

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 10TH JUNE 2019 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present
Mr P Stevens
Mrs L Javens
Ms C Medhurst
Miss G Barkham
Ms M Stacpoole
Co-opted members:
Mr J Musker

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)

Minute		Action by	Action	Response
19/346	<u>APOLOGIES FOR ABSENCE</u> were received from Mrs Y Smyth, Rev D Green, Mr M Doyle and Ms I Macdonald			
19/347	<u>RE ELECTION OF VICE CHAIRMAN</u> Mr Stevens reported that Mr Stapleton had stood down from the Amenities Committee due to other commitments and it will be necessary to re-elect a vice-chair. Miss Barkham nominated Ms Medhurst. Carried unanimously. Ms Medhurst was duly elected.			
19/348	<u>CO-OPTIONS</u> It was proposed that Mr Doyle, Rev Green, Miss Macdonald and Mr Musker continue as co-opted members, subject to their consent.			
19/349	<u>DECLARATIONS OF INTEREST</u> – Mrs Javens declared an interest in [19/354.1] as she lives adjacent to the children’s play area.			
19/350	<u>MINUTES</u> – the Minutes of the Meeting held on Wednesday 22 May 2019 were approved and signed.			
19/351	<u>MATTERS ARISING</u>			
	<u>[19/287] – Allotment Management Plan</u> The Assistant Clerk reported that the RLAS asked for an amendment to the wording in respect of letting plots to possible tenants outside of West Malling. Making it clear that West Malling residents will be given priority. Subject to this amendment it was agreed that the Allotment Management Plan be referred to Full Council for adoption.	SH	✓	

19/352	CHURCHYARD			
352.1	<p>In his absence, Rev David Green, had prepared the following report. Mr Musker summarised the report.</p> <ol style="list-style-type: none"> 1. Churchyard maintenance Turfsoil have visited once each month so far this year. Claire and Sarah may be better placed to confirm a record of dates. I don't think we have seen them twice in a month (as per the specification when the grass is growing strongest). The voluntary Churchyard maintenance crew have been gathering once a month from March onwards. I'm grateful to Jane Field, who has taken over from Issy Macdonald with the co-ordination of the group. The group has also shifted to the second Saturday of the month to avoid clashes with the Macey's Meadow group on the first Sunday. Hopefully that will mean some folk come and help at both. 2. Tree maintenance PCC met in May and received the Tree Survey from Down to Earth. They asked me to convey our thanks to the Parish Council for their continued partnership in the Churchyard and for taking a proactive lead in the maintenance of the trees. We noted with some sadness the recommendation to fell the Limes that are on the pathway. We recognise also that this work is some way off and so no firm decisions were taken at this stage. As Amenities Committee are aware, the first parts of the Tree Survey recommendations involve the felling of three Wild Cherry Trees in the vicinity of Churchfields. The removal of dead trees is no longer subject to Faculty, but it is subject to Archdeacon's Licence. Having received the PCC's unanimous decision to apply for such a licence, I filled out the paperwork on the 23rd of May and submitted it to the Diocese of Rochester. I'm pleased to report that the Licence was received from Archdeacon Julie Conalty on the 28th of May and we are now free to move ahead. One condition was attached to the permission - that the work only moves ahead subject to any necessary consents from Tonbridge and Malling Borough Council; something I'm sure we would all be keen to do anyway. 3. Taps The saga of the taps has continued far too long. Despite lengthy attempts to find one, it has not been possible to source a suitable 'push-top' tap for an outdoor environment. No-one has been able to find a suitable supplier or fitting. The plumber is scheduled to return this week to replace the faulty tap with a more traditional tap fitting suitable for outdoor use. Unfortunately it means we return to the risk of vandalism and water theft, but there seems little option if we want a functional tap. The vestry south side tap continues to work well. 4. War Memorial The Remembrance Sunday wreaths have now been removed. Nick Stapleton and I have agreed that, going forward, we will aim to remove them each year on Maundy Thursday. It's the day when the church is stripped of all decoration ready for Good Friday and so feels thematically 'in keeping'. I'm grateful to Nick for his continued diligence in tending to the garden area. 5. Topple testing PCC were unable to give further consideration to the medium and low risk stones in the Topple Testing report. We are still waiting for clarification as to what constitutes a 'medium' risk or 'low' risk, prior to any decision being reached. 6. Looking ahead - the walls Over the next two to three years, it would seem that we're getting the trees into a good situation having 'broken the back' of the major maintenance and nurture required. It may be worth noting, therefore, that in that slightly longer term we may wish to begin to put a little focus into the churchyard walls. The walls are not in bad condition at all. But there are areas of repointing and/or rebuilding required and the perimeter of the churchyard in its entirety is quite some distance. A phased and deliberate plan of maintenance between PCC and WMPC would seem a wise long-term course of action to stay ahead of any major bills. 7. Proposed extension to St Mary's Although this is not technically 'Churchyard', I have occasionally given Amenities Committee updates on our hopes to provide improved facilities in the church. After a period of some difficulty, slow work and disagreements with our appointed diocesan Architect, St Mary's PCC made the difficult decision late in 2018 to dismiss the firm and seek a new partner. Many of you may already be aware of that news from the Parish Magazine and/or other communications fora. Having dismissed 			

