

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON TUESDAY 15 JUNE 2021 AT 7.30PM
AT VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mr P Stevens (Chairman)
Miss G Barkham
Ms S Margetts
Mrs L Javens
Co-opted Members:
Rev David Green (7.52p.m.)

Mr J Collins - Resident
Mr K Mann - Resident

Minute		Action by	Action taken	Response
21/321	<u>APOLOGIES FOR ABSENCE</u> : Ms M Stacpoole, Mrs Y Smyth, Mr M Doyle and Ms I Macdonald			
21/322	<u>DECLARATIONS OF INTEREST</u> – none other than those routinely declared.			
21/323	<u>ELECTION OF CHAIRMAN AND VICE CHAIRMAN</u> Ms Margetts proposed that Mr Stevens serve as Chairman, seconded by Mrs Javens. There being no other nominations Mr Stevens was duly elected. Ms Stacpoole to be asked if she still wishes to remain as Vice Chairman	SH	✓	
21/324	<u>MINUTES</u> –The Minutes of the Meeting held on Monday 19 April 2021 were approved and signed.			
21/325	<u>MATTERS ARISING</u> There were no matters arising			
21/326	<u>CHURCHYARD</u> <u>Report by Rev David Green</u> Rev David Green said that the new contractors were doing an excellent job. The wild flower meadow has now been established with only one area that he needs to speak with the contractors about. It is approximately half of the north west annex with paths to War Graves being maintained. There is a team of volunteers that are helping and additional volunteers have come forward since the scheme was published. Volunteers will be keeping note of what grows. There is also a compost area and a bee hotel. All the taps are now working. Maintenance has been carried out on some benches.	SH	✓	

	<p>He asked the position regarding a tree survey. There is money budgeted in this financial year for a full tree survey and a survey of the Lime Trees. The Assistant Clerk will arrange for this to be carried out.</p> <p>He said that PCC has agreed to keeping a joint waiting list for the allotments both at the Church and Ryarsh lane.</p> <p>Miss Barkham asked if the rusted railing support had been replaced. The Assistant Clerk said she had chased this but no had had no reply. Chase again.</p>	SH	✓	
	Representative of the Churchyard left the meeting at 8.05.pm			
21/327	<u>ALLOTMENTS</u>			
	<p><u>Allotment Inspections</u></p> <p>The allotment inspection report was presented as follows:</p> <p>1B – needs strimming 4B – less than 75% cultivated, weeds not controlled. First letter to be sent 19A – tenant has relinquished plot 21A – work has started. Monitor 26A – tenant has relinquished plot 29A – tenant unwell. To obtain update 30 – tenant has been unable to work plot due to personal circumstances. To monitor.</p> <p>A reminder to be sent to all plot holders regarding the importance of being considerate when strimming paths so that the grass does not blow all over neighbouring plots and the importance of keeping the hedge trim.</p> <p>Miss Barkham said that the tenants on plot 2 have asked about the possibility, at their own expense, to use part of plot 1B for a polytunnel. Mr Stevens outlined the history of the plot. The Parish Council have not received a direct request. The Assistant Clerk to contact them. The tenancy agreement states that “the tenant shall not erect any building or other permanent structure on the Allotment Garden nor fence the Garden without first obtaining the written consent of the Council; any sheds must be of a maximum size of 6’x4’ of a design and construction previously approved by the Council.”</p> <p>Comment was made regarding a similar structure on another plot. The Assistant Clerk will look.</p> <p>Ms Margetts asked if adjoining plots to the footpath will be informed of the replacement fencing works. The Assistant Clerk said she had asked the contractor for notice so that they will be given the date. Ms Margetts said she would be happy to strim the footpath rather than weed kill as plots 4A & B had sown wildflower seeds along the edge of the fence.</p>	SH	✓	
21/328	<u>MACEY’S MEADOW</u>			
328.1	<p><u>Tree Inspection Report</u></p> <p>A copy of the tree survey had been circulated to members. Mr Stevens outlined why it was necessary to have a tree inspection survey take place. The survey highlighted 13 trees that require management work. One tree was identified as a priority and this has been felled by the volunteers. The other 12 require work within 3 months of the survey taking place. It is recommended that a re-inspection take place in 3 years.</p> <p>The volunteers have started work on the other trees apart from the large oak tree which will require a tree surgeon. A quotation to be obtained.</p> <p>The Macey’s Meadow management committee to be asked to provide a report, of the work carried out, at the end of the 3 months. The works highlighted in the report need to</p>	SH	✓	

