

# WEST MALLING PARISH COUNCIL

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

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

**Co-opted Members**

Mr Doyle  
Rev Green  
Ms Macdonald  
Mr Musker

**Also in Attendance**

Mrs Sarah Howard (Assistant Clerk)  
Mr Collins (WMPC Employee)

Minute		Action by	Action taken	Response
16/440	<b><u>APOLOGIES FOR ABSENCE</u></b> were received from Mrs Smyth, Mrs Javens and Mr Galloway			
16/441	<b><u>DECLARATIONS OF INTEREST</u></b> – none other than those routinely declared.			
16/442	<b><u>MINUTES</u></b> of the meeting on 4 July 2016 were received; these have been circulated to all members and no objections had been received but the Minutes could not be approved for signature as the present meeting was inquorate. Assistant Clerk to note for next meeting.	SH	✓	
16/443	<b><u>MATTERS ARISING -</u></b>  (16/405) Mr Stevens asked Mr Selkirk if he had an update on the dog fouling signs in West Street. Mr Selkirk said he had spoken with the Borough Council and it will be dealt with after August.			
16/444	<b><u>K SPORTS FC (FORMERLY HOLTWOOD FC)</u></b>  Mr Bennet was welcomed to the meeting. He thanked the Parish Council for the excellent facilities on the playing fields and in the Village Hall.  Mr Bennet said that the club had changed its name to K Sports FC for the new season. They would like to continue using the facilities but in a slightly different format. They propose using the pitch on a Sunday morning only with two U12 teams sharing the ground. He outlined the necessary changes for the pitch size as U12 play a 9v9 format. The pitch marking would be smaller and will be marked out in a different colour should the existing 11v11 pitch remain. This will not affect the current goals as the team will bring their own smaller portable goals. He had provided the Assistant Clerk with a plan showing the dimensions which can be used by the contractor that marks out the pitch.  A copy of the plan should be sent to Turfsoil and ask if they have any comments on the	SH	✓	

	<p>format. If no negative comments are received from Turfsoil it was agreed that K Sports FC be able to play the U12 format on the pitch. Action taken to be ratified at Full Council.</p> <p>Mr Bennet thanked Members for their time and left the meeting at 7.43p.m.</p>			
<b>16/</b>	<b><u>CHURCHYARD</u></b>			
<b>445.1</b>	<p><b><u>Report</u></b></p> <p>Rev Green reported that there has been no further progress with the damage to the wall.</p> <p>Rev Green said that consideration needs to be given for tree maintenance for 2017/18.</p> <p>Mr Stevens said he had noticed that the grass around some graves is cut a lot shorter than the main Churchyard. This is due to some relatives liking the grass to be neat and tidy.</p> <p>The contractors should be asked to cut the grass.</p> <p>Miss Macdonald said that the branches of the large yew tree need lifting so that the weeds can be cleared from underneath. This is something that the working party will carry out.</p>	<b>SH</b>	✓	
<b>445.2</b>	<p><b><u>Churchyard Management Document 2015-2019</u></b></p> <p>Mr Stevens reported that the document cannot be agreed at this time due to the possible changes in the financial arrangements with the Borough Council. The funding segment of the document may have to be re-written.</p>			
	Rev Green, Miss Macdonald and Mr Musker left the meeting at 7.57p.m.			
<b>16/</b>	<b><u>ALLOTMENTS</u></b>			
<b>446.1</b>	<p><b><u>Fence between Allotments and Macey's Meadow</u></b></p> <p>The Assistant Clerk reported that the RLAS have £700 remaining from the National Lottery grant which the National Lottery have agreed can be spent in conjunction with the fencing. This needs to be spent before the end of September. This sum will cover the cost of labour to install the fencing between the allotments and Macey's Meadow. A quote had been received back in April (16/245.3 refers) and the labour cost was £750.00. The contractor to be asked if they will carry out the work at the quoted cost. National Lottery fund to cover £700.00 and the Parish Council will fund the remaining £50.00. To be ratified at Full Council.</p> <p>The contractor should be asked to remove the small fence and clear away the vegetation. Delivery of materials to site to be arranged once an installation date has been agreed.</p>	<b>SH</b>	✓	
<b>446.2</b>	<p><b><u>Report</u></b></p> <p>Mr Stevens carried out the allotment inspection on behalf of WMPC and presented his report.</p> <ul style="list-style-type: none"> <li>• 1A – less than 75% weed controlled and no plot marker</li> <li>• 4 – no plot marker</li> <li>• 5A – not weed controlled</li> <li>• 9B – grass not being maintained</li> <li>• 19A – less than 75% cultivated</li> <li>• 19B – less than 75% cultivated and not weed controlled</li> <li>• 24A – no plot marker</li> <li>• 25 – less than 75% cultivated, not weed controlled and grass not maintained</li> </ul>	<b>SH</b>	✓	

