

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 9 SEPTEMBER 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 J Musker

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)
One Resident of Norman Road
Two Residents of West Street

Minute		Action by	Action	Response
19/505	APOLOGIES FOR ABSENCE were received from Mrs Y Smyth and Ms C Medhurst.			
19/506	DECLARATIONS OF INTEREST – none other than those routinely declared.			
19/507	MINUTES – after an amendment to 19/436 (in lieu) the Minutes of the Meeting held on Monday 12 August 2019 were approved and signed.			
19/508	MATTERS ARISING			
	[19/434.3] – Mr Stevens said that the Churchyard Management Plan was approved at Full Council. A copy to be sent to Rev Green for any PCC comments.	SH	✓	
	Mr Stevens invited the two residents, from West Street, to speak at this part in the meeting. The residents said about the noise coming from The Five Pointed. Live bands play most Friday evenings and although the bands are inside the music can still be heard, loudly, outside. Customers using the garden are loud and use offensive language. It is making it very unpleasant for them to sit out in their garden. There is also light pollution from two patio heaters which have 4ft flames. The pergola, which should have been removed two years ago, is still there and in use. Assistant Clerk to contact Licensing and planning departments. They were also concerned with bonfires that are being lit in the garden to the rear of Abbey Arcade and Baldocks. The buildings are being refurbished and much of the discarded materials are being put on the bonfire which is very close to adjoining buildings. The concern is that they are burning plastic and due to the age of the building possibly burning Asbestos. This should be reported to Environmental Health. The residents to be kept up to date with any outcomes.	SH	✓	
	The residents left the meeting at 7.50p.m.			

19/509	<u>Churchyard</u>		
509.1	<p><u>Report by Rev David Green</u></p> <p>Churchyard maintenance - memorial stone incident Turfsoil's maintenance of the churchyard has continued throughout the late Summer. Unfortunately, there has been an incident involving a memorial stone for an ashes plot. The family of Mr Michael Wilkinson have informed me that his memorial stone was damaged by the lawnmowers. The ashes plot is in the North-West annexe, beneath one of the trees and close to the nature area. I have inspected the stone myself and my assessment is the damage is minimal but the family are understandably upset nonetheless. I would be grateful for the amenities committee's advice on next steps. The voluntary Churchyard maintenance crew have been gathering once a month and continues to make a steady difference.</p> <p>Trees Day Tree Fellers attended the Churchyard on 29 August 2019 to remove the three dead cherry trees, previously agreed to be felled. The work was done satisfactorily although, having inspected the work afterwards, I remembered the problem we had the last time Day Tree Fellers came. They have left quite a significant amount of sawdust at each location where the roots were ground down. In one case, it's a particular problem because the grave on which the cherry had been planted only had a flat memorial stone and the grave is currently subsumed beneath a relatively substantial pile of sawdust. Day Tree Fellers have done the job they were commissioned to do, so I don't think there's any redress there. I've asked our Grave Digger, David Bradford, to come and meet me with a view to quoting for the removal of the sawdust (as much as possible) and making good the ground with turf. I have no sense yet of what costs there might be.</p> <p>Taps I can't remember if I've confirmed this before or not, so I'm very happy to confirm that both taps are in good working order at long last!</p> <p>War Memorial Nick Stapleton has alerted me to a loose screw in the lower bronze plaque (bottom right corner screw). Upon investigation, it would seem that there's nothing really behind the plaque for that screw to latch onto but I was a little concerned to attempt a fix myself - given the general standard of my own DIY. While looking at the plaque, I noticed the top right corner screw was also loose and so I have been able to tighten that one back up. It tightened up nicely. But I do have a slight concern that these loose screws may have been deliberate action and perhaps someone was attempting to remove the bronze and, while doing so, was disturbed in the attempt. I may be worrying about nothing but it perhaps focusses the mind to check a. if the bronze is smart-watered and b. have we photographed each plaque for insurance purposes?</p> <p>Topple testing PCC are still 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 from the company who did the work. 6. 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 and add an extension to the church on the south-side. We held a Public Consultation over the weekend providing updates on progress so far. I have said to Trudy Dean that I would be happy to present to Parish Council as well to keep them abreast of the progress, should that be requested.</p> <p>Nurture to be contacted regarding the damage to the memorial stone.</p> <p>Heritage Stone to be asked to look at the plaque on the war memorial.</p> <p>The Assistant Clerk to chase the topple testing company.</p> <p>Mr Musker commented on the proposed extension. He said that several old graves will need to be relocated and this will be carried out sympathetically.</p> <p>The aerial tree investigation work will be carried out on Thursday 7 November 2019.</p>	SH	✓

