

# WEST MALLING PARISH COUNCIL

## MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 10 OCTOBER 2021 AT 7.30PM VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present:** Mr P Stevens (Chairman)

Miss G Barkham

Ms S Margetts

Mrs L Javens

Ms Stacpoole

**Co-opted Members:**

Mr M Doyle

Ms I Macdonald

Mr J Musker

Minute		Response
Action taken		Action by
21/518	<b><u>APOLOGIES FOR ABSENCE</u></b> : Mrs Y Smyth and Rev D Green	
21/519	<b><u>DECLARATIONS OF INTEREST –</u></b> none other than routinely declared.	
21/520	<b><u>MINUTES</u></b> – after amendments to <b>(21/465 – matters arising)</b> should be Lime tree T3 and <b>(21/468.1 – Macey's Meadow)</b> Applefest cancelled due to Covid restrictions and wildflower seeds have been planted in the loam pit the minutes of the meeting held on Monday 13 September 2021 were approved and signed.	
21/521	<b><u>MATTERS ARISING</u></b>  There were no matters arising.	
21/522	<b><u>TENNIS COURTS</u></b>  Mr Barton confirmed that the income was slightly higher than estimated but it is not a profit centre and that they break even.  It was agreed to review in 12 months.	
21/523	<b><u>CHURCHYARD</u></b>	
523.1	<b><u>Report by Rev David Green</u></b>  In his absence Rev Green had provided a report, as follows:  <b>Churchyard allotments</b> We have served notice on Ashley Fosberry in regard to plots 5 and 6. We've allowed him to keep plot 7 on a trial basis. Plot 4 has also changed hands to Stuart Forsey with Kerrie Stephens now taking on plot 5 (instead of 4) and, theoretically, Christine Bone taking on plot 6. However, I've not heard at all from Christine despite several attempts to ask her about whether she does indeed want the allotment.  <b>Churchyard walls</b> There has also been a patch of the churchyard wall collapsed in the allotments. I think Stuart Forsey must have tried to pull down the ivy and the whole wall came with it. One of my Churchwardens is scheduling to meet with BW May & Sons to look at a patch of	

