

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 19 APRIL 2021 AT 7.30PM

MEETING CONDUCTED VIA ZOOM VIDEO CONFERENCE CALL

Present: Mr P Stevens (Chairman)
Miss G Barkham
Ms S Margetts
Mrs Y Smyth
Mrs L Javens
Ms M Stacpoole
Co-opted Members:
Ms I Macdonald
Mr J Musker

Mr J Collins - Resident
Mr K Mann - Resident

Minute		Action by	Action taken	Response
21/221	<u>APOLOGIES FOR ABSENCE</u> : Rev D Green and Mr M Doyle			
21/222	<u>DECLARATIONS OF INTEREST</u> – none other than those routinely declared.			
21/223	<u>MINUTES</u> –The Minutes of the Meeting held on Monday 08 March 2021 were approved and signed.			
21/224	<u>MATTERS ARISING</u> [21/162.1] – it was noted that the resident of Woodland Close has placed screening on the security fencing, his side of the boundary.			
21/225	<u>CHURCHYARD</u>			
225.1	<u>Report by Rev David Green</u> In the absence of Rev Green it was reported that the new contractor was working well in the Churchyard. Discussion took place regarding areas to be provided for wildlife. Mr Musker reported that the tap, by the Vestry door, is now working.			
225.2	<u>MEMORIAL TREE</u> The Assistant Clerk reported that the proposal to plant a tree in the Churchyard had been rejected by St Mary's PCC due to a number of concerns. Mrs Javens suggested an area of land at the end of Ewell Avenue/Stratford Road. This is either the responsibility of Kent Highways or Clarendon Homes. The Rotary Club to be notified of this suggestion.	SH	✓	

	Representatives of the Churchyard left the meeting at 7.47p.m.			
21/226	<u>ALLOTMENTS</u>			
226.1	<p><u>Allotment Inspections</u></p> <p>It was noted that the Clerk/Assistant Clerk and RLAS carried out inspections of the allotments and was presented as follows:</p> <p>4A – New tenant. No work to date 4B – less than 75% cultivated and grass not maintained. Much improved 19A – New tenant. No work to date 21B – New tenant. Mypex covering 25A – new tenant. No work to date 26A – less than 75% cultivated, weeds not controlled, fruit trees not managed and grass not maintained. The Assistant Clerk reported that the tenant had recently lost a relative but was to visit the plot soon</p> <p>The tenant on 26B would like to remove a fruit tree which is unstable and dying. There was no objection.</p> <p>It was noted that a tenant had moved out of West Malling but wished to continue with the plot. Discussion took place regarding continuation of a plot, when no longer residing in the Parish. The current tenancy agreement does not state that they have to relinquish the plot. It should also be noted that the Parish Council let to residents of neighbouring parishes, where there is no allotment provision, when there is no waiting list for West Malling.</p>	SH	✓	
226.2	<p><u>Draft Risk Assessment</u></p> <p>The draft risk assessment was received by members and it was agreed that no amendments were necessary and should be referred to Full Council for approval.</p>	SH	✓	
21/227	<u>MACEY'S MEADOW</u>			
227.1	<p><u>MEMORIAL BENCHES</u></p> <p>It was noted that Mr Doyle had prepared wording for a policy on memorial benches, as follows:</p> <p>“Macey’s Meadow is an informal open space which comprises meadows, woodland, apple and cherry trees and hedgerows. It is an area where people can go to relax and enjoy the natural environment. To allow memorial benches would detract from the area’s unspoilt and undeveloped character, a feature we are committed to preserving for the benefit of the local community”.</p> <p>It was agreed that the policy wording be approved.</p>			
227.2	<p><u>Tree Inspection</u></p> <p>It was noted that the tree inspection, of the meadow, will be taking place on Friday 23 April 2021. This action has been recommended by our Insurers and KALC/NALC. Mr Doyle, Mr Wickenden and the Clerk will be meeting with the tree inspector prior to the inspection taking place.</p> <p>Ms Margetts asked when it would be possible for the volunteers to start working in the meadow. Meeting after the 17 May 2021 will be possible, subject to any changes in Government guidelines. Groups of 30 will be able to meet, outdoors, adhering to social distancing guidelines.</p> <p>Ms Margetts reported that the chainsaw was no longer working and needed replacing. It is necessary to, also, purchase a helmet, visor, ear defenders and safety clothing.</p>	SH	✓	

