

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 13 DECEMBER 2021 AT 7.30PM
VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mr Stevens
Ms Stacpoole
Miss G Barkham
Ms S Margetts
Mrs L Javens
Co-opted members:
Mr M Doyle
Ms I Macdonald
Mr J Musker

Mr J Barton – Jimmy's Tennis

Minute		Action by	Action taken	Response
21/658	<u>APOLOGIES FOR ABSENCE</u> : Mrs Y Smyth and Rev D Green			
21/659	<u>DECLARATIONS OF INTEREST</u> – none other than routinely declared.			
21/660	<u>MINUTES</u> – after amendment to (21/603 – Risk Assessments) to delete man the minutes of the meeting held on Monday 08 November 2021 were approved and signed.			
21/661	<p><u>MATTERS ARISING</u></p> <p>21/595.1 – It was noted that Full Council had agreed to the change in contractor, and additional cost, for Four Seasons to cut the allotment hedge. This will be carried out on Wednesday 15 December 2021.</p> <p>21/598 – Miss Barkham asked if the Cricket Club had responded to the complaint regarding two footballers. The Assistant Clerk reported that they were extremely sorry and this type of behaviour will not be tolerated. They will speak to the managers of the clubs involved.</p>			
21/662	<p><u>TENNIS COURTS</u></p> <p>Jim Barton was welcomed to the meeting. He thanked the parish council office staff for all their support over the last year. He explained that the club provided a good facility and was covering costs only.</p> <p>He will replace one of the nets with a second hand one he has. There is some tree growth coming through the court fencing and he is happy to cut this back. Members thanked him for this.</p> <p>Inter school games will take place next summer with a Wimbledon Junior champion helping coach.</p> <p>Jim outlined the Government community scheme to improve courts and to encourage a more expanded use of facilities. No set guidelines have yet been published but will contact us when he has more information. It is understood that grants will be based on demographic areas where it is difficult for families to access sport due to financial restraints.</p>			

	<p>He said that the court surface has a possible life span of 2/3 years. An approximate cost would be £20,000. If the courts are resurfaced, under the community scheme, it would be advised to have some sort of access control. This is something that can be discussed further should the parish council agree to proceed with an application once the scheme is launched.</p> <p>Mr Barton was thanked for his time and left at 7.50p.m.</p>		
21/663	<u>CHURCHYARD</u>		
	<p><u>Report by Rev David Green</u></p> <p>In his absence Rev Green had provided the following report:</p> <p>London Plane Tree The work has now been done both to make safe and then further works that were required to make the tree safe above the area where it had split. The total cost was £2,046 (inclusive of VAT) and paid for out of Church Repair Funds held by St Mary's PCC. Please pass on my thanks to the Parish Council for their contribution of £615 towards the work.</p> <p>Lime Trees, T1,2,3 Following a further site visit from the Tree Safety Surveyor, Darren Hood, we've now had it confirmed that T2 (to the north of the footpath) is fine and doesn't need to be felled. This is welcome news. Permissions from the Diocese are in place to remove T1 and T3 and I believe we are awaiting quotations for the work which Sarah and Claire have been chasing.</p> <p>I think we will need a site meeting with the contractors prior to work starting. Ostensibly I think it's necessary because of the busy nature of the footpath and working out how we direct people around the tree surgeons. I'd also like some prior warning so we can put up notices ahead of time.</p> <p>Tree Survey I note that we've had a quote for the Tree Survey in the last set of minutes in November. I'm not sure if we've yet had the shortfall authorised but I hope we can get on with that early in 2022.</p> <p>Hedge The hedge work has all be done, as you know. The contribution of £100 from St Mary's and £60 from owners of 140 High Street has now been passed to the Parish Council.</p> <p>Boundary Wall repairs The Committee will be aware of two sets of repairs now needed. One of our Churchwardens met with BW May & Son to look at them and get quotes. BW May had previously won the task of doing repairs to the boundary wall adjacent to 1 Churchfields from a competitive tender process.</p> <p>The owners of 45 Offham Road have asked us to look at some repairs on their side of the wall. The quote from BW May is £1,986 + VAT.</p> <p>In addition, a portion of the wall at the allotments has collapsed. The quotation from BW May there is £3,185 + VAT.</p> <p>As a PCC, we are trying to explore if there are other options to repair the wall including the possible use of volunteer help. We have a little bit of time to work out a plan as such repairs must be done when the weather improves because of the limestone mortar used in the ragstone walls. Certainly, over £5,000 in wall repairs is a major chunk of money that we can ill-afford in available church repair funds.</p> <p>What I think it does underline is that our overall plan for the churchyard, shared with the Amenities Committee, does need to include regular annual attendance to the wall and, perhaps, a slow, steady, process of making our way around the whole wall over (most</p>		