	<p>them, we swiftly conducted an interview process for a replacement and we have now been working with Martin Dunseath-Franklin of Axis Mason for about six months. The difference in the relationship and quality of work received is startling and it is very encouraging that we now expect to make more swift and solid progress. We are expecting to provide an update to the Diocesan Advisory Council in the near future, seeking their feedback and support. Having received DAC feedback, we hope to do further public consultations in the late Summer and early Autumn. We will, of course, be keen to share our thoughts and plans with the Parish Council in due course and both answer Councillor questions and listen carefully to their feedback.</p>													
352.2	<p><u>Tree Work</u></p> <p>The Assistant Clerk asked if members would consider instructing Down to Earth to carry out the work to trees T7, T11, T28, T31, T32 as after removal of dead wood, ivy and sucker growth and any significant findings to be reported back to the Surveyor. After discussion it was agreed that the quotation be accepted, as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Further inspection, reduce lateral limbs remove dead wood</td> <td style="text-align: right; padding-right: 20px;">£457.50</td> </tr> <tr> <td style="padding-left: 20px;">Remove epicormic growth</td> <td style="text-align: right; padding-right: 20px;">£95.31</td> </tr> <tr> <td style="padding-left: 20px;">Sever remove ivy</td> <td style="text-align: right; padding-right: 20px;">£19.06</td> </tr> <tr> <td style="padding-left: 20px;">Sever remove ivy</td> <td style="text-align: right; padding-right: 20px;">£57.19</td> </tr> <tr> <td style="padding-left: 20px;">Sever remove ivy and sucker growth</td> <td style="text-align: right; padding-right: 20px;">£38.13</td> </tr> </table> <p>The Assistant Clerk to check if planning permission will be required.</p> <p>Day Tree Fellers and Hunton Arborists have been asked to quote for the 3 month work.</p>	Further inspection, reduce lateral limbs remove dead wood	£457.50	Remove epicormic growth	£95.31	Sever remove ivy	£19.06	Sever remove ivy	£57.19	Sever remove ivy and sucker growth	£38.13	SH	✓	
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	Mr Musker left the meeting at 7.59p.m.													
19/353	<u>MACEY'S MEADOW</u>													
	<p><u>Reduction in Hedge Height</u></p> <p>Ms Stacpoole reported that a resident had reduced the height of part of the hedge. She asked if consideration could be given to reducing the height of the hedge, between the two kissing gates, to prevent this from happening in the future. This should be referred to the next Macey's Meadow meeting for their opinion.</p>	SH	✓											
19/354	<u>PLAYING FIELD</u>													
354.1	<p><u>Overgrown Shrubbery/Hedge – Children's Play Area</u></p> <p>It was noted that a letter had been received from a resident of Woodland Close regarding the hedge, in the children's play area, to the rear of the garden. The hedge has become overgrown and full of bindweed and ivy which is growing through the fence. The fear is that due to the weight of the hedge the resident's fence will collapse. Mr Stevens had already been and looked at the hedge he had asked that quotations be sought to remove the hedge completely. Quotations are awaited from Gavin Jones and Four Seasons. Four Seasons had suggested that the hedge could be cut down to approximately 4 feet and the bindweed and ivy removed, as interim work to relieve the stress on the fence, and it be maintained to that height. A quotation will be provided for this work.</p> <p>A letter to be sent to the other three residents, that back onto the play area, and ask for their comments on the two options. A letter to be sent to the resident asking for their comments on the two options and that interim work will be carried out to remove the bindweed and ivy.</p>	SH	✓											
354.2	<p><u>New Rubbish Bin</u></p> <p>Mr Stevens reported that someone had put their home rubbish in the litter bin. Due to</p>	SH	✓											

