

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 12TH AUGUST 2019 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present
Mr P Stevens
Mrs L Javens
Miss G Barkham
Ms M Stacpoole
Co-opted Member:
Mr M Doyle

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)
One resident
Two allotment holders

Minute		Action by	Action	Response
19/430	<u>APOLOGIES FOR ABSENCE</u> were received from Mrs Y Smyth and Ms C Medhurst. Apologies were given for the co-opted Churchyard members due to the omission of paperwork being sent out. It was agreed that the September Amenities will be a joint allotment and churchyard meeting.			
19/431	<u>DECLARATIONS OF INTEREST</u> – none other than those routinely declared.			
19/432	<u>MINUTES</u> – the Minutes of the Meeting held on Monday 8 July 2019 were approved and signed.			
19/433	<u>MATTERS ARISING</u>			
	<u>[19/403] Macey's Meadow</u> – Mr Doyle said that the VE Day celebrations will be incorporated into the blossom day event, they will not be holding a separate event. <u>19/404.2 New Rubbish Bin</u> – Mr Stevens said that the cost of the proposed bin had increased so a different design was to be ordered. The Assistant Clerk said she had found another supplier, of the original design, and they had come out cheaper and payable by invoice. The bin is awaited.			
19/434	<u>Churchyard</u>			
434.1	<u>Report by Rev David Green</u> Rev David Green be asked to provide a report for the September meeting	SH	✓	
434.2	<u>Tree Work</u> It was noted that two quotations had been received for the following work:	SH	✓	

	<p>Fell 3 dead Cherry Trees to ground level Grind 3 Cherry stumps to below ground level Remove major dead wood from Lime Tree over footpath Remove all arisings from site.</p> <p>Day Tree Fellers was for the sum of £562.50 + VAT Hunton Arborists was for the sum of £825.00 + VAT.</p> <p>It was agreed that these be forwarded to Rev David Green for his comments.</p> <p>Comment was made regarding the addition of names for those that had lost their lives in service in subsequent wars on the war memorial. It was agreed to consider this further at budget time.</p>			
434.3	<p><u>Churchyard Management Plan 2019 – 2023</u></p> <p>After an amendment to page 7, it was agreed to be referred to Full Council for adoption.</p>	SH	✓	
19/435	<p><u>ALLOTMENTS</u></p>			
	<p><u>Report by West Malling Parish Council and RLAS</u></p> <p>It was noted that Miss Barkham and the RLAS had carried out inspections on the allotments and were presented to the meeting, as follows:</p> <p>2A – to move small growhouse onto the plot 3 – first letter. To ask if they would like to work half of the plot and relinquish the other half 4 – monitor 5B – monitor 6 – monitor 8B – termination letter 10 – monitor 25A – monitor 26A – monitor 27B – monitor 28A – first letter</p> <p>A request had been received from 2A to take over 2B. After discussion it was agreed that the partner take on the plot under a separate tenancy agreement and that a deposit of £50.00 will be required.</p> <p>The allotment tenants said that the wheelbarrow had not been collected. The Assistant Clerk to chase.</p>	SH	✓	
	Two allotment tenants left at 8.08p.m.			
19/436	<p><u>MACEY'S MEADOW</u></p> <p>Mr Doyle said that the hay baling in the first meadow was a success. There had been problems with the second meadow due to rain. One gentleman that collected some hay replaced the gate into the meadow in lieu of payment.</p> <p>The cobnuts are to be picked on Tuesday 20 August 2019.</p> <p>Mr Doyle said that the large tent used at the Blossom day would benefit from side panels in case of bad weather. He had obtained costs and three panels would be £200.00 + VAT. It was agreed that these be funded out of safeguarded sums.</p> <p>The Applefest event will take place on Saturday 5 October 2019 from 1pm to 5pm. This has proved popular with families who can bring their own apples for juicing or pick the many apple varieties from the orchard. There will be live music and the usual cake stall. This</p>			

