

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 10 FEBRUARY 2020 AT 7.30PM AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present **Mr P Stevens (from 7.39pm)**
Mrs L Javens
Miss G Barkham
Ms S Margetts
Ms M Stacpoole
Co-opted Members:
Rev D Green
Ms I Macdonald
Mr J Musker

Also in Attendance:
One Resident of Norman Road

| Minute | | Action by | Action | Response |
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| | In the absence of the Chairman, as Vice-Chairman, Ms Stacpoole took the chair for the meeting. | | | |
| 20/90 | APOLOGIES FOR ABSENCE were received from Mrs Y Smyth and Mr M Doyle. | | | |
| 20/91 | <u>DECLARATIONS OF INTEREST</u> – none other than those routinely declared. | | | |
| 20/92 | <u>MINUTES</u> – the Minutes of the Meeting held on Monday 13 January 2020 were approved and signed. | | | |
| 20/93 | <u>MATTERS ARISING</u> [20/25] – Miss Barkham said that Mr Parrin has been chasing the English Heritage representative. | | | |
| 20/94 | <u>CHURCHYARD</u> | | | |
| 94.1 | <u>Report by Rev David Green</u> Rev Green said that the ground maintenance contractors will be due to start in March. All the tree work is up to date. He is meeting John Robinson, Down to Earth, to discuss the proposed location of a memorial tree. Permission has been obtained. The location will be on the south side of the Church. Comment was made regarding a memorial tree on behalf of the Malling Society. Miss Barkham said that she had been in discussion with a resident regarding the lack of parking down the driveway. Rev Green explained that the driveway was privately owned by the properties at the bottom of the drive and they no longer wished visitors to the church to park there. Parking is available by the entrance to the church, High Street or | | | |

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| | the public car park. | | | |
| | Mr Stevens arrived at the meeting at 7.39pm and took the chair for the remainder of the meeting. | | | |
| 94.2 | <p><u>Tree Report</u></p> <p>It was noted that additional inspection work had been carried out on two Lime trees. Both were deemed to be of good physiological and structural condition. Deadwood and epicormic growth was removed. Both trees to be ground base inspected in two years.</p> | | | |
| | Co-opted Members left the meeting at 7.46p.m. | | | |
| 20/95 | <u>ALLOTMENTS</u> | | | |
| | <p><u>Maintenance of Grass Paths between Plots</u></p> <p>Mr Stevens reported that he had met with the tenant of plot 16 in respect of encroachment onto the grass paths between plots. It was agreed that a letter be sent to all tenants reminding them of their responsibility in maintaining a clear path to allow sufficient access for maintenance and repair.</p> <p>Mr Stevens said that there is a facility to recycle any old tools left on vacant plots to the Heart of Kent Hospice.</p> | SH | ✓ | |
| 20/96 | <p><u>MACEY'S MEADOW</u></p> <p>It was noted that a letter had been received from Kent Wildlife Trust regarding ways of working together to safeguard spaces for nature in Kent. They are able to provide support with advice, guidance and technical work for neighbourhood plans. It was agreed that this be passed to the Macey's Meadow meeting for further discussion.</p> | SH | ✓ | |
| 20/97 | <u>PLAYING FIELD</u> | | | |
| 97.1 | <p><u>Play Equipment Repairs</u></p> <p>It was noted that two quotations had been received for repairs, as follows:</p> <ul style="list-style-type: none"> • To repair two bench seats £120.00 • To repair tread on trim trail £150.00. <p>It was agreed to accept the quotation for repairs to the bench seats. Repairs to the trim trail to be carried out in 2020/2021 as insufficient funds in the budget.</p> | SH | ✓ | |
| 97.2 | <p><u>Play Area Sign</u></p> <p>It was noted that a quotation had been received from RBLI for a children's safety sign at the children's play area for the sum of £41.54 + VAT. It was agreed that this be accepted.</p> | SH | ✓ | |
| 97.3 | <p><u>Annual Play Equipment Inspection</u></p> <p>It was noted that Craigdene will no longer be carrying out the annual play inspection. It was agreed that we use Playspaces who currently carry out the quarterly inspections.</p> | | | |
| 97.4 | <p><u>MK11 Spring Meet – Sunday 3 May 2020</u></p> <p>It was noted that an application has been received, for the annual MK11 spring meet on Sunday 3 May 2020, to be held on the playing fields. It was agreed that permission be granted subject to ground conditions and a donation of £50.00.</p> | SH | ✓ | |
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| 20/98 | <u>CRICKET MEADOW</u> | | | |
| | <u>Tree Guard</u> It was noted that updated costs have been received. Due to a delivery charge there is now a shortfall of £64.35. Discussion took place regarding the need for the guard and it was agreed that no action be taken at this time and to safeguard the monies should it be required in the future. | SH | ✓ | |
| 20/99 | <u>BALL PARK</u> The Assistant Clerk reported that West Malling School had passed our letter, regarding larger backboards, to the relevant person and a reply is awaited. She also said that she felt it would not be possible for RBLI to make the boards as they would need the exact positioning of fixings and this would not be possible to obtain. | | | |
| 20/100 | <u>WASTE/RECYCLING SERVICES</u> | | | |
| | <u>Spring Litter Pick</u> It was agreed that the spring litter pick will take place on Saturday 25 April 2020. Meeting at the village hall at 10am finishing at The Clout at 12pm. Comment was made that larger gloves will need to be provided. | SH | ✓ | |
| 20/101 | <u>VILLAGE HALL</u> Mrs Javens reported that the next management meeting is on Thursday 13 February 2020. The Assistant Clerk reported that the emergency sign had been received and will be placed on the height barrier as soon as possible. | SH | | |
| 20/102 | <u>Committee Reports</u> It was noted that committee reports will regularly be prepared for a Parish Council newsletter. Mr Stevens asked that members contribute towards the report. | | | |
| 20/103 | <u>FINANCE</u> | | | |
| | <u>Budget Statements</u> Budget statements were circulated to members. | | | |
| 20/104 | <u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> Miss Barkham asked about the street cleaner's route. She said that the leaves on the pavements in St Leonard's Street were dangerous. This is the responsibility of the Borough Council. | | | |
| 20/105 | <u>APRIL MEETING</u> It was agreed that the April meeting will take place on Thursday 23 April 2020. The Assistant Clerk to book the committee room. | SH | ✓ | |
| 20/106 | <u>NEIGHBOURHOOD PLAN</u> The following policy themes were discussed: <ul style="list-style-type: none">• GP Surgery• Green West Malling | SH | ✓ | |

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| | <ul style="list-style-type: none"> • Services for young people and the elderly • Library/CAB • Museum/exhibition space <p>Representations will be forwarded to the Planning Committee.</p> | | | |
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| | <p>Date of Next Meeting – Monday 9 March 2020 (concentrating on Allotments)</p> | | | |
| | <p>There being no further business the Chairman thanked Members for attending and closed the meeting at 9.45 p.m.</p> <p>Signed..... Date.....</p> | | | |