	wind and foxes some of the rubbish was strewn across the play area. It was felt a bin with a lift up lid would be suitable for the area.			
354.3	<u>Tennis Court Management Plan</u> Jim's tennis club did not feel that it is necessary to have a management plan at this time. It was agreed to defer to 2020.			
19/355	<u>CRICKET MEADOW</u> It was noted that that both Chris Gosney and John Paton support the work to be carried out by Meopham Fencing. It was agreed that the quotation be accepted. Mr Stevens reported that TMCC were considering offering the use of the pavilion for carer support meetings by Admiral Nursing following their loss of venue at Age Concern. The group sessions help carers cope with the ever changing demands posed by caring for relatives with dementia. Use of the pavilion will be minimal. It will need to be opened on the first Wednesday monthly from 10.15am-12.15am. There will be a cost in terms of heat, light and water and Admiral Nursing will be approaching Dementia UK for funding. Under the terms of the lease it is necessary to seek the approval of the Parish Council for any non sporting sub letting. The first date will be Wednesday 3 July 2019. The Parish Council support this very worthy cause. This should be referred to Full Council for ratification.	SH	✓	
19/356	<u>BALL PARK</u> There was not anything to report.			
19/357	<u>VLLAGE HALL</u> <u>Additional Security Measures</u> It was noted that a reply had been received from the Chairman of the VHMC and Chris Gosney. They both raise no objection. A reply is awaited from Waste Services. The ragstone boulder has been ordered and awaiting a date for delivery. Mrs Javens reported that the VHMC had given their thanks for the previous security measures.			
19/358	<u>VE DAY 75</u> It was noted that a letter had been received from ssafo, the Armed Forces charity outlining plans for VE Day 75. VE Day 75 will cover the weekend of 8-10 May 2020. The Assistant Clerk to write to the local schools, Chamber of Commerce, Lions/Lioness, Macey's Meadow to see if any of these organisations will be planning any activities. When they have been received they should be referred to Full Council for further discussion.	SH		
19/359	<u>MAGNOLIA PLANTER, HIGH STREET</u> It was noted that West Malling Flowers have offered to help maintain the planter by the pedestrian crossing. West Malling Flowers should be thanked for their kind offer and the Parish Council are happy for them to do this. Consideration should be given to other local businesses helping to maintain other areas of ground. Thought to be given to locations for further planters. A letter to be sent to the Chamber of Commerce.	SH		
19/360	<u>FINANCE</u> <u>Financial Statements</u> Financial statements were circulated to Members.			

19/361	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>There were no questions</p>			
	<p><u>Date of Next Meeting</u> – Monday 8 July 2019 (concentrating on Allotments)</p>			
	<p>There being no further business the Chairman thanked Members for attending and closed the meeting at 8.57 p.m.</p> <p>Signed..... Date.....</p>			