	<p>churchyard wall that backs onto Offham Road where the home owners have asked for some repairs. They will also look at this patch by the allotments and give us quotes.</p> <p>As Peter has pointed out previously (very wisely), I think we really will need to start looking at a phased plan for wall repairs with you and St Mary's PCC.</p> <p><b>Trees</b></p> <p>The Archdeacon has now given permission for T1 and T3 to be felled and the roots ground down. That's now sorted. However, because T2 is technically not dying, that does need separate Faculty Permission and a more complete process. That longer process doesn't apply to T1 and T3 because of their poor condition. I have sent in the forms and asked the DAC to consider it so that we can fell all three at the same time.</p> <p>We will need to return to the DAC in due course with plans for three new trees to be planted but I didn't want to delay the felling with any discussions or wrangling about new trees. I think we need to ask WMPC to look at getting quotes for the three trees to come down, pending that final bit of approval relating to T2.</p> <p><b>TMBC Tree Officer</b></p> <p>Simon was very helpful with the trees but I understand he's now moved on. Do you know the name of the new Tree Officer?</p> <p><b>Taps</b></p> <p>Both taps are working. I intend to turn them off soon so they don't freeze over winter. But otherwise, everything is fine.</p> <p><b>Hedge at 140 High Street</b></p> <p>You will have the quotes for the hedge work. I'm happy with either Four Seasons or C&amp;A doing the work. Whatever the Council wish to decide.</p> <p>I do think we need a better way forward and some form of agreement for the long-term with St Mary's, WMPC and Mr &amp; Mrs Wooldridge at 140 High Street.</p> <p><b>Specification for 2022</b></p> <p>I've given Claire and Sarah my feedback on the specification. I'm happy with it. I'd be very happy to see C&amp;A back in 2022 but I guess we'll have to see what the prices look like.</p> <p><b>Graves</b></p> <p>In digging a grave today, we found a large subterranean structure made of brick that effectively brings the third line of graves on the south side to an abrupt halt. We won't be able to do any more in that line heading south towards the churchyard wall. A fourth line has thus begun and it's the last possible complete line in the current area in use. I anticipate it may last about four to five years (<i>although Covid meant we used up the previous line in about 18 months</i>). After that, we'll have to think about where next we look to bury.</p> <p>The Assistant Clerk to obtain quotes for felling of T1 and T3. <span style="float: right;">SH ✓</span></p> <p>Discussion took place regarding the cutting back of the hedge in the north-west annex, on the boundary of the the allotments and 140 High Street. The hedge is in the boundary of 140 High Steet although the growth on the Churchyard side is prolific and is starting to encroach over War Graves. Three quotes had been received, as follows:</p> <table border="0"> <tbody> <tr> <td>• Day Tree Fellers</td> <td>£960.00</td> </tr> <tr> <td>• Four Seasons</td> <td>£272.00 + VAT</td> </tr> <tr> <td>• C&amp;A Landscapes</td> <td>£275.00 + VAT</td> </tr> </tbody> </table> <p>After discussion it was proposed by Ms Barkham, seconded by Ms Stacpoole that the quote from C&amp;P Landscapes be accepted as they carry out the grounds maintenance of the Churchyard. In regards to payment the Parish Council hope that a mutual agreement can be made with the owners of 140 High Street, PCC and themselves. Going forward it</p>	• Day Tree Fellers	£960.00	• Four Seasons	£272.00 + VAT	• C&A Landscapes	£275.00 + VAT	
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	<p>was agreed that the hedge be included in the grounds maintenance specification.</p> <p>Mr Musker said that a wasps nest in the Churchyard had been dealt with.</p>		
523.2	<p><b><u>Churchyard Specification for Tender</u></b></p> <p>Members had been issued with a copy of the specification. Several amendments had been made, as follows:</p> <ul style="list-style-type: none"> <li>• additional 2 cuts</li> <li>• wildflower meadow (north-west annex)</li> <li>• strim boundary wall with 1 Churchfields</li> <li>• hedge churchyard, allotments and 140 High Street</li> </ul> <p>It was agreed that it be put out to tender.</p>	SH	✓
	Churchyard representatives left the meeting at 8.00p.m.		
21/524	<p><b><u>ALLOTMENTS</u></b></p> <p><b><u>Allotment Inspections</u></b></p> <p>The allotment inspection report was presented as follows:</p> <p>1A – new tenant      3A - sunflowers have fallen across the path. Ms Margetts will speak with the tenant.      4A – less than 75% cultivated, weeds not controlled, no plot marker and grass not maintained. Due to the personal circumstances it was agreed to leave any contact until renewal time.      4B – less than 75% cultivated, weeds not controlled. Clearance in progress.      5A – less than 75% cultivated, weeds not controlled. Work in progress.      5B – weeds not controlled and grass not maintained. Weedy, messy.      6 – less 75% cultivated, weeds not controlled, dead fruit tree, grass not maintained. One bed cleared, weedy. Leave contact until renewal.      8B – less than 75% cultivated, weeds not controlled, grass not maintained.      9A – weeds not controlled and grass not maintained.      12B – less than 75% cultivated, weeds not controlled.      14A – weeds not controlled, grass not maintained. Asparagus fern across path.      15A – work in progress, some weed.      19A – less than 75% cultivated, weeds not controlled, grass not maintained. Mostly overgrown with grass. Leave contact until renewal.      19B – less than 75% cultivated, weeds not controlled, fruit trees not managed. Leave contact until renewal.      21A – new tenant.      21B – quite a covering of mypex.      23A – has some non fruit trees in pots. To monitor.      25A – weeds not controlled, grass not maintained.      29A – new tenant.      30 – less than 75% cultivated, weeds not controlled, grass not maintained. Tenant is unwell will consider continuation at renewal time.</p> <p>The path between 19A/ 20 is narrow. Boundary to be checked.</p> <p>Ms Margetts asked that when renewals are sent that tenants be reminded of conditions in respect of hedge maintenance, cutting of grass paths and dogs.</p> <p>There is a dead cherry tree at the top of plot 5B on the boundary of the cricket meadow. The Assistant Clerk will look.</p> <p>Plot 4B is putting plant debris on the area cleared. Tenant to be contacted.</p>	SH	✓