	<p>likely) ten years or more to try to ensure it's maintained in good condition. As these quotations prove, it gets expensive when the wall fails!</p> <p>Benches and other memorials No issues at present.</p> <p>Taps Both taps are working but have now been turned off for the Winter to prevent freezing.</p> <p>Bins We continue to struggle with the ongoing issues with the non-collection of brown bins. The churchyard has three bins (which we pay for) and they have not been emptied now for some months, bar a special collection which took place a few weeks ago.</p> <p>The Assistant Clerk reported that one quotation had been received, from SL Treecare, for the felling of the Lime trees for the sum of £1850.00 + VAT. Two further quotations are awaited in the New Year. The tree survey for whole of the Churchyard will be taking place on Wednesday 5 January 2022.</p> <p>Discussion took place regarding a rolling repair programme for the walls. Mrs Javens proposed £2000 be added to the 2022/23 budget. Seconded by Ms Margetts.</p> <p>It was agreed to look at the Churchyard budget and amendments were made as follows:</p> <p>£1000 war memorial plaque to be safeguarded. £2000 for wall repairs.</p>			
	Churchyard representatives were thanked for attending and left the meeting at 8.15p.m.			
21/664	<p><u>MACEY'S MEADOW</u></p> <p>Mr Doyle reported that they have been planting the new hedge with money kindly donated by The Malling Society. The infilling of gaps in the hedge, Norman Road, has taken well. Two Morello Cherry trees have been planted using donated funds. Cider Apple trees are to be delivered.</p> <p>Mulching has been carried out and some has been used in the gateways. Some internal gates are being left open for people to bypass the mud.</p>			
21/665	<p><u>PLAYING FIELD</u></p> <p>There was not anything to report.</p>			
21/666	<p><u>CRICKET MEADOW</u></p> <p><u>Bench Repairs – Land West of Age Concern</u></p> <p>It was noted that a quotation had been received to repair one of the benches which has become loose for the sum of £126.40. There is £100 in the budget for maintenance and there is sufficient funds in strimming of paths, benches and staples (cricket meadow) to cover £26.40. It was agreed to refer to Full Council for agreement for use of the funds.</p> <p>Mr Doyle said that the Lime tree is sprouting lots of new growth and wondered if a tree guard should be installed to protect it. It was felt that this may make it more noticeable for damage.</p> <p>Mr Doyle said that the rope around the cricket pitch is regularly cut.</p>			
21/667	<p><u>BALL PARK</u></p> <p>There was not anything to report</p>			

