

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 11 JANUARY 2016 AT 7.30PM AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mr P Stevens (Chairman)
Mrs L Javens
Mr R Selkirk
Mrs Y Smyth

Also in Attendance:
2 Allotment Tenants

Mrs Sarah Howard (Assistant Clerk)

Minute		Action by	Action taken	Response
16/19	<u>APOLOGIES FOR ABSENCE</u> were received from co-opted Members Mr M Doyle, Rev D Green and Ms Macdonald.			
16/20	<u>DECLARATIONS OF INTEREST</u> – none other than those already routinely declared.			
16/21	<u>MINUTES</u> – of the Meeting held on Monday 14 December 2016 were approved and signed.			
16/22	<u>MATTERS ARISING</u> – from the Minutes not otherwise on the Agenda			
16/23	<u>ALLOTMENTS</u>			
23.1	<u>Allotment Report from WMPC</u> Mr Stevens reported that he had not carried out an inspection due to the recent weather conditions. The Assistant Clerk said that the water bill had been received for the period June to December for £316.60. Mr Stevens asked for a copy of the bill.	SH	✓	
23.2	<u>Ryarsh Lane Allotment Society</u> Mr Selkirk reported that Mr Mullins had tendered his resignation as Chairman of the RLAS. It was agreed that a letter be sent to Mr Mullins thanking him for all his time and efforts. Mr Cross, as Secretary, will be the point of contact and will carry out the future inspections.	SH	✓	
23.3	<u>Rabbit Proof Fencing</u> It was noted that the rabbit proof fencing work had been completed and an invoice for the sum of £2985.00 had been received. It was felt that the work had been carried out satisfactorily. The Assistant Clerk was asked to contact the contractor and ask that the invoice be re-issued – one to WMPC for £800.00 being the labour and one to RLAS for	SH	✓	

	£2185.00 being the cost of fencing.			
23.4	<p><u>Refund/Non-Refund of Deposits</u></p> <p>Mr Stevens reported that he had visited the allotments after the December Amenities Meeting to inspect the relinquished plots and proposed that plots 9A, 12 and 18B should not have their deposits returned as they will require significant clearing. 28B should have their deposit of £25 returned, seconded by Mr Selkirk. A letter should be sent to three plots advising them that the deposit will not be refunded.</p> <p>The Assistant Clerk said she had obtained a quote for the clearance of the plots, for information, for the sum of £545.00.</p> <p>The Assistant Clerk reported that there was one outstanding allotment rent and that she had left several messages but to date had not received a reply. It was agreed that a letter be hand delivered to the tenant as payment was overdue.</p> <p>The Assistant Clerk said that there are six half plots available but had not yet reallocated them. She said that she had contacted the first three on the list but had not received a reply. The Management Plan states that a period of three weeks is to be given for a response. The Assistant Clerk to diarise.</p>	SH	✓	
23.5	<p><u>Anti-Social Behaviour</u></p> <p>It was noted that correspondence had been received from an allotment tenant regarding theft of wooden pallets and wooden posts from the plot. The culprits are climbing over the boundary fence between the allotments and Macey's Meadow, taking the wood and using it to have fires. The thefts have been reported to the Police and crime numbers obtained.</p> <p>Considerable discussion took place and it was suggested that a higher fence be considered between the allotments and Macey's Meadow with hawthorn hedging being planted between the boundary fence and the existing rabbit proof fence. It was agreed to obtain the views of Macey's Meadow Committee Members regarding the installation of a 6ft fence of a similar design although smaller holes would be preferable.</p> <p>The Assistant Clerk was asked to contact Gary Stevens, fencing contractor, and obtain a ballpark figure for a 6ft fence, posts, of a similar design for the next Full Council budget meeting.</p> <p>Mr Stevens said that the proposed Capital Expenditure in the Management Policy could be amended to enable the fencing to be carried out in 2016-2017 and the water facilities in 2017-2018 (page 6 of the draft Allotment Policy Document).</p> <p>The Assistant Clerk was asked to contact Spadework and obtain rough costings for bare root hawthorn hedging.</p>	SH	✓	
23.6	<p><u>Draft Allotment Policy Document 2015-2019</u></p> <p>A copy of the draft Allotment Management Plan was circulated to members. Mr Stevens said that the approved amendments had been made.</p> <p>It was agreed that the Capital Expenditure (page 6 of the document) be amended to show works to fencing in 2016-2017 and water facility works in 2017-2018. Mr Stevens said he would amend the Policy Document and re-issue.</p> <p>It was agreed that a recommendation be made to Full Council for the Allotment Policy Document 2016-2017 be approved.</p>	SH/ PS	✓	
	Allotment tenants left the meeting at 8.25p.m.			
16/24	<u>CHURCHYARD</u>			

	<u>Draft Churchyard Management Document 2015-2017</u>			
	It was noted that the draft Churchyard Management Document had been received. Mr Stevens said several points had been raised and a new draft document will be available for discussion at the February Meeting			
16/25	<u>MACEY'S MEADOW</u> It was noted that Macey's Meadow will be holding tidying up days as follows: <ul style="list-style-type: none"> • January – 16 and 30 • February – 13 and 27 • March – 12 and 26 • April – 9 and 23 • May – 7 and 21. Volunteers are needed. To meet by the container near the mixed woodland. Tools provided or bring your own. Strong shoes or wellies essential.			
16/26	<u>PLAYING FIELD</u>			
26.1	<u>Repairs to Paving Slabs under Pedestrian Gate top of the Playing Fields</u> It was noted that the above work has now been carried out.			
26.2	<u>Mark II Spring Meet</u> It was noted that a letter had been received requesting use of the playing fields for parking as part of their booking of the Village Hall on Sunday 1 May 2016. It was agreed that permission be granted subject to the usual conditions and a donation fee of £50.00.	SH	✓	
16/27	<u>CRICKET MEADOW</u> The Assistant Clerk reported that she had contacted the Cricket Club, regarding use of the cricket meadow for keep fit, but had not received a reply to date.			
16/28	<u>BALL PARK</u> The Assistant Clerk was asked to contact the School regarding the net and CCTV at the Ball Park.	SH		
16/29	<u>LAND WEST OF AGE CONCERN</u> It was noted that planning permission had been granted by the Borough Council to fell one Elder and one Cherry at land west of Age Concern. The work is budgeted in 2016-2017. It was noted that a resident had expressed concern regarding the Lime Tree on the site. Liz Guthrie, Landscape Officer, has had a look at the tree and there is quite extensive decay at the base and a number of Ganoderma bracket fungi indicating internal decay. It was agreed at Full Council that an arboriculturalist be asked to report on the condition and make recommendations.	SH	✓	
16/30	<u>VILLAGE HALL</u> The Assistant Clerk did not have anything to report.			
16/31	<u>FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> There were no questions from Members of the Public.			
	<u>Date of Next Meeting</u> - Monday 8 February 2016 (concentrating on Churchyards)			

	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.40p.m.</p> <p>Signed..... Date.....</p>			