	<p>should be advertised on the parish website and social media. Hopefully the trees will be labelled showing the apple varieties.</p> <p>The bench has now been installed next to the main path by the Jubilee wood and thanks are due to the Malling Lionesses for their generous donation which has enabled this seat to be provided as a welcome resting place.</p>			
19/437	<u>PLAYING FIELD</u>			
	<p><u>Quarterly Play Equipment Inspections</u></p> <p>The Assistant Clerk reported that the quarterly play equipment inspector had retired and a new inspector will be replacing him. Quarterly inspections are available but four visits are now mandatory as they are classed as an operational inspection and not a safety check. These are charged at £150.00 per visit. It was agreed that they continue with the quarterly inspections as within budget.</p> <p>Under new play inspectors guideline the safety checks have been replaced with annual inspections which cover all areas of outdoor play safety issues. The inspection looks for vandalism, minor and major wear, long term structural problem, changes in standards compliance and design practices and risk assessments. These are charged at £325.00 per yearly inspection.</p> <p>The current annual inspection is carried out by Craigdene. The Assistant Clerk to contact them and request an updated quote based on the new guidelines.</p> <p>Mrs Javens said that a dog had been seen in the children's play area. The Assistant Clerk confirmed that the no dog signs were visible.</p>	SH		
19/438	<u>CRICKET MEADOW</u>	SH		
	<p>The Assistant Clerk reported that she had chased Meopham Fencing but was still awaiting a start date. We have a contact at KCC for the hatching that will be required in front of the barrier.</p> <p>Comment was made regarding the broken lime tree. The Assistant Clerk to obtain costs from Four Seasons for a more established tree.</p>			
19/439	<u>BALL PARK</u>	SH	✓	
	The Assistant Clerk to chase TMBC regarding bin.			
19/440	<u>VLLAGE HALL</u>			
	<p><u>Additional Security Measures</u></p> <p>The height barrier is now in place. Adjustment is required by Parkers. Security keys are awaited. Reflective tape to be put on the vertical posts.</p> <p>Mrs Javens reported that the next VHMC meeting will be held on Thursday 22 August 2019.</p>	SH	✓	
19/441	<u>KENT AND MEDWAY ENERGY AND LOW EMISSIONS STRATEGY CONSULTATION</u>	SH	✓	
	No comments have been received from members.			
19/442	<u>FINANCE</u>			
	<u>Financial Statements</u>			
	Financial statements were circulated to Members.			

	<u>Accounts for Payment and Cheques for Signature</u>			
	Accounts for payment - £22,685.15 were approved. See attached.			
19/443	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u>	SH	✓	
	Mr Stevens asked that consideration be given for possible dates for an Autumn litter pick. The Assistant Clerk to contact members.			
	<u>Date of Next Meeting</u> – Monday 9 September 2019 (concentrating on Churchyard and Allotments)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 8.55 p.m.			
	Signed.....			
	Date.....			

West Malling Parish Council

Accounts for Payment 12th August 2019

cheques to be drawn

Mr Mervyn Carr (cheque 2063) (Installation of Macey's Meadow bench including materials)		£	220.00	
High Weald Furniture Limited (cheque 2064) (Invoice 2846, production of oak bench, plaque & delivery)	£	669.00	£	802.80
VAT	£	133.80		
KCC (Laser) (cheque 2065) (Electricity supply 1/6/19 - 30/6/19)	£	584.63	£	676.42
VAT	£	91.79		
CF Corporate (cheque 2066) (Invoice MI/0329732 photocopier lease for period 1/9/19 - 30/11/19 + annual service fee)	£	152.23	£	182.68
VAT	£	30.45		
Outdoorsy Living Ltd (cheque 2067) (invoice 144 Play equipment repairs)	£	350.00	£	420.00
VAT	£	70.00		
Four Seasons Ltd (single cheque 2068) (invoice 2890 - June maintenance)	£	1,210.64	£	1,452.77
VAT	£	242.13		
(invoice 2938 - July maintenance)	£	219.00	£	262.80
VAT	£	43.80		

Bellway Costs

Richard Buxton Solicitors (cheque 2069) (invoice 5511 Letter to T&MBC - February 2019)		£2,500.00	£ 3,000.00
	VAT	£ 500.00	
Spurstone Heritage Ltd (cheque 2070) (invoice 0026/19/01 fee as agreed + expenses and minus fees for attendance at hearing - to be billed separately)		£9,556.40	£ 11,467.68
	VAT	£1,911.28	
Strutt & Parker (cheque 2071) (invoice 740780 - research on housing land supply)		£3,500.00	£ 4,200.00
	VAT	£ 700.00	
		TOTAL	£ 22,685.15