

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 10 JULY 2017 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present
Mr P Stevens
Mr R Selkirk
Mr L Collins
Mrs T Dean
Miss G Barkham

Also in Attendance:
Mrs Sarah Howard (Assistant Clerk)
Three representative from Ryarsh Lane Allotments

Minute		Action by	Action	Response
17/399	APOLOGIES FOR ABSENCE were received from Mrs L Javens, Mrs Y Smyth, Mr M Doyle, Ms I Macdonald, Mr J Musker and Rev D Green			
17/400	DECLARATIONS OF INTEREST – none other than those routinely declared.			
17/401	ELECTION OF VICE-CHAIRMAN Mr Selkirk proposed that Mr L Collins serve as vice-Chairman, this was seconded by Miss Barkham and agreed unanimously. There being no other nominations Mr L Collins was duly elected.			
17/402	MINUTES – the Minutes of the meeting held on Monday 12 June 2017 were approved and signed.			
17/403	MATTERS ARISING (17/353) Mrs Dean reported that staff at the Abbey maintain the Cascade and sensitively remove any weed growth if it is felt necessary.			
17/404	EMERGENCY AGENDA ITEMS			
	Traveller Incursion/Encampment – Norman Road Playing Field Mrs Dean reported that travellers had moved onto the playing fields on Sunday evening. Forced entry via the field gate. The process for removing is established and TMBC have been contacted to issue the eviction order. Social Services need to enter the encampment to check the general health and wellbeing of the travellers.. TMBC will obtain Magistrates approval at a cost of £400 or a full hearing is £800. Mrs Dean requested urgent approval to agree costs for removal from the Amenities budget. It was unanimously agreed that approval be given. Mr Selkirk said that the village hall will remain closed during the duration of their stay.			

	Mrs Dean asked that a letter be sent to our MP and point out the accumulative effect it has had on West Malling, Leybourne and East Malling and Larkfield Parish Council.			
17/405	<u>The Twitch Inn</u> Mrs Dean spoke about the Terms of Reference for The Twitch. She also made comment about the possible misuse of the water supply by garden staff/private lessors. Elm to be asked to confirm if this is the case.			
	Mrs Dean left the meeting at 8.20p.m.			
17/406	<u>Allotments</u>			
40.1	<u>Report</u> Mr Stevens carried out the allotment inspection on behalf of WMPC and presented his report. <ul style="list-style-type: none"> • 1A – The Assistant Clerk to contact West Malling Community Choir and Westmara to see if they would be interested in a raised bed. The plot to be strimmed by the contractor • 4 – (tenant was present at this meeting and left the room at 8.25p.m.) less than 75% cultivated and weeds not controlled. It was felt that the area of concern is at the cricket meadow end which needs tidying. The tenant to be informed. • 5A - notice to quit has been issued and no reply or key has been received. A letter to be sent informing them that the deposit will be refunded upon receipt of the key. The Allotment Acts 1908 and 1950 to be obtained. • 9A – weedy at Ryarsh Lane end. To monitor. • 10 – hedge not being maintained. To monitor. • 18B – not free from weeds. To monitor. • 19A – fruit tree not managed. To monitor. • 19B – less than 75% cultivated. To monitor. • 26A – less than 75% cultivated, weeds not controlled, hedges and grass not maintained. Plot now vacant. Deposit not refunded. Plot to be strimmed. • 27A – less than 75% cultivated, not free of weeds, hedges and grass not maintained. No response has been received from reminder letter. It was agreed that a first letter be sent. • 28A – less than 75% cultivated and not free of weeds. To monitor. Marker post required • 29A – less than 75% cultivated. The plot has been cleared of all weeds and covered with black plastic. To be cultivated in the Spring. <p>Mr Stevens said that there were some wooden pallets and black sheeting around the pedestrian gate by plots 3 and 4. The sheeting to be removed.</p> <p>Comment was made regarding plot 29A. It had been professionally weedkilled and covered with sheeting. This was felt to be more effective than strimming. The Assistant Clerk to speak to the tenant for information and obtain costs for black sheeting.</p>	SH	✓	
406.2	<u>Ryarsh Lane Allotment Society</u> The RLAS report was presented and it was felt that it agreed with the WMPC report. A representative from the allotment society requested that Mrs Camilla Medhurst, present at the meeting, be co-opted onto Amenities to represent the Allotment Society. This was welcomed by Members and it was agreed that she be co-opted, carried unanimously. Mrs Medhurst was invited to join Members at the table. Mrs Medhurst said about the overgrown hedge in Ryarsh Lane from the boundary of the allotments/Macey's Meadow to the turning point at the top. This is a PROW and to be reported to KCC.			

