

# WEST MALLING PARISH COUNCIL

## MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 14 MARCH 2022 AT 7.30PM THE CLOUT, HIGH STREET, WEST MALLING

**Present:** Mr Stevens  
Ms Stacpoole  
Miss G Barkham  
Ms S Margetts  
Mrs L Javens

Mrs L Miles – Resident  
Mr J Moon - RLAS

Minute		Action by	Action taken	Response
21/129	<b><u>APOLOGIES FOR ABSENCE</u></b> : Mrs Y Smyth, Rev D Green, Ms I Macdonald and Mr M Doyle.			
21/130	<b><u>DECLARATIONS OF INTEREST</u></b> – none other than routinely declared.			
21/131	<b><u>MINUTES</u></b> –the Minutes of the Meeting held on Monday 14 February 2022 were approved and signed.			
21/132	<b><u>MATTERS ARISING</u></b>  [21/76 – Churchyard] – The Assistant Clerk reported that the volunteer who tended the flowers around the war memorial was no longer able to continue. Ms Stacpoole said that a member of the church working party has been keeping it tidy. Mr Musker to be asked if this member would be interested in carrying out the planting.	SH	✓	
21/133	<b><u>ALLOTMENTS</u></b>			
	<b><u>Allotment Inspection Reports</u></b>  It was noted that inspections had been carried out by the Parish Council and the RLAS.  It was agreed that a letter be sent to all tenants saying that as Spring is here we hope that they are looking forward to working their allotment and reminding of the need to maintain the grass paths and internal hedges.  Mr Moon has replaced missing number posts.  The Assistant Clerk to obtain a quote for the felling of a dead cherry tree at the top of plot 5B.  Ms Margetts asked if the school had responded regarding the hole in the fence at the top of plot 3B. This has been reported several times but no response to date. Assistant Clerk to chase.	SH	✓	
21/134	<b><u>MACEY'S MEADOW</u></b>  The next meeting for Macey's Meadow committee is Wednesday 16 March 2022.  Ms Stacpoole said they are continuing to prune the cobnuts and the fallen trees, storm			

	damage, were being cut up.			
<b>21/135</b>	<b><u>PLAYING FIELD</u></b>			
<b>135.1</b>	<b><u>Removal of Wind Blown Trees</u></b>  It had been necessary to remove a fallen tree due to storm damage in the children's play area. Day Tree Fellers had carried this out for the sum of £100.00 inc VAT. This action was ratified.  Mrs Javens is carrying out weekly visual inspection of the play equipment.	<b>SH</b>	✓	
<b>135.2</b>	<b><u>Zip Wire</u></b>  There has been an increase in the cost of replacing the zip wire. It was agreed the additional £149.00 + VAT be funded out of playground repairs.	<b>SH</b>	✓	
<b>21/136</b>	<b><u>CRICKET MEADOW</u></b>  The Assistant Clerk reported that the cricket club will be discussing the possible extension of the path from the ball park to the allotments.			
<b>21/137</b>	<b><u>BALL PARK</u></b>  There was not anything to report.			
<b>21/138</b>	<b><u>VILLAGE HALL</u></b>			
<b>138.1</b>	<b><u>Report by Parish Council Representative</u></b>  Mrs Javens reported in the meeting held on Monday 21 February, as follows:  <ul style="list-style-type: none"> <li>• Finances are healthy</li> <li>• All lights are now LED</li> <li>• Quotations being obtained to repair hall windows</li> <li>• Crack in the brickwork by the main porch</li> <li>• Concrete by the chair store is cracking</li> <li>• Door to be put on the electric cupboard, in the office.</li> <li>• Painting of the doors under the stage.</li> <li>• WIFI is not being installed and the camera club have been informed.</li> <li>• Update for Trust Deed.</li> <li>• AGM – Monday 23 May 2022.</li> </ul>			
<b>138.2</b>	<b><u>Use of Garage – by Mrs B's Day Care</u></b>  The Assistant Clerk reported that the signed agreement had been returned and they will be invoiced quarterly. To be reviewed in November.			
<b>138.3</b>	<b><u>Clean Up of Car Park</u></b>  It was agreed to hold a working party clean up on Saturday 7 May 2022 at 11.00am. Volunteers to bring tools and gloves. The Assistant Clerk to ask TMBC if they can provide sacks and to check with VHMC if there are hirers in the hall and possible use of kitchen for drinks.	<b>SH</b>	✓	
<b>21/139</b>	<b><u>WASTE/RECYCLING SERVICES</u></b> Emptying of brown bins is now ongoing.  Miss Barkham said that the food bin collection had not taken place at Old Parsonage Court. This service should be weekly. The Assistant Clerk has reported this to Waste Services.			

21/140	<p><b><u>ST LEONARD'S TOWER</u></b></p> <p>Mr Parrin had reported to the Parish Council that the surrounding culvert area is in need of a clean up as blocked with debris and rubbish. This was carried out some years ago by volunteers. Mr Parrin to be asked for clarification on what help he would like.</p> <p>Ms Margetts said she had a contact with KCC who had carried out work in Manor Park. She will provide the Assistant Clerk with the number.</p>		
21/141	<p><b><u>BYE-LAWS</u></b></p> <p>Mr Stevens said he had noticed Cranbrook Parish Council's byelaws. The Assistant Clerk to obtain a copy and to see if NALC have a model byelaw.</p>	SH	✓
21/142	<p><b><u>FINANCE</u></b></p>		
142.1	<p><b><u>Budget Statements</u></b></p> <p>The monthly budget statements were noted.</p>		
142.2	<p><b><u>Accounts for Payment</u></b></p> <p>Accounts for payment – totalling £3281.62 were approved. See attached.</p>		
21/143	<p><b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b></p> <p>Miss Barkham commented on the large rubbish bins, on the pavement, by the Parish Council noticeboard. The Assistant Clerk to find out ownership.</p> <p>The land next to K2 Flooring is owned by KCC. They have advised we apply for a Cultivation Licence.</p>	SH	✓
	<p><b><u>Date of Next Meeting</u></b> – Monday 11 April 2022 (concentrating on Churchyard)</p>		
	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.39 p.m.</p> <p>Signed..... Date.....</p>		

<u>Accounts for Payment 14th March 2022</u>		cheques to be drawn
Mrs Claire Christmas (cheque 2407) (invoice E0500HVWXJ reimbursement for Microsoft 365)		£ 113.76
Mr M Pearce (cheque 2408) (reimbursement for diesel £70.01, mower parts £12.76, parts for tree pruner £17.09, petrol for chainsaw £18.00)		£ 117.86
Nicola McBride (cheque 2409) (allotment deposit refund)		£ 50.00
Roth Creative (cheque 2410) (invoice 3525, costs associated with design & development of heritage website - £2500 to be reclaimed under Welcome Back Fund)	VAT	2500.00 500.00 <b>£3,000.00</b>
	<b>TOTAL</b>	<b>£3,281.62</b>