

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE  
HELD ON MONDAY 13 SEPTEMBER 2021 AT 7.30PM  
VILLAGE HALL, NORMAN ROAD, WEST MALLING

**Present:** Mr P Stevens (Chairman)  
Miss G Barkham  
Ms S Margetts  
Mrs L Javens  
Mrs Y Smyth  
Ms Stacpoole

Minute		Action by	Action taken	Response
21/462	<b><u>APOLOGIES FOR ABSENCE</u></b> : Ms I Macdonald, Rev D Green, Mr J Musker and Mr M Doyle			
21/463	<b><u>DECLARATIONS OF INTEREST</u></b> – none other than routinely declared.			
21/464	<b><u>MINUTES</u></b> – minutes of the meeting held on Monday 9 August 2021 were approved and signed.			
21/465	<p><b><u>MATTERS ARISING</u></b></p> <p><b><u>[21/407.2] - Lime Trees Inspection</u></b></p> <p>An inspection of the Lime trees had taken place. T1 and T3 are in an advanced state of decay with minimal residual structural wood remaining. It is recommended that they be removed within 3 months. Replacement planting is recommended.</p> <p>Rev Green will start the Faculty process, to remove, at the September PCC meeting.</p>			
21/466	<p><b><u>Tennis Courts</u></b></p> <p>Jim Barton was not able to attend the meeting but had provided a report, as follows:</p> <ul style="list-style-type: none"> <li>• Numbers are a maximum of 10 players Sunday mornings only</li> <li>• Car parking is okay for them</li> <li>• Football matches are okay the warm ups need a bit tighter managing and if there is an issue they should take ownership</li> <li>• Tennis court usage is up by community members and they are being used more. They always accommodate any community players if they are nearby or on court during Sunday sessions</li> <li>• Court surfaces need lines repainting and replacement nets They can do an okay job using a car park line marker and a good sweep for approximately £200.00 (will confirm prior) Nets can now be replaced or wait until February so not to be abused during the very quiet winter</li> <li>• Courts would get busier if fully resurfaced but not sure the cost is justified</li> <li>• Possible look at a payable key fob system for the future</li> </ul> <p>Quotation to be obtained for line marking for 2022/23 budget.</p> <p>Nets to be replaced in February 2022 (in existing budget).</p>	SH	✓	

	<p>Jim to be thanked for providing the information.</p> <p>Based on players, charge to players and weeks played per year it was worked out that they have an income of an estimated figure of £1750.00. Jim to be asked to confirm income.</p>			
<b>21/467</b>	<b><u>ALLOTMENTS</u></b>			
	<p><b><u>Allotment Inspections</u></b></p> <p>The allotment inspection report was presented as follows:</p> <p>1A – Less than 75% cultivated, weeds not controlled, fruit trees not managed, no plot marker and grass not maintained. New Tenant.  4A – less than 75% cultivated, weeds not controlled, fruit trees not managed and grass not maintained. To send gentle first letter.  5B – loose post.  6 – Less than 75% cultivated, weeds not controlled and grass not maintained. To monitor.  19 A – less than 75% cultivated and weeds not controlled. New tenant.  21A – less than 75% cultivated and weeds not controlled. New tenant.  26A – less than 75% cultivated and weeds not controlled. New tenant.  26B – less than 75% cultivated and weeds not controlled. Assistant Clerk to look.  29A – vacant  30 – half of plot being maintained. Assistant Clerk to look.</p> <p>It was noted that a letter had been received by an allotment tenant concerned about encroachment, from neighbouring tenant to the left, onto the path and loss of path, due to raised bed, from neighbouring tenant to the right. They are also concerned about a small fir tree which has been planted as over time it will grow and block light as they already suffer with the overgrown hedge and several full grown fruit trees. The Assistant Clerk said she had been and looked and the left hand path looked fine and the raised bed has been erected on the boundary of the plot but does make it difficult for a wheelbarrow to pass. The fir tree is a small Christmas tree. The tenant will be contacted about the Christmas tree as they may be keeping it there until Christmas. A reply to be sent to inform them that the paths have been inspected and no action to be taken at this time although will be monitored. The hedge due to be cut in October/November to a height of 1.8m although in places there are trees which are not cut.</p> <p>Ms Margetts will collate both the allotment reports.</p>	SH	✓	
<b>21/468</b>	<b><u>MACEY'S MEADOW</u></b>			
<b>468.1</b>	<p><b><u>Update from Meeting</u></b></p> <p>Ms Margetts reported that Applefest has been cancelled this year due to Covid restrictions. A sub committee has been set up to draw up a management plan for the site. Hedging is to be planted and The Malling Society donation will be put towards this. The Oak tree has been braced. Wildflower seeds are being sown in the loam pit.</p>			
<b>468.2</b>	<p><b><u>Japanese Knotweed</u></b></p> <p>This was reported to Environmental Health at the Borough Council and they will be looking into this.</p> <p>Ms Stacpoole said that the tree in the centre of the turning area, top of Ryarsh Lane, needs attention. To be reported to KCC rights of way.</p>	SH	✓	
<b>468.3</b>	<p><b><u>Specification for Tender re: Hedge Cutting</u></b></p> <p>After discussion it was agreed to cut the hedge as per the 2021 specification but a lighter cut on the internal hedge side and the cricket meadow/allotments hedge. New</p>			