21/668	<u>VILLAGE HALL</u>			
668.1	<p><u>Report by Parish Council Representative</u></p> <p>Mrs Javens reported on the following:</p> <ul style="list-style-type: none"> • The Parish Council were thanked for the annual contribution. • Grants from the Borough Council have now stopped. Finances are healthy. • A high level clean to be carried out by a maintenance company. Small paint jobs to be carried out. • Changing room lighting to be upgraded. • It was felt WIFI was not necessary. Should electric car charging points be installed the cost to be covered by the Parish Council. • The next meeting of the VHMC to be held on Monday 21 February 2022. <p>Discussion took place regarding the provision of WIFI and the following response be forwarded to the VHMC:</p> <p>“Unfortunately, the Parish Council is struggling to meet commitments in the precepts. In view of the fact we are able to continue with the annual contribution perhaps the village hall management committee can use some of this towards WIFI.</p> <p>Should electric charging points be installed, in the future, at the village hall we hope that the cost of charging from the electric used will cover the cost of the WIFI.”</p> <p>Discussion took place regarding arranging a working party to clear the car park and remove climber growth in the hedge. A date to considered in Spring.</p>			
668.2	<p><u>Use of Garage – by Mrs B’s Day Care</u></p> <p>No reply has been received to date.</p>			
668.3	<p><u>Tree Work – Removal of Upper Branches of Tree in Car Park</u></p> <p>It was noted that a quotation had been received for the removal of the branches, leaving a trunk of 2m, of the tree nearest the first height barrier. The tree is decaying with lots of deadwood falling into the car park. The trunk to remain to prevent unauthorised access to the car park. For the sum of £370.00 + VAT.</p> <p>It was agreed that further quotations be obtained and a cost to be added to the budget for 2022/23.</p>	SH	✓	
21/669	<p><u>WASTE/RECYCLING SERVICES</u></p> <p>Members had been circulated with the latest recycling news from TMBC.</p>			
21/670	<p><u>BYE-LAWS</u></p> <p>Mrs Smyth has a copy of the existing Bye-Laws and will begin the process of updating.</p>			
21/671	<u>FINANCE</u>			
671.1	<p><u>Budget Statements</u></p> <p>The monthly budget statements were noted.</p>			
671.2	<p><u>Tenders</u></p> <p>The Assistant Clerk explained changes in grounds maintenance for the playing fields, cricket meadow and village green as Nurture had withdrawn their tender. This has now been awarded to Landscape Services.</p>			

<p>671.3</p>	<p><u>Consideration of Budget 2022/2023</u></p> <p>The following amendments were made to the budget:</p> <ul style="list-style-type: none"> • Ball park repairs reduced to £500.00 • Tennis court remarking removed. • Addition of tree work, village hall car park £370.00 • Allotment addition to carry out work to plots 1A/B £500.00 		
<p>671.4</p>	<p><u>Accounts for Payment</u></p> <p>Accounts for payment – totalling £4496.54 were approved. See attached</p>		
<p>21/672</p>	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>There were no questions.</p>		
	<p><u>Date of Next Meeting</u> – Thursday 13 January 2022 (concentrating on Allotments)</p>		
<p>Signed.....</p>	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 9.10 p.m.</p> <p>Date.....</p>		

Accounts for Payment 13th December 2021

**cheques to
be
drawn**

<p>West Malling PCC (cheque 2362) (contribution towards emergency tree works)</p>		<p>£ 615.00</p>
<p>Four Seasons Gardens Ltd (cheque 2363) (invoice 4536 Macey’s Meadow hedge cut - hedge 2 & 3)</p>	<p>VAT 157.32</p>	<p>786.60 £ 943.92</p>
<p>Four Seasons Gardens Ltd (cheque 2364) (invoice 4537 Cricket meadow hedge cut)</p>	<p>VAT 86.54</p>	<p>432.68 £ 519.22</p>
<p>Four Seasons Gardens Ltd (cheque 2365) (invoice 4538 Norman Road playing field hedge cut)</p>	<p>VAT 124.97</p>	<p>624.87 £ 749.84</p>
<p>Four Seasons Gardens Ltd (cheque 2366) (invoice 4555 Macey’s Meadow hedge cut - hedge 1)</p>	<p>VAT 152.26</p>	<p>761.30 £ 913.56</p>
<p>C & A Landscapes Ltd (cheque 2367) (invoice CA33353 Churchyard grounds maintenance for 9th November)</p>	<p>56.00</p>	<p>280.00 £ 336.00</p>
<p>T&MBC (cheque 2368)</p>		<p>£ 419.00</p>

(fee for pre-application planning advice)

TOTAL

£4,496.54