	be completed in its entirety to satisfy our insurance.			
328.2	<p><u>Donation from The Malling Society</u></p> <p>It was noted that a donation had been received from The Malling Society for the sum of £500.00 to cover cost of hedging in Macey's Meadow. This to be safeguarded.</p> <p>A thank you letter to be sent to the Society for their kind donation.</p>	SH	✓	
328.3	<p><u>Working Party Dates</u></p> <p>The following working party dates were noted:</p> <ul style="list-style-type: none"> • 26 June • 10 & 24 July • 7 & 21 August. <p>The Assistant Clerk reported that she had written to KCC for permission to carry out a light cut of the hedge on Norman Road.</p>			
21/329	<u>PLAYING FIELD</u>			
329.1	<p><u>Use of Playing Field by the Village Hall</u></p> <p>It was noted that a hirer of the village hall, Saturday 4 September 2021, wishes to use the adjacent outside area for ball games suitable for 6 year olds.</p> <p>It was agreed that permission be given subject to them clearing the area of all rubbish and reminding them that it is a public open space.</p>	SH	✓	
329.2	<p><u>Play Equipment Inspection Report</u></p> <p>The play inspection report had been circulated to members. One high risk and six moderate risks had been identified. A quotation had been obtained for these works for the sum of £2354.00 + VAT. The works were agreed under delegated powers. Play spaces carried out the work but replaced the post, of the high risk, rather than a complete replacement. Mr Stevens, the Clerk and Assistant Clerk have looked at the post and agreed the repair.</p> <p>As the repair costs will be significantly lower it was agreed that a steering wheel for the car be purchased.</p> <p>Mr Stevens said that due to current restrictions one cradle swing and one flat swing will remain locked.</p>	SH	✓	
329.3	<p><u>Tennis Courts</u></p> <p>Discussion took place regarding a review of the tennis club. The club is now established and well attended. It was agreed to invite Mr Barton to the July meeting to discuss the possibility of paying a fee for the use.</p>	SH	✓	
21/330	<p><u>CRICKET MEADOW</u></p> <p>There was not anything to report.</p>			
21/331	<u>BALL PARK</u>	SH	✓	
	<p><u>Risk Assessment</u></p> <p>The draft risk assessment was received by members and it was agreed that no amendments were necessary and to be referred to Full Council for approval.</p>			

	It was noted that an inspection of the ball park had been carried out. The overall risk level is low and it was agreed that no repairs are necessary at this time.			
21/332	<u>VILLAGE HALL</u> Mrs Javens reported that an electrical inspection had taken place. A quotation is to be obtained to replace the outside lights as they are permanently on. It had been necessary to have the drain, in the car park, rodded and this will be paid for by the management committee. A grant of £8000.00 was received in May. The risk assessment prepared before the first lockdown will be revisited/updated prior to the hall fully reopening. The next meeting of the management committee will be Tuesday 29 June followed by the AGM. Trustees will also be appointed. Mrs Javens gave credit to Julian and Shirley Jacobs for all they have done throughout lockdown.			
21/333	<u>WASTE/RECYCLING SERVICES</u>			
333.1	<u>Great British Clean Up – 28 May to 13 June 2021</u> It was noted that the litter pick had been postponed due to lack of interest. To consider holding the event in the Autumn.	SH	✓	
333.2	<u>Bulky Refuse Review</u> The weekend service is still currently suspended. Whilst its suspension was in part related to staffing resources, the other key consideration was the implications of social distancing guidance and the safety and welfare of both those residents using the service and the staff operating them. To date the Council has received a low level of public comment on the suspension of this service, although it is recognised that local Members have had the issue raised direct with them. Officers will be carrying out a full review of this service with recommendations to the next meeting of the TMBC Advisory Board.			
21/334	<u>FINANCE</u> <u>Budget Statements</u> The monthly budget statements were noted.			
21/335	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> Mr Stevens asked that an update of the Byelaws be an agenda item for July. Mrs Javens asked for an update on the new bin in the play area. The Assistant Clerk to chase Mr Carr.	SH	✓	
	<u>Date of Next Meeting</u> – Tuesday 13 July 2021 (concentrating on Allotments)			
	There being no further business the Chairman thanked members for attending and closed the meeting at 9.03 p.m. Signed..... Date.....			