

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE  
HELD ON MONDAY 12 OCTOBER 2020 AT 7.30PM

MEETING CONDUCTED BY ZOOM VIDEO CONFERENCE CALL

**Present**  
**Mr P Stevens**  
**Ms S Margetts**  
**Mrs L Javens**  
**Mrs Y Smyth**  
**Miss G Barkham**  
**Co-opted Members:**  
**Rev D Green**  
**Ms I Macdonald**

Minute		Action by	Action taken	Response
20/424	<b>APOLOGIES FOR ABSENCE</b> were received from Mr M Doyle and Mr Musker			
20/425	<b>DECLARATIONS OF INTEREST –</b> Mrs Javens declared an interest in [20/431] as a local resident to the children's play area.			
20/426	<b>MINUTES –</b> the Minutes of the Meeting held on Monday 14 September 2020 were approved and signed.			
20/427	<b><u>MATTERS ARISING</u></b>  [20/379] Ms Margetts reported that the planter in the High Street has now been emptied and planted up.			
20/428	<b><u>CHURCHYARD</u></b>			
428.1	<b><u>Report by Rev David Green</u></b>  Rev Green reported the following matters: <ul style="list-style-type: none"> <li>• Grounds maintenance will be carried out on Wednesday and Thursday this week.</li> <li>• There will be a pre Remembrance Day cut.</li> <li>• The tap is still working.</li> <li>• Explained the service for Remembrance Day.</li> </ul> Ms Stacpoole asked about God's Green Acre. Rev Green said he had not heard anything further.			
428.2	<b><u>Quotation for Tree Survey of Lime Trees</u></b>  It was noted that a quotation had been received for a tree survey of the Lime trees for the sum of £245.00 + VAT. A further quotation is awaited.  Discussion took place regarding other tree planting in the churchyard. Miss Barkham suggested contacting the Woodland Trust. Rev Green said that there maybe PCC grants			

	available.			
	Church members left the meeting at 19.45p.m.			
<b>20/429</b>	<b><u>ALLOTMENTS</u></b>			
<b>429.1</b>	<p><b><u>Report by WMPC</u></b></p> <p>It was noted that Miss Barkham had carried out an inspection of the allotments and it was presented as follows:</p> <p>1A – new tenant.  4 - monitor at renewal in November.  17 – less than 75% cultivated, weeds not controlled. To monitor.  19A – less than 75% cultivated, weeds not controlled, hedges and grass not maintained.  It was agreed that a letter to quit be sent.  26A – less than 75% cultivated, weeds not controlled, hedges and grass not maintained.  Some work has taken place. To monitor.  27B – Fruit trees have been cut back.  30 – less than 75% cultivated, weeds not controlled, no marker and grass not maintained. It was agreed a first letter be sent.</p> <p>The path between plots 14/15 impassable. The Assistant Clerk to look.</p> <p>The paths between 17/18 and 20/21 very narrow.</p> <p>Plot marker for 29A and 30 are in the hedge.</p> <p>A letter to be sent out with the renewals reminding tenants of the need to maintain a clear path between plots.</p>	<b>SH</b>	✓	
<b>429.2</b>	<p><b><u>Replacement Fencing</u></b></p> <p>It was noted that Parkers Fencing cost remains the same, for a 4ft fence, at £4480.00 + VAT.</p> <p>GKW Wrought Iron amended quotations is £3175.00 VAT.</p> <p>After discussion it was agreed that the work be carried out in the next financial year as there is insufficient funds in the current year. £459.40, being the difference in quotation cost and 2019/20 budget figure, be budgeted in 2020/21. This year's budget figure to be safeguarded.</p>	<b>SH</b>	✓	
<b>20/430</b>	<b><u>MACEY'S MEADOW</u></b>			
<b>430.1</b>	<p>It was noted that the volunteer dates are as follows:</p> <p>3, 17 and 31 October  14 and 28 November  5 and 19 December.</p> <p>Ms Stacpoole made comment about users of the Meadow making a donation to help with the upkeep. To be referred to the next Macey's Meadow meeting.</p>			
<b>430.2.</b>	<p><b><u>Tree Survey</u></b></p> <p>Ms Margetts said Mr Doyle and herself had walked around the meadow and along by the railway line. The quotation for a tree survey is awaited.</p> <p>Ms Margetts said she had obtained a quotation for a replacement noticeboard frame for the sum of £159.00+ VAT.</p>			

