

# WEST MALLING PARISH COUNCIL

## MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 8 FEBRUARY 2016 AT 7.30PM AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

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

**Co-opted Members:**  
Mr M Doyle  
Rev David Green  
Mr J Musker

**Also in Attendance:**  
Mr J Collins (West Malling Parish Council Employee)

**Mrs Sarah Howard (Assistant Clerk )**

Minute		Action by	Action taken	Response
16/86	<b>APOLOGIES FOR ABSENCE</b> were received from Mrs Y Smyth and co-opted member Ms Macdonald.			
16/87	<b>DECLARATIONS OF INTEREST –</b> Mr Stevens declared an interest in [insert] as he is a relative of the Martin family.  Mr Selkirk reported that he was no longer a member of the Ryarsh Lane Allotment Society.			
16/88	<b>MINUTES</b> – of the Meeting held on Monday 11 January 2016 were approved and signed.			
16/89	<b>MATTERS ARISING</b> – from the Minutes not otherwise on the Agenda  (28) Mr Selkirk reported that there was to be a meeting on Tuesday 9 February 2016 at the Ball Park between WMPC, West Malling Church of England School, Age Concern, Police and members of the cricket club to discuss extending the existing CCTV at the school.  (23.2) The Assistant Clerk was asked to write to Mr Mullins to find out if he still wished to remain as a Co-opted Member.  (23.6) Mr Stevens reported that the Allotment Policy Document 2015-2019 had been approved at Full Council and is in place for the remainder of this Council.	SH	✓	
16/90	<b>CHURCHYARD</b>			
90.1	<b>Report</b>  Rev Green reported that it had been necessary to obtain a revised quote for the Martin family bench. The bench should be installed during the first week of March. The current bench will be trialled on the south side.			

	<p>Faculty permission has been granted for the tree work and gaining permission from Tonbridge and Malling is underway.</p> <p>The PCC are producing a digitally plotted map of the Churchyard to properly account for each of the graves.</p>			
<b>90.2</b>	<p><b><u>Churchyard Management Document 2015-2019</u></b></p> <p>Mr Stevens commented on the history of the War Memorial (section 6 of the document). He said further information was required - the date it was erected, funding and who is responsible for maintaining it. The Assistant Clerk was asked to make enquiries.</p> <p>Mr Stevens said that most of the boundary walls and fences are the responsibility of the PCC and are understood to be in a reasonable condition. A full structure survey was carried out in 2002. Rev Green said he would forward a copy of the last Quinquennial Report from 2015.</p> <p>Rev Green said that the plan will be put forward to the PCC middle of March.</p> <p>It was agreed to review the Management Document at the April Meeting with a view to recommending to Full Council for approval.</p>	<b>SH</b>		
	Church members left the Meeting at 7.43p.m.			
<b>16/91</b>	<b><u>ALLOTMENTS</u></b>			
	<p><b><u>Refund/Non Refund of Deposit</u></b></p> <p>Discussion took place regarding the refund of the deposit for plot 9A. The Assistant Clerk said she had looked at the plot and it was clear of extraneous materials. Mr Stevens proposed that the deposit be refunded as a gesture of goodwill. Seconded by Mr Selkirk.</p> <p>Mr Stevens proposed that a copy of the summary for the Management Plan be circulated to all tenants for information. A full copy of the Management Plan is available on request.</p> <p>Mr Stevens asked if members could let him have any comments on the fence between plot 30 and Macey's Meadow.</p>	<b>SH</b>	✓	
<b>16/92</b>	<p><b><u>MACEY'S MEADOW</u></b></p> <p>Mr Doyle reported that they are continuing with general maintenance of the meadow and putting wood chippings on the paths. Any rotten fence posts are also being replaced.</p>			
<b>16/93</b>	<b><u>PLAYING FIELD</u></b>			
<b>93.1</b>	<p><b><u>Play Equipment Inspection Report</u></b></p> <p>It was noted that the playground inspection report had been received. The report states that the Flymobile is of moderate risk, the bearing is worn and requires repair/replacement. The Assistant Clerk was asked to obtain a quote for repair.</p>	<b>SH</b>	✓	
<b>93.2</b>	<p><b><u>Use of Football Pitch</u></b></p> <p>It was noted that a request had been received from Holtwood Football Club for an under 13 team to use the pitch on a Sunday morning, in addition to the existing afternoon team, for the 2016/17 season. It was agreed that permission be granted subject to ground conditions and a fixture list supplied in advance.</p>	<b>SH</b>	✓	
<b>16/94</b>	<b><u>CRICKET MEADOW</u></b>			
	<b><u>Vehicle Damage on Cricket Meadow</u></b>	<b>SH</b>	✓	

