

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE  
HELD ON MONDAY 14 OCTOBER 2019 AT 7.30PM  
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present**  
**Mr P Stevens**  
**Mrs L Javens**  
**Miss G Barkham**  
**Ms M Stacpoole**  
**Ms C Medhurst**

**Also in Attendance:**  
**Mrs Sarah Howard (Assistant Clerk)**  
**One Resident of Norman Road**  
**Chairman of West Malling Village Hall Management Committee**

Minute		Action by	Action	Response
19/560	<b>APOLOGIES FOR ABSENCE</b> were received from Mrs Y Smyth, Mr M Doyle, Rev D Green, Ms I Macdonald and Mr J Musker.			
19/561	<b>DECLARATIONS OF INTEREST</b> – none other than those routinely declared.			
19/562	<b>MINUTES</b> – the Minutes of the Meeting held on Monday 9 September 2019 were approved and signed.			
19/563	<b>MATTERS ARISING</b>			
	<p><b>[19/519]</b> the bin in the children's play area has now been installed.</p> <p><b>[19/513.2 - staples]</b> the Assistant Clerk said she was still awaiting a quotation from Parkers.</p> <p><b>[19/515 – key holding facilities]</b> The Assistant Clerk said that a possible solution would be two basic mobile phones be purchased and held by two individuals, who have keys to the gates, and the emergency numbers to be on a notice by the entrance to the playing fields.</p> <p>Concern was raised regarding an emergency situation arising at the cricket meadow. A key to be obtained for the padlock from the cricket club and a notice put up.</p> <p>A recommendation to be made to Full Council for the purchase of mobile phones.</p>	SH	✓	
19/564	<b>VILLAGE HALL</b>			
	<b>Chair of Management Committee</b>			
	Julian introduced himself to Members. He was not aware of any necessary major works in the foreseeable future. The Saturday dance school may be seeking alternative premises as they have outgrown the village hall. This will open up the hall for one off weekend lets. Mr Stevens said that should there be any large expenditure costs arise			

	please let the Parish Council know.			
	Julian left the meeting at 8.02p.m.			
<b>19/565</b>	<b><u>Churchyard</u></b>			
	<b><u>Report by Rev David Green</u></b>			
	Rev Green did not have anything to report.			
<b>19/566</b>	<b><u>ALLOTMENTS</u></b>			
<b>566.1</b>	<b><u>Report by West Malling Parish Council and RLAS</u></b>	<b>SH</b>	✓	
	Due to adverse weather conditions it had not been possible to carry out a Parish Council report.			
	RLAS had provided a report and it was agreed that the Assistant Clerk inspect any plots that are highlighted.			
	There will be no further inspections until April 2020.			
	It was noted that plot 3 will now be under a joint tenancy.			
<b>566.2</b>	<b><u>Security Fencing</u></b>	<b>SH</b>	✓	
	There has been a spate of anti social behaviour at the allotments. Some youths have been stealing produce, by leaning over the fence on the footpath between the two sites, and on one occasion threw it at a tenant. Any further anti social behaviour witnessed should be reported to the police (999).			
	The Assistant Clerk to obtain quotes for replacement 5ft high chainlink fencing for 2020/21 budget.			
	RLAS suggested that a note be sent out with the rent letters making everyone aware of this incident and to lock the gates when on the site. This was agreed.			
<b>19/567</b>	<b><u>MACEY'S MEADOW</u></b>			
	The Apple Fest was a great success. Approximately £650.00 was raised at the event.			
	Some volunteers would like to take part in the Christmas Tree Festival at St Mary's Church by contributing and decorating a tree for the weekend. The Parish Council have no objection to this.			
	The hedge along the boundary of Norman Road will be cut on Thursday 31 October and the internal hedge will be cut on Friday 8 November.			
<b>19/568</b>	<b><u>PLAYING FIELD</u></b>			
	<b><u>Cutting of hedge in Playing Field and Children's Play Area</u></b>			
	The cutting of the hedges will take place on Thursday 7 November 2019.			
	Mrs Javens asked that the ivy removal also take place.			
<b>19/569</b>	<b><u>CRICKET MEADOW</u></b>			
	<b><u>Reset of Dog Waste Bin</u></b>			
	Due to anti social behaviour it had been necessary for a contractor to upright and reset the dog waste bin and to fill an area of dug out ground by the kissing gate for the sum of			

	£60.00. This action was ratified.			
<b>19/570</b>	<b><u>BALL PARK</u></b>			
	<b><u>Fencing Height</u></b>  Mr Stevens said a request had been made to increase the height of the fence around the ball park to prevent balls from going over in the school ground. The Assistant Clerk to obtain quotes for higher fencing at goal ends and to make inquiries into larger back boards.	<b>SH</b>	✓	
<b>19/571</b>	<b><u>WASTE/RECYCLING SERVICES</u></b>			
	<b><u>Autumn Litter Pick</u></b>  The litter pick was successful with 17 attendees. Comment was made that West Malling is a clean and tidy town with very little litter.  It was suggested that more high visibility jackets, hoops and large gloves are needed.			
	<b><u>Waste Collections</u></b>  Comment was made regarding the recent change over in the waste collection services. There has been many issues with the collections and the Borough Council are working closely with the contractor to sort the problems.			
<b>19/572</b>	<b><u>FINANCE</u></b>			
	<b><u>Consideration of Budget 2020/21</u></b>  Discussion took place regarding the draft budget for 2020/21.  <u>Churchyard</u>  Tree work                    £ 782.00 New Plaque                   £1000.00  <u>Allotments</u>  Security Fencing – Assistant Clerk to obtain costs.  <u>Amenities</u>  Tarmac of Ball Park Seating Area – additional costs to be obtained. Staples – awaiting costs Fencing, Children’s Play Area – quote from Parkers for the sum of £4770.00 + VAT received. Quote from Meopham Fencing awaited.	<b>SH</b>	✓	
<b>19/573</b>	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b>  Miss Barkham reported that there is a new warden for St Leonard’s Tower. He is in contact with English Heritage and his aim is to get the Tower open for heritage week.  Mr Collins said that the liner in the new bin was smaller than the previous. A further bin the by the benches to be included in the budget 2020/21.  Mrs Javens asked for clarification of the heights for the hedges in the playing fields and children’s play area.  Ms Medhurst reported on the meeting with the Borough Council regarding possible take over of the public conveniences in King Street.			

	<p>The Assistant Clerk reported that it is necessary for the Twitch volunteers to be supplied with a code and handset for the main gate at Douces Manor at a cost of £89.00 + VAT. It was felt that clearer details should be sought before an agreement is made.</p>			
	<p><b>Date of Next Meeting</b> – Monday 11 November 2019 (concentrating on Allotments)</p>			
	<p>There being no further business the Chairman thanked Members for attending and closed the meeting at 9.01 p.m.</p> <p>Signed..... Date.....</p>			