<b>430.3</b>	<b><u>Cutting of Internal Hedges</u></b>  It was noted that the internal hedges cut will be carried out on either Thursday 12/Friday 13 November 2020.			
<b>20/431</b>	<b><u>PLAYING FIELD</u></b>			
<b>431.1</b>	<b><u>Replacement Fencing</u></b>  Discussion took place regarding the replacement fencing along the boundary of the children's play area and Woodland Close. The Clerk and Assistant Clerk met with a resident, whose property is on the boundary of the play area, and he expressed his concerns with the work that had been carried out. He feels that the fencing is unsuitable and the removal of the hedge has affected his privacy. The resident has been asked to put the concerns in writing.  Mr Stevens said he had also spoken with the resident and suggested that 6ft reed screening, secured to the Parish Council side of the fencing, and the planting of a new hedge will help protect their privacy.  Mrs Javens commented on the difference in height at various points. This is due to the ground being uneven. There is a tree stump, remaining, by her fencing. Four Seasons to be asked to look at this.	<b>SH</b>	✓	
<b>431.2</b>	<b><u>Cutting of Internal Hedges</u></b>  It was noted that the internal hedges are to be cut either Thursday 12/Friday 13 November 2020.			
<b>20/432</b>	<b><u>CRICKET MEADOW</u></b>  There was not anything to report.			
<b>20/433</b>	<b><u>BALL PARK</u></b>  There was not anything to report.			
<b>20/434</b>	<b><u>VILLAGE HALL</u></b>  <b><u>Annual Contribution</u></b>  It was noted that WMVHMC thanked the Parish Council for the annual contribution.			
<b>20/435</b>	<b><u>WASTE/RECYCLING SERVICES</u></b>  <b><u>Transfer of Public Toilet Facilities</u></b>  It was noted that TMBC are still looking to transfer this facility on 1 April 2021. They are currently undertaking a review of the facilities to assess their current conditions to ensure that are in an appropriate operational condition. Any work necessary will be completed prior to transfer. TMBC will be making a one off payment of £9000, upon transfer, to assist with any legal/transfer costs that the Parish Council may incur.  Consideration had been given to relocating the facilities but this is not possible due to costs.  In principle we are interested in the transfer subject to contract.  It was agreed that TMBC be asked to provide, approximate, annual running costs. The Parish Council would like to be informed of any intended work after the review.	<b>SH</b>	✓	

20/436	<b><u>FINANCE</u></b>			
436.1	<b><u>Budget Statements</u></b> Monthly budget statements were noted.			
436.2	<b><u>Consideration of Budget for 2021/2022</u></b> It was agreed that the Assistant Clerk obtain costs for the following: <ul style="list-style-type: none"><li>• Costs for tree survey of Macey’s Meadow</li><li>• Tree stump removal at the ball park</li><li>• Tennis court resurfacing</li><li>• Allotment fencing</li><li>• Tree work at children’s play area</li></ul>	SH	✓	
20/437	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b> Mr Stevens said that a resident of Woodland Close was experiencing problems with youths climbing on the rubbish bin, in the children’s play area, onto their garage. It was agreed to ask Mr Carr to move the bin away from the wall of the garage.	SH	✓	
	<b><u>Date of Next Meeting</u></b> – Monday 9 November 2020 (concentrating on Allotments)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 9.04p.m.  Signed..... Date.....			