	Two allotment tenants left the meeting at 8.45p.m.			
17/407	<u>MACEY'S MEADOW</u>			
407.1	<u>Kissing Gate/Vehicle Gate entrance to Macey's Meadow rear of Cricket Pavilion</u> A quote is still awaited for the installation. Upon receipt it should be reported to the ASB meeting.			
407.2	<u>Cutting of Internal Hedge</u> It was noted that a quotation had been received from Four Seasons Gardens, as follows: <ul style="list-style-type: none"> To cut the internal hedge of Macey's Meadow which runs from Norman Road down to the railway way. Both sides and the top of the hedge will be cut. For the sum of £1080.00 + VAT. <p>The Assistant Clerk to find out if this is machine or hand cut.</p> <p>The Assistant Clerk said she had written to KCC regarding timing of the cutting of the hedge along Norman Road. A reply is awaited.</p> <p>Mr Stevens reported that a resident had been seen cutting part of the hedge with shears. When the hedge is cut back by the contractor a letter will be given to residents along Norman Road, who live opposite the hedge, requesting them to not cut back the hedge at anytime as this will now be carried out by our contractor.</p>	SH	✓	
17/408	<u>PLAYING FIELD</u>			
	<u>Children's Play Area</u> The contractor had to postpone the repairs to the play surface, until Friday 14 July 2017 due to staff illness.			
17/409	<u>CRICKET MEADOW</u> The Assistant Clerk reported that the plaque on the bench in the cricket meadow to commemorate the 50 th anniversary of V E Day had been damaged. It has been removed from the bench for health and safety reasons. It was agreed that costs be obtained for a replacement in brass and resin.	SH		
17/410	<u>BALL PARK</u> Discussion took place regarding the tree work at the entrance. It should be reported to the ASB meeting that Members were in favour of the removal of the two trees either side of the Sycamore and to crown lift the Sycamore.	CC		
17/411	<u>VILLAGE HALL</u> It was noted that K Sports FC wish to use the football pitch and changing room facilities at the village hall for the 2017/18 football season. Matches will be on a Sunday with a 10.30a.m. kick off. It was agreed that permission be granted subject to the usual conditions. Cost per game is £25.00. The Assistant Clerk to check when the last increase for pitch fees occurred.	SH	✓	
17/412	<u>VILLAGE GREEN</u>			
	<u>Shrub Bed Maintenance</u> Mr Selkirk confirmed that further cutting back was required to the planting area by the railway bridge.	SH	✓	

	Progress was being made regarding the community garden scheme. A meeting will be held early August for those residents that were interested in helping.			
17/413	<u>RECYCLING, CLEANSING & ENVIRONMENTAL ISSUES</u>			
413.1	<p><u>Recycling – Tesco Car Park and West Malling Station</u></p> <p>It was noted that a reply had been received from waste services. The CCTV is provided in the car park for the protection and security of the users and they are unable to use the footage to monitor recycling activities. However, if there was a specific incident they may be able to ask permission for the footage to be released but it is very time consuming to scan the results.</p> <p>Regards the plastic bank they are unable due to both budgetary and operational reasons to locate banks at the station site. The rail network organisation is not keen on the recycling banks being there. Enquiries will be made into the need to increase the emptying of the banks but a period of time needs to pass before this occurs to ensure that all the peaks and troughs of usage are taken into account.</p>			
413.2	<p><u>Waste Duty of Care Leaflet</u></p> <p>The above leaflet is to be delivered to all households across the borough. It aims to raise awareness of the problem of fly tipping, and the huge cost to councils of clearing fly tips, and also householder's own responsibility of ensuring their waste is disposed of legally.</p> <p>If residents have not received the leaflet it is available to view on social media.</p>			
17/414	<u>PUBLIC RIGHTS OF WAY</u>			
	<p><u>MR116 – Proposed Diversion</u></p> <p>It was noted a reply had been received from the PROW officer. Our objections and suggestion of moving the path back onto its original line running diagonally across the field have been forwarded to the landowner. He appears to be happy with this and we will be consulted on the revised proposal in due course.</p>			
17/415	<p><u>Ownership and Maintenance – bank in Ryarsh Lane</u></p> <p>The Assistant Clerk had written to TMBC in respect of the overgrown bank in Ryarsh Lane. TMBC are requesting a plan showing the area concerned. This has been sent and a reply awaited.</p>			
17/416	<u>FINANCE</u>			
	<p><u>Budget Statement</u></p> <p>It had not been possible to prepare statements of receipts and payments. These will be available at the next meeting.</p>			
17/417	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>Miss Barkham asked if ownership of the small area of land at Teston Road/St Leonard's Street junction had been confirmed. KCC have informed the Parish Council that it is not their responsibility.</p> <p>Mr Selkirk asked that staff matters be put on the agenda for the next meeting.</p>	SH	✓	
	<u>Date of Next Meeting</u> – Monday 7 August 2017 (concentrating on Churchyard)			
	There being no further business the Chairman thanked Members for attending and closed the meeting at 9.15 p.m.			

	Signed.....	Date.....			
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