	<p>Approximate costs, as follows:</p> <p>Chainsaw £150.00-£200.00 Helmet, visor, ear defenders £105.00 Safety clothing £255.00</p> <p>Chainsaw to be funded by chainsaw service, as this will not be required if a new one is purchased. Difference to be funded from general maintenance. Helmet, visor and ear defenders to be funded from general maintenance. Safety clothing funded from budget with difference from safeguarded donations.</p> <p>The Assistant Clerk to let Mr Doyle know.</p>			
21/228	<u>PLAYING FIELD</u>			
228.1	<p><u>Buggy Beat Class</u></p> <p>It was noted that a request had been received to hold a buggy beat fitness class on the playing field and tennis courts. They hope to run a 45 minute class for parents (grandparents/guardians) and babies/toddlers in buggies. Classes will be socially distanced, using cones. Numbers to be 10-15 adults with buggies. Instructor is fully insured and registered.</p> <p>After discussion it was agreed that permission be granted for use of the playing field only. Tennis courts to be used, solely, for tennis. A copy of their Public Liability Insurance to be obtained.</p>	SH	✓	
228.2	<p><u>Waste Bin</u></p> <p>The Assistant Clerk reported that the bin had been delivered. It is larger than the existing bin and suggested that the new bin be sited where the existing bin is to be moved to and smaller bin to be sited by the picnic benches. This was agreed.</p>	SH	✓	
228.3	<p><u>Tennis Courts</u></p> <p>Mr Stevens reported that we have received an offer of assistance to re-line the courts and provide tennis rackets and balls for those who show and interest on the weekends.</p> <p>Jimmy's Tennis Club has been informed of this and is happy to chat to them about any support. Cost of re-lining is approximately £150.00 + VAT per court and nets approximately £100.00 + VAT per net. He feels that a pre site survey will be needed to ensure the court surface is considered before any work is carried out. The Assistant Clerk said she had asked if this was something he would carry out and is awaiting a reply.</p> <p>A letter to be sent to the sponsor thanking them for their generous offer and to provide them with details of Jimmy's Tennis.</p>	SH	✓	
21/229	<p><u>CRICKET MEADOW</u></p> <p>A request for the Buggy Beat Fitness class had also been received for the cricket meadow. They have been referred to the TMCC.</p>	SH	✓	
21/230	<p><u>BALL PARK</u></p> <p>A reply has been received from the school who are still currently using the ball park as entry to the school but they have no problem with it being used after school and during the holidays from the Easter break. It was agreed that the ball park be opened, weekends and school holidays.</p> <p>Waste Services be asked to replace the litter bin, at the entrance to the ball park, as we are planning to open.</p>	SH	✓	

21/231	<p><u>VILLAGE HALL</u></p> <p>It was reported that there has been an increase in the amount of cars parking in the car park. If it becomes a problem there may be a need to leaflet residents informing them that the hall is now in use and not to park in the car park.</p> <p>The provisional date for AGM/Quarterly meeting is 21st June 2021 at 7.00p.m.</p>			
21/232	<p><u>WASTE/RECYCLING SERVICES</u></p>			
	<p><u>Great British Clean Up – 28 May to 13 June 2021</u></p> <p>This event will be taking place between 28 May and 13 June 2021. In line with current guidance it will be possible for litter picking in small groups of up to six volunteers or two households. Existing hygiene and social distancing measures should continue to be followed. The event will be subject to any changes in Government guidelines. It was agreed that members, The Rotary Club, Malling Lions and Kings Hill/West Malling Eco Hub, be asked for any suitable Saturdays within the dates.</p> <p>Miss Barkham asked if it would be possible to obtain litter bags from the Borough Council for individual litter picks. The Assistant Clerk to provide contact details.</p>	SH	✓	
21/233	<p><u>FINANCE</u></p>			
	<p><u>Budget Statements</u></p> <p>The monthly budget statements were noted.</p> <p>The Assistant Clerk asked that the replacement fencing, at the allotments, be carried out. This was agreed. Plots affected by the works to be informed of the installation date once confirmed.</p>	SH	✓	
21/234	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>Mrs Javens asked when the swings will be unlocked. This will not be possible until social distancing guidelines are lifted.</p> <p>Mrs Javens had been approached by said a resident who asked if a ground level roundabout could be put in the children's play area. Funds are not available for additional play equipment but the Assistant Clerk said she would look into costs for future consideration.</p> <p>Mrs Javens asked about the removal of the tree stump along the boundary fence of the children's play area. The Assistant Clerk said she would speak with Day Tree Fellers when they carry out the removal of the stumps at the ball park.</p>	SH	✓	
	<p><u>Date of Next Meeting</u> - It was agreed to hold the next Amenities Meeting in June, due to the changes in how meetings can be conducted. Any urgent business to be carried out under delegated powers. (concentrating on Churchyard)</p>			
	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.50 p.m.</p> <p>Signed..... Date.....</p>			