

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE  
HELD ON MONDAY 11 FEBRUARY 2019 AT 7.30PM  
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present**  
**Mr Stevens**  
**Mr N Stapleton**  
**Mrs L Javens**  
**Miss G Barkham**  
**Ms Stacpoole**  
**Co-opted Members:**  
**Mr M Doyle**  
**Rev David Green**  
**Ms I Macdonald**  
**Mr J Musker**

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

Minute		Action by	Action	Response
19/87	<b>APOLOGIES FOR ABSENCE</b> were received from Mrs Y Smyth and Ms C Medhurst.			
19/88	<b><u>DECLARATIONS OF INTEREST</u></b> – none other than those routinely declared.			
19/89	<b>MINUTES</b> – after an amendment to <b>(19/37)</b> being Maria Cook, Craigdene, the Minutes of the meeting held on Monday 14 January 2019 were approved and signed.			
19/90	<b><u>MATTERS ARISING</u></b>  <b>(19/33.1)</b> – The Assistant Clerk reported that the tenant of plot 8B had relinquished the tenancy. She had inspected the plot and it has been left in a good condition. It was agreed that the deposit of £50.00 be refunded.  The Assistant Clerk reported that there had been an attempted break in of the shed on plot 4. They were unable to gain access and no items are missing.			
19/91	<b><u>CHURCHYARD</u></b>			
91.1	<b><u>Report by Rev David Green</u></b>  Rev Green said the PCC had recently approved a churchyard policy which collates several existing documents. It includes an appendix which covers future maintenance of gravestones by family members. A copy will be forwarded to the Parish Council.  Grass and tree maintenance will start soon and Rev Green, Clerk and Assistant Clerk will continue to liaise to keep the churchyard looking nice.  Rev Green and Mr Stapleton to meet to loosen the wires, which hold up the wreaths, on			

	<p>the War Memorial.</p> <p>The driver responsible for vehicle damage to two headstones has admitted liability and payment has been made. The works will be carried out in due course.</p> <p>The tap heads have been replaced with push buttons. One is currently not working.</p> <p>The Soldier silhouette has been put into storage ready for future Remembrance services.</p> <p>Ms Macdonald said that she has given up organising the churchyard working parties. Mrs Jane Field has kindly offered to take over this role. Ms Stacpoole asked if it would be possible to change the date of the working parties as it clashes with Macey's Meadow. Rev Green will speak with Mrs Field.</p>			
<b>91.2</b>	<p><b><u>Topple Testing Report</u></b></p> <p>It was noted that the topple testing had been completed in December and a report has been received.</p> <p>There are six high risk, eight medium risk and nine low risk headstones. The six high risk are older headstones and it is unlikely that there are any surviving relatives. After discussion it was agreed to carry out the repairs to the high risk headstones at a cost of £520.00 + VAT and the medium and low be carried out over a 10 year plan.</p> <p>Rev Green suggested that a churchyard/amenities site meeting take place one Saturday morning. Mr Stevens, Mrs Javens and Mr Doyle were interested in attending. Rev Green to come back with possible dates.</p>	<b>SH</b>	✓	
	Churchyard representatives left the meeting at 7.50p.m.			
<b>19/92</b>	<p><b><u>MACEY'S MEADOW</u></b></p> <p>Mr Doyle reported that the volunteers had been concentrating on pruning the apple trees and cobnuts.</p> <p>The Blossom event will be taking place on Sunday 12 May 2019 between 1pm-4pm. Mr Doyle will prepare a statement for Downsmail.</p> <p>Friends of Macey's Meadow is now up and running.</p> <p>There has been an approach from the ecological consultant, on behalf of the developer of London Road site. They are looking for a reptile receptor area and think that Macey's Meadow would be a suitable site. If the Parish Council are warm to the proposal there could be an opportunity to produce a Habitat Management Plan for the site. It was agreed that further information be obtained.</p> <p>It was noted that a donation of £400.00 had been received from the Lioness for a bench in the Meadow. It was agreed to safeguard the donation.</p>			
<b>19/93</b>	<b><u>PLAYING FIELD</u></b>			
<b>93.1</b>	<p><b><u>MK11 Spring Meet – Sunday 5 May 2019</u></b></p> <p>It was noted that a request had been received for use of the playing field for an annual car spring meet on Sunday 5 May 2019. They are booking the hall on this date. It was agreed that permission be granted subject to the usual conditions and a donation of £50.00.</p>	<b>SH</b>	✓	
<b>93.2</b>	<p><b><u>Jim's Tennis</u></b></p> <p>The tennis coach has been asked by the Kent LTA to make nominations for persons that he feels have helped in the development of tennis within the area for tickets to</p>	<b>SH</b>	✓	