	specification to be drawn up for 2022.			
<b>21/469</b>	<p><b><u>PLAYING FIELD</u></b></p> <p>It was noted that the zip wire had snapped and is out of use. A quotation has been received from Playspaces, for repair, for the sum of £1850.00 + VAT. Due to there being insufficient funds available for repair it will be necessary to budget for this work. The zip wire will remain out of use until after April 2022. To be put out on social media. The Assistant Clerk to see if grants can be obtained.</p> <p>A quotation to be obtained for a damaged bench.</p>	<b>SH</b>	✓	
<b>21/470</b>	<p><b><u>CRICKET MEADOW</u></b></p> <p>The cricket club have no objections to the hedge being cut on a two year rotation.</p>			
<b>21/471</b>	<p><b><u>BALL PARK</u></b></p> <p>There was not anything to report.</p>			
<b>21/472</b>	<p><b><u>VILLAGE HALL</u></b></p>			
<b>472.1</b>	<p><b><u>Report by Parish Council Representative</u></b></p> <p>Mrs Javens reported as follows:</p> <ul style="list-style-type: none"> <li>• Hallmark level 3 has been acquired.</li> <li>• Julian is to attend a course to obtain an alcohol licence.</li> <li>• The outside lights have been replaced but are working intermittently.</li> <li>• Emergency/security light in the gents has been replaced.</li> <li>• Pothole, in the entrance to the car park, has been report to KCC.</li> <li>• A new Trust Deed to be drawn up. Charity lawyers will be required.</li> <li>• Defibrillator batteries to be replaced.</li> <li>• Booking are good</li> <li>• Still looking into costs for WIFI.</li> <li>• Guttering has been cleared.</li> <li>• Changing rooms to be painted</li> <li>• Curtains/drapes need to be cleaned in situ.</li> <li>• Discussion is taking place regarding putting a list of hirers on the website.</li> <li>• Date of next meeting Monday 22 November 2021.</li> </ul>			
<b>472.2</b>	<p><b><u>Use of Garage – by Mrs B's Day Care</u></b></p> <p>It was noted that a reply had been received by the pre-school. They would like to continue with the use of the garage but feel that the responsibility element, of the original agreement, be addressed. It is a stand alone garage with public access. They accept that the contents would be their responsibility but feel that the building maintenance/insurance is not.</p> <p>Mr Stevens said that whoever had previously had rental of the garage had the responsibility of maintenance/insurance. Our insurers to be asked for cost of building insurance.</p> <p>The garage is covered with a large amount of ivy. A quotation to be obtained for removal.</p> <p>Quote for growth on the tennis court fence to be obtained for budget.</p>	<b>SH</b>	✓	
<b>21/473</b>	<p><b><u>WASTE/RECYCLING SERVICES</u></b></p>			
	<p><b><u>Consultation on the Continuation of the Booking Systems to visit KCC Household Waste Recycling Centres</u></b></p>	<b>SH</b>	✓	

	The Assistant Clerk to look at the consultation.			
<b>21/474</b>	<b><u>BYE-LAWS</u></b> Mrs Smyth has a copy of the existing Bye-Laws and will begin the process of updating.			
<b>21/475</b>	<b><u>FINANCE</u></b>			
<b>475.1</b>	<b><u>Budget Statements</u></b> The monthly budget statements were noted.			
<b>475.2</b>	<b><u>Accounts for Payment</u></b> Accounts for the sum of £1678.82 were authorised.			
<b>21/476</b>	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b> There were no questions.			
	<b><u>Date of Next Meeting</u></b> – Monday 11 October 2021 (concentrating on Churchyard)			
	There being no further business the Chairman thanked members for attending and closed the meeting at 8.42 p.m.			
	Signed..... Date.....			

<b>West Malling Parish Council</b>							
<b><u>Accounts for Payment 13th September 2021</u></b>							<b>cheques to be drawn</b>
Talking T's of Cambridge Ltd (cheque 2319)					409.02	£	<b>490.82</b>
(invoice T1404 - Macey's Meadow T.shirts with logo)			VAT		81.80		
C & A Landscapes (cheque single cheque 2320)					430.00	£	<b>516.00</b>
(invoice CA32576 - Churchyard mow & strim on 9th July * plus 3rd man			VAT		86.00		
invoice CA32752 Churchyard mow & strim on 5th & 25th August)					560.00	£	<b>672.00</b>
			VAT		112.00		
					<b>TOTAL</b>	<b>£</b>	<b>1,678.82</b>
* cheque issued on 6th Sep cancelled)							