509.2	<u>Churchyard Specification for Tender</u> Subject to any comments from Rev Green it was agreed that the churchyard specification be put out to Tender on Monday 14 October 2019	SH	✓	
	Mr Musker left the meeting at 8.12p.m.			
19/510	<u>ALLOTMENTS</u>			
510.1	<u>Report by West Malling Parish Council and RLAS</u> It was noted that Miss Barkham and the RLAS had carried out inspections on the allotments and were presented to the meeting, as follows: 8B – the Assistant Clerk said that the tenant had not received the first letter only the termination letter. A further letter was sent outlining the reasons for the letter. This was counted as the first letter. The tenant has until Tuesday 17 September 2019 to bring the allotment up to standard. 18A – first letter 25A - monitor 28A – termination letter	SH	✓	
510.2	<u>Allotment Specification for Tender</u> It was agreed that the allotment specification be put out to Tender on Monday 14 October 2019.			
19/511	<u>MACEY'S MEADOW</u>			
	<u>Macey's Meadow Specification for Tender</u> Subject to any comments from Mr Doyle it was agreed that the Macey's Meadow specification be put out to Tender on Monday 14 October 2019. Working party dates, as follows: 7 th and 21 st September 5 th and 19 th October 2 nd , 16 th and 30 th November 14 th and 28 th December.	SH	✓	
19/512	<u>PLAYING FIELD</u>			
512.1	<u>Quarterly Play Equipment Inspections</u> It was noted that a reply had been received from Craigdene. Their annual inspection reports covers all areas of the Standard			
512.2	<u>Hedge Reduction – Children's Play Area</u> It was noted that the reduction will take place on Wednesday 11 September 2019.			
512.3	<u>Playing Field Specification for Tender</u> It was agreed that the playing field specification be put out for Tender on Monday 14 October 2019. The Assistant Clerk to obtain quotes for the lifting of the trees on the boundary of the village hall car park and Norman Road.			

19/513	<u>CRICKET MEADOW</u>			
513.1	<u>Installation of Barrier and Re-painting of Staples</u> The Assistant Clerk reported that there had been problems with the installation and that Meopham Fencing will be rectifying the situation. <i>Subsequent to the meeting this has now been carried out.</i>			
513.2	<u>Additional Staples</u> It was noted that a quotation had been received from Meopham Fencing to supply and install 5 additional staples, on the boundary of the cricket meadow and Norman Road, for the sum of £2257.50 + VAT. It was agreed to obtain a further quote from Parker Fencing.	SH	✓	
513.3	<u>Cricket Meadow Specification for Tender</u> After an amendment to add strimming around the new gate posts it was agreed that the cricket meadow specification be put out to Tender on Monday 14 October 2019.			
19/514	<u>BALL PARK</u>			
	It was noted that two quotations had been received, from Wilson Tarmac, to tarmac the entrance area to the ball park, as follows: To excavate approximately 73m ² , install edging, lay membrane, fill with sub base level with tarmac for the sum of £9045.00 + VAT To excavate approximately 58m ² , install edging, lay membrane, fill with sub base level with tarmac for the sum of £7186.00 + VAT It was agreed to obtain further quotes and consider at budget time.	SH		
19/515	<u>VLLAGE HALL</u> Mrs Javens reported on the recent VHMC meeting. She said that Julian is happy to introduce himself at an Amenities meeting. The Assistant Clerk to forward dates for the next few months. Their finances are healthy and they are not aware of any major works required but the flat roof will be inspected. It was noted that the cricket club are storing their waste bin in the car park and permission had not been sought of the Parish Council. It was agreed to ratify this action and that we have no objection to them using our car park. Members were asked to give consideration for key holding facilities for the height barriers and gate should an emergency arise. The Assistant Clerk to speak with East Malling and Larkfield Parish Council.	SH	✓	
19/516	<u>VILLAGE GREEN</u>			
	<u>Village Green Specification for Tender</u> It was agreed that the playing village green specification be put out for Tender on Monday 14 October 2019.			
19/517	<u>Waste/Recycling Services</u>			
	<u>Autumn Litter Pick</u> It was agreed that the autumn litter pick take place on Saturday 12 October 2019 between 10am-12pm. To start from the village hall. The Assistant Clerk will collect the equipment	SH	✓	

	from TMBC and arrange for the rubbish sacks to be collected. Tesco's and the Rotary club be invited to help out. To be advertised on social media and the KM.			
19/518	<u>Financial Statements</u> Financial statements were circulated to Members.			
518.2	<u>Accounts for Payment and Cheques for Signature</u> Accounts for payment - £1916.04 were approved. See attached. A letter to the bank to approve the transfer of £20,000.00 from reserves was signed by Mrs Javens.			
19/519	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> Mervyn Carr to be asked to install the new litter bin in the children's play area. It was noted that a request had been received to hold an informal rounders match on the playing fields. No objection was raised. Mr Collins said that the trees at the top of the children's play area need lifting. Four Seasons to be asked to look at when they cut back the hedge. Ms Barkham said that another allotment holder had offered to help out with plot 26B as the tenant may have difficulty tending the plot. Ms Stacpoole also offered to help. Ms Stacpoole said that when the lime tree is replaced the original could be put in the hedgerow at Macey's Meadow.	SH	✓	
	<u>Date of Next Meeting</u> – Monday 14 October 2019 (concentrating on Churchyard)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 9.10 p.m. Signed..... Date.....			

West Malling Parish Council

Accounts for Payment 9th September 2019

Day Tree Fellers (cheque 2087) (invoice 1304 Churchyard tree work)		£ 562.50	£ 675.00
	VAT	£ 112.50	
Streetlights (cheque 2088) (invoice 10736 Phase 5 work - column 27)		£1,030.00	£ 1,236.00
	VAT	£ 206.00	
Mr J Collins (cheque 2089) (reimbursement for safety sign & refuse sacks)			£ 5.04

TOTAL	<u>£ 1,916.04</u>
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