	Wimbledon. The tickets are not assured and will be at cost. After discussion it was agreed that the Clerk and Chairman of the Parish Council be nominated.			
93.3	<p><b><u>Lime Tree, Children's Play Area</u></b></p> <p>It was noted that three letters have been received from residents of Woodland Close regarding the large Lime tree at the rear of their gardens. They have several concerns regarding size, etc. The Assistant Clerk reported that she had replied saying the trees are due to be inspected after April and that a plan will be drawn up to ensure that the tree remains safe and kept in good order. Mrs Javens said she had reported this many times over the last 5/10 years.</p> <p>The Assistant Clerk to book an inspection with Down to Earth.</p>	SH	✓	
93.4	<p><b><u>Use of Hog Roast/BBQ</u></b></p> <p>Discussion took place regarding a policy for the use of hog roast/BBQ at the playing field in conjunction with hire of the village hall. It was agreed that hirers may have hog roasts and BBQ subject to the following conditions:</p> <ul style="list-style-type: none"> <li>• Written request from the hirer to the Parish Council.</li> <li>• Registered caterer with Health and Safety Certificate and Food Hygiene Certificates.</li> <li>• Copies of these Certificates must be sent to the Parish Council six weeks before the hire.</li> <li>• If to be sited on the playing field next to the hall they are to be reminded about the electrical cut out system in the hall.</li> </ul> <p>Assistant Clerk to inform the booking secretary.</p>	SH	✓	
19/94	<p><b><u>CRICKET MEADOW</u></b></p> <p>A site meeting to be held on Sunday 24 March 2019 at 11am to discuss additional security. Mr Stevens and Mr Stapleton to attend.</p> <p>Members were asked to consider what they would like implemented.</p>			
19/95	<p><b><u>BALL PARK</u></b></p> <p>It was noted that a reply had been received from Craigdene and that tarmac is perfectly acceptable in the seating area. The Assistant Clerk to obtain quotes.</p> <p>Replacement litter bin to be chased.</p>	SH		
19/96	<p><b><u>VLLAGE HALL</u></b></p> <p><b><u>Report by WMPC Village Hall Representative</u></b></p> <p>It was noted that Mrs Dean met with Mr Gosney regarding the possible installation of solar panels. They discussed the suggestion that the roof may not be adequate for the addition of panels. Mr Gosney has now spoken with the solar panel company and establish the following:</p> <ul style="list-style-type: none"> <li>• The installation will be preceded by a full structural survey for both the roof and the cable runs.</li> <li>• As a member of the MCS, the regulatory body for renewable energies, their work is covered by MCS insurance and warranty, they also have their own public liability insurance.</li> <li>• The equipment comes with a 20 or 25 year warranty (the different times are for different elements of the system)</li> <li>• The whole job is covered by an Independent Warranty Association warranty.</li> </ul>			

	As a result Mr Gosney is happy that this is the correct way forward and a deposit has been paid to the installer.			
<b>19/97</b>	<b><u>RECYCLING/WASTE SERVICE</u></b>			
<b>97.1</b>	<p><b><u>Environmental Champions 2019</u></b></p> <p>The Parish Council have been nominated for a Love Where You Live environmental champions award which is sponsored by Veolia. Richard Byatt will be attending the event on behalf of the Parish Council.</p> <p>The Assistant Clerk said that this year's Great British Spring Clean will be taking place between 22 March and 23 April 2019. Suggested dates for West Malling are 23 or 30 March 2019. Assistant Clerk to ask members for a preferred date and to contact Tesco.</p>	<b>SH</b>	✓	
<b>97.2</b>	<p><b><u>Recycling, Waste and Street Cleaning Service Provider</u></b></p> <p>It was noted that an introductory leaflet from the new contractor, Urbaser, had been received. Although the contact starts 1 March collections will remain the same until 30 September and to continue to recycle using the existing services. They will also be collecting on bank holidays except Christmas and New Year.</p> <p>From 30 September a new opt-in garden waste service will be introduced for which there will be a charge. If residents wish to take up an early bird offer they need to sign up between Tuesday 7 May and Friday 2 August 2019 to get the discounted offer of £35.00 per year (full price £40.00) with a price guarantee for the second year on renewal.</p> <p>Miss Barkham said about the continued need for residents to report overflowing recycle banks.</p>			
<b>19/98</b>	<b><u>FINANCE</u></b>			
	<b><u>Financial Statements</u></b>			
	Financial statements were circulated to Members.			
<b>19/99</b>	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b>			
	There were no questions.			
	<b><u>Date of Next Meeting</u></b> – Monday 11 March 2019			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 8.48 p.m.			
	Signed.....			
	Date.....			