	<p>It was noted that considerable damage has been caused to an area of the cricket meadow where a contractor vehicle had obtained access by lifting a chained, padlocked gate out of the way and driving onto the wet field. It is understood they were trying to gain access to the railway line via Macey's Meadow. The Cricket Club have contacted the contractor and a director will be visiting the Meadow to inspect the damage.</p> <p>The Assistant Clerk was asked to speak with Chris Gosney, from the Cricket Club, to find out if any repair work had been agreed by the contractor.</p>			
<b>16/95</b>	<p><b><u>BALL PARK</u></b></p> <p>It was noted that a meeting will be taking place on Tuesday 9 February 2016 in respect of the continuing problems with security and damage to the ball park and cricket pavilion between representatives from WMPC, school, cricket club, Age Concern and the police.</p>			
<b>16/96</b>	<p><b><u>LAND WEST OF AGE CONCERN</u></b></p> <p>It was noted that the following quotations for the inspection of the Lime Tree had been received:</p> <p><u>GRS Aboricultural Consultants</u> – Undertake a tree condition and hazard assessment of 1 Lime Tree. The inspection will be from the ground level only using Visual Tree Assessment techniques. Where necessary use basic invasive techniques to assess cavities or localised areas of decay. Produce a written report with pictures stating all features noted and provide recommendations – <b>For the sum of £300.00</b></p> <p><u>Down to Earth</u> – Inspect the condition of 1Lime Tree. Provide a report which discusses the tree's condition and provides prioritised recommendations for remedial works as necessary. The results of the inspection shall be presented in tabular format in the form of a tree schedule. Provide on bound copy of the completed tree inspection report and location plan, with electronic copy – <b>For the sum of £600.00 (inc VAT)</b></p> <p>The Assistant Clerk was asked to obtain an additional quote.</p>	<b>SH</b>	✓	
<b>16/97</b>	<p><b><u>VILLAGE HALL</u></b></p> <p>Discussion took place regarding a fence panel, left over from the tennis court fencing, being installed between the Village Hall and the boundary fence on the right hand side. The Assistant Clerk was asked to obtain a quote for posts for information and to ask Mrs Turner for any comments.</p>	<b>SH</b>		
<b>16/98</b>	<p><b><u>TREE WARDENS/TREE WORK</u></b></p> <p>It was noted that Kent Heritage Trees are running a free course "Creation and Management of Heritage Trees" on Wednesday 17 February 2016 at Shorne Country Park between 10-1pm. The Assistant Clerk was asked to inform the Tree Wardens.</p>	<b>SH</b>		
<b>16/99</b>	<p><b><u>RECYCLING, CLEANSING &amp; ENVIRONMENTAL ISSUES</u></b></p> <p><b><u>Encouraging Greater Recycling of Metals</u></b></p> <p>It was noted that the 'Metal Matters' campaign, encouraging the recycling of more metals, will be running from 1<sup>st</sup> February to early March. Leaflets are due to be delivered to all households.</p>			
<b>16/100</b>	<p><b><u>TOURISM, ENTERTAINMENT &amp; THE ARTS</u></b></p>			
<b>100.1</b>	<p><b><u>Parish Council Events</u></b></p> <p>It was noted that the Tonbridge and Malling Borough Council are compiling a list of all known events taking place during the year. All information provided will be included on their website <a href="http://www.tmbc.gov.uk/events">www.tmbc.gov.uk/events</a> and may be shared via twitter and facebook pages.</p>			

<p><b>100.2</b></p>	<p><b><u>The Queen’s 90<sup>th</sup> Birthday Beacons – 21 April 2016</u></b></p> <p>It was noted that as part of the Queen’s 90<sup>th</sup> Birthday celebrations beacons are being lit around the country on the 21 April 2016. To date 255 public beacons have been confirmed. A guide on how to be involved can be found at <a href="http://www.brunopeek.co.uk">www.brunopeek.co.uk</a></p>			
<p><b>16/101</b></p>	<p><b><u>YOUTH ISSUES</u></b></p>			
	<p><b><u>Children and Young People’s Plan</u></b></p> <p>It was noted that the Borough Council on behalf of Kent County Council are developing a new Children and Young People’s plan. They are keen to consult with young people in the Borough and ensure their ideas and thoughts are passed to KCC and incorporated in the plan. They will be holding two consultation days during half term, as follows:</p> <p>Junior consultation day (for primary school aged children) will take place on Wednesday 17 February from 9.30am-1.30pm at Tonbridge Youth Hub</p> <p>Youth consultation day (for young people aged 11-18 and up to 25 with learning difficulties) will take place on Thursday 18 February from 9.30am-4.30pm at Tonbridge Youth Hub.</p> <p>It was agreed that a letter be sent to the Borough Council stating that we are disappointed that there are no events being held in the Malling area and the possible difficulties of young children attending the events in Tonbridge. It was felt that an event in the Malling area would be an advantage especially due to the high levels of anti-social behaviours we have been experiencing.</p> <p>The information should be forwarded to the three schools, cricket club, Holtwood Football Club, Scouts, Guides and the Churches.</p>	<p><b>SH</b></p>		
<p><b>16/102</b></p>	<p><b><u>BUDGET STATEMENT</u></b></p> <p>The statement of Receipts and payments to the date of the meeting was received.</p>			
<p><b>16/103</b></p>	<p><b><u>FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b></p> <p>Mr Stevens said about the undated closure notice on the footpath from Alma Road to Epsom Close. He felt that the footpath could have remained open during the work. He was, however, please that the footpath had been rebuilt and resurfaced.</p>			
	<p><b><u>Date of Next Meeting</u></b> - Monday 14 March 2016 (concentrating on Allotments)  Monday 4 April 2016 (concentrating on Churchyards) – please note change of date  Wednesday 4 May 2016 (concentrating on Allotments)</p>			
<p></p>	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.44p.m.</p> <p>Signed..... Date.....</p>			