow Hedge		
Hedge One	£3,030.00	£1,444.00
Hedge Two	£ 757.50	£ 475.20
Hedge Three	<u>£ 757.50</u>	<u>£ 272.00</u>
	£4,545.00	£2,191.20
Allotments		
Hedge	£ 757.50	£ 648.94
Footpath	£ 120.00	£ 134.64
Clear per plot and cover		
Large Plot		£ 768.00
Full Plot	-	<u>£ 536.96</u>
	£ 877.50	£2,088.54
Cricket Meadow		
Hedge	£ 882.00	£ 402.50
Strimming	<u>£ 300.00</u>	<u>£ 573.00</u>
	£1,182.00	£ 975.50
Village Green	£ 80.00	£ 400.00

Amenities Committee

Income	Budget 2019/20
Cricket Meadow Rent	350.00
Playing Field Football pitches	500.00
Non Recreational Income	
	850.00
Expenditure	Budget 2019/20
Ball Park	
Repairs	1200.00
Tree survey	65.00
Tree Wardens	
Payments	100.00
Village Green	
Maintenance	80.00
Planting	100.00
Cricket Meadow	
Loan	3000.00
CM Hedge	402.50
Additional security fencing	10141.00
Path , edges, staples strimming	573.00
Playing field	
Grass cutting and other maintenance	1970.50
Hedge cutting	871.12
Playground inspections	625.00
Playground repairs	1000.00
New Signage	200.00
Additional work	500.00
Encampment	
Replacement Chainlink Fencing	3820.00
Waste bin	250.00
Tennis nets	200.00
Tree survey	150.00
Parish Walk	
Payments	
St Leonards Tower	
Payments	
Village Hall	
Annual contribution	3000.00

Land West of Age Concern

Loan	1047.20
General maintenance	100.00
Tree guard	289.00
Twitch Inn	
Business rates	130.00
Service charge	1300.00
PAT Testing	60.00

Total	31,174.32
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Surplus/-deficit

-30048.32

CHURCHYARD

Income

**Budget
2019/20**

safeguarded tree work

Total	0.00
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Expenditure

**Budget
2019/20**

Grounds Maintenance	2221.20
Tree survey	300.00
War Memorial	350.00
War Memorial Restoration	
Topple Testing	
<i>Tree works - 2017/2018</i>	

2871.20

Surplus/-deficit

-2871.20

Allotments

Income	Budget 2019/20
Allotments	
Rents	737.50
Contribution to water supply	
Total	<u><u>737.50</u></u>
Expenditure	Budget 2019- 20
Water Rates	750.00
Maintenance Contractor	783.58
Clearance of plots	1304.96
Maintenance general	250.00
Water Tanks	
	<u><u>3088.54</u></u>
Surplus/-deficit	<u><u>-2351.04</u></u>

Macey's Meadow

Income	Budget 2019/20
Cobnuts	
Cake Donations	
Hay Bales	
Donation	
Total	0.00
Expenditure	Budget 2019- 20
Loan repayments	5200.00
General Maintenance (incl tools)	400.00
<u>Insurance</u>	420.00
Tractor repairs	550.00
Diesel/petrol	500.00
Hedge Cutting:	
Hedge One	1444.00
Hedge Two	475.20
Hedge Three	272.00
Marketing	400.00
New Dog Bin	100.00
Total	9761.20
	-9761.20
Surplus/-deficit	