	<ul style="list-style-type: none"> <li>• 28A – less than 75% cultivated and not weed controlled</li> <li>• 28B – less than 75% cultivated, not weed controlled and fruit trees not managed</li> <li>• 29 – less than 75% cultivated, not weed controlled, fruit trees not managed, hedges and grass not maintained.</li> </ul> <p>Plots 19A, 25 and 28B to be reviewed at the next meeting. The tenant of plot 28A will not be renewing the tenancy after November, the plot will be harvested and tidied up. It was agreed that a letter be sent to the tenant of plot 29 asking them to consider relinquishing half of the plot if they are experiencing difficulties in maintaining a full plot. Action taken to be ratified at Full Council.</p>			
<b>16/447</b>	<p><b><u>MACEY’S MEADOW</u></b></p> <p>Mr Doyle reported on the following:</p> <ul style="list-style-type: none"> <li>• Several gate posts, within the meadow, have been replaced.</li> <li>• The wildflower meadow is due to be cut</li> <li>• A bat watch event took place but due to bad weather it was not successful, another date to be arranged.</li> <li>• A meeting had taken place with Network Rail and a representative from Railscape regarding the damage in the meadow when work was taking place on the railway. A reply is awaited and hopefully compensation will be awarded.</li> <li>• The apple fest event will be taking place on 24 September.</li> </ul>			
<b>16/</b>	<p><b><u>PLAYING FIELD</u></b></p>			
<b>448.1</b>	<p><b><u>Quarterly Play Equipment Inspection</u></b></p> <p>The quarterly play equipment inspection report was received. There are two items of moderate risk, cradle swing seat damaged and the rubber safety surface in the flat swing area has shrunk away from the edges and is lifting in places. The Assistant Clerk said she had asked the contractor for a quote for replacement and repair.</p>	<b>SH</b>	✓	
<b>448.2</b>	<p><b><u>Damaged Bench – Children’s Play Area</u></b></p> <p>It had been reported that the bench in the play area had been damaged. Mr Stevens inspected it and felt that the top and support needed replacement. Mr Collins said that he would replace the slats and support.</p>	<b>JC</b>	✓	
<b>448.3</b>	<p><b><u>Hedge and overgrowth in play area adjoining Woodland Close</u></b></p> <p>It was noted that a quotation had been received from Turfsoil to supply plant, labour and materials to cut and clear dead fallen tree. Section of hedge along house wall, cut sucker growth of sycamore and elder to ground level, where feasible drill hole into stump, supply and insert up to fifteen Ecoplug to control regrowth. Supply and spray Roundup and React or equivalent over ivy to control growth <b><u>For the sum of £285.00 + VAT.</u></b></p> <p>Turfsoil recommended that the hedges be cut back from the end of July to mid September.</p> <p>After discussion it was agreed that the above quotation, from Turfsoil, be accepted and funded from additional work in the budget. The work to be carried out in conjunction with the cutting of all the hedges in the children’s play area and playing fields, as quoted by Turfsoil (<b>15/366.2 refers</b>) . Subject to the costs remaining the same.</p> <ul style="list-style-type: none"> <li>• Hedge cutting 2   £630.00 + VAT</li> <li>• Hedge cutting 3   £628.00 + VAT</li> <li>• Hedge cutting 4   £628.00 + VAT</li> </ul> <p>Residents of Woodland Close, boundary of the children’s play area, to be informed of the works when date is confirmed. Action to be ratified at Full Council.</p>	<b>SH</b>	✓	