	Mr Stevens asked that an item be put on the November agenda for increase of allotment rents in 2022/23.		
<b>21/525</b>	<p><b>MACEY'S MEADOW</b></p> <p>Mr Doyle said that the internal hedges in the meadow will be cut on Monday 1 November 2021.</p> <p>New hedging to be planted in the spring meadow by the cherry trees. Ms Margetts has ordered the hedging.</p> <p>Chipping needs to be carried out.</p> <p>Mr Doyle asked about an additional dog waste bin. The Assistant Clerk said that she had spoken with Waste Services and they are currently not providing new bins.</p>		
<b>21/526</b>	<p><b>PLAYING FIELD</b></p> <p><b>Bench Repairs</b></p> <p>It was noted that a quotation had been received to replace damaged seat slats for the sum of £180.00. It was agreed this be accepted and funded from playground repairs.</p> <p>Mr Stevens reported that a resident had suggested crowd funding for the repairs to the zip wire. If the resident wished to set up a go fund me the Parish Council have no objection. The Assistant Clerk reported that she was applying for Tesco Community Grant.</p> <p>Mrs Javens said that the hedge on the boundary of the village hall car park and Norman Road is very over grown. This is due to be cut back.</p> <p>Mr Stevens said about a new item of inclusive play equipment. The Assistant Clerk said she had obtained a quotation, £9734.00 + VAT, for a ground level roundabout. It was agreed to budget over several years. It may be necessary to install a pathway to the equipment.</p>	SH	✓
<b>21/527</b>	<p><b>CRICKET MEADOW</b></p> <p>The hedge adjacent to Macey's Meadow and the allotments will be cut on Monday 1 November 2021.</p>		
<b>21/528</b>	<p><b>BALL PARK</b></p> <p>There was not anything to report.</p>		
<b>21/529</b>	<p><b>VILLAGE HALL</b></p>		
<b>529.1</b>	<p><b>Report by Parish Council Representative</b></p> <p>Mrs Javens reported that the outside lights need adjusting and the contractor is expected back on site.</p> <p>Next meeting Monday 22 November 2021.</p>		
<b>529.2</b>	<p><b>Use of Garage – by Mrs B's Day Care</b></p> <p>It was noted that a quotation has been received for the removal of the ivy on the garage, for the sum of £689.00. The Assistant Clerk reported that our insurance company require rebuild costs. The Assistant Clerk to obtain cost of rebuild and demolition.</p>	SH	✓
<b>21/530</b>	<p><b>WASTE/RECYCLING SERVICES</b></p>		

	<b><u>Electric Vehicle Charge Points</u></b>  The Assistant Clerk reported that the deadline for applications was due. Discussion took place regarding charge points in the village hall car park and it was agreed to refer to Full Council for further discussion.  <i>Subsequent to this the Assistant Clerk completed the application as the deadline was Friday 15 October 2021. We will be notified of the decision.</i>	SH	✓	
21/531	<b><u>BYE-LAWS</u></b>  Mrs Smyth has a copy of the existing Bye-Laws and will begin the process of updating.			
21/532	<b><u>FINANCE</u></b>			
532.1	<b><u>Budget Statements</u></b>  The monthly budget statements were noted.			
532.2	<b><u>Tenders</u></b>  Members had been issued with the Tenders. After an addition of work to be hedge work, Macey's Meadow, to be undertaken with a circular saw it was agreed that the specifications be put out for tender.  Mrs Javens agreed to open the tenders.			
532.3	<b><u>Consideration of Budget 2022/2023</u></b>  It was agreed that £2000.00 towards a new piece of equipment. £1850.00 playground equipment (zipwire). The Assistant Clerk to obtain costs of a tree survey for the Churchyard.  Mr Doyle to discuss Macey's Meadow budget with the advisory committee.	SH	✓	
21/533	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b>  There were no questions.			
	<b><u>Date of Next Meeting</u></b> – Monday 8 November 2021 (concentrating on Allotments)			
	There being no further business the Chairman thanked members for attending and closed the meeting at 9.20 p.m.			
	Signed.....	Date.....		