16/ 449	<p><b><u>CRICKET MEADOW</u></b></p> <p>Mr Selkirk reported that T&amp;MBC have removed the camera which use to be at the entrance to the school. He is to contact T&amp;MBC.</p> <p>There has been discussion regarding Public Spaces Protection Order. The landowner would need to apply so WMPC could initiate an Order for eg Macey's Meadow, Cricket Meadow, Village Hall possibly as one application.</p> <p>Provision of activities for youths might help alleviate the ASB and it has been suggested the possibility of a youth bus.</p> <p>The use of a wildlife camera had been discussed. The cameras have 4G technology and if activated the data can be transmitted via a phone card.</p>			
16/	<p><b><u>LAND WEST OF AGE CONCERN</u></b></p>			
450	<p><b><u>Lime Tree</u></b></p> <p>The Assistant Clerk reported that the planning application to remove the Lime Tree had been submitted to the Borough Council.</p>			
16/ 451	<p><b><u>VILLAGE HALL</u></b></p> <p>There were no matters to report.</p>			
16/	<p><b><u>PUBLIC RIGHTS OF WAY</u></b></p>			
452.1	<p><b><u>MR116 – towards Eden Farm House</u></b></p> <p>It was noted that a reply had been received from the PROW officer. He has carried out an inspection and found the path clear to use. He can see what the issue probably was as there was rolled up sections of fence that at best guess, was installed by a contractor who put it all the way to the end. He imagines the fence has gone in, in preparation for when/if the diversion goes through. He thinks it was a genuine mistake rather than deliberate preventative action. He attached pictures for information. With both the current and proposed diverted route being open, he hopes everyone is happy and can shut the issue down.</p> <p>WMPC were not aware of a proposed diversion and the PROW officer to be asked if an application has been submitted.</p>	SH	✓	
452.2	<p><b><u>Parish Walk</u></b></p> <p>The Parish Walk will take place on Sunday 2 October 2016 at 2pm starting and finishing at the village hall. The village hall to be booked from 3.30-6.00pm. Volunteers will be needed to provide refreshments. Mr Selkirk to advertise the event.</p>			
16/ 453	<p><b><u>RECYCLING, CLEANSING &amp; ENVIRONMENTAL ISSUES</u></b></p> <p>It was agreed to defer this matter to the September meeting.</p>	SH	✓	
16/ 454	<p><b><u>FINANCE</u></b></p> <p>The statement of receipts and payments to the date of the meeting was received.</p>			
16/ 455	<p><b><u>RISK ASSESSMENT</u></b></p> <p>The Assistant Clerk reported that she had made the amendments to the risk assessment document. To be referred to Finance and General Purposes once the document had been fully updated by the other committees.</p>			

<p><b>16/ 456</b></p>	<p><b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b></p> <p>Mr Collins reported that the bin by the tennis courts had still not been emptied. This has been reported many times. Comment was also made about the bin outside Age Concern. The Assistant Clerk was asked to send a letter to the Borough Council expressing our concerns that although these are reported they are not emptied in accordance with the schedule.</p> <p>Comment was made regarding the lack of a bin in the Ball Park. Mr Selkirk said he would obtain costs from Broxap.</p> <p>Mr Selkirk reported that the benches on the Village Green were in a poor state of repair. The Assistant Clerk to find out who owns the benches. To consider replacement in 2017/18. Mr Selkirk will speak with Mrs Dean.</p> <p>Mr Doyle reported that the Cricket Club are holding an event on the Cricket Meadow on 28 August 2016. They will be playing against Lashings. Possible parking on Macey's Meadow.</p>	<p><b>SH</b></p> <p><b>RS</b></p> <p><b>SH</b></p>	<p>✓</p> <p>✓</p>	
	<p><b><u>Date of Next Meeting</u></b> – Monday 12 September 2016 (concentrating on Allotments)</p>			
	<p>There being no further business the Chairman thanked Members for attending and closed the meeting at 8.55p.m.</p> <p>Signed..... Date.....</p>			