

# WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE  
HELD ON MONDAY 05 SEPTEMBER 2022 AT 7.30PM  
WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

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

**Co-opted Members:**

Rev D Green  
Mr J Musker  
Mr M Doyle

Minute		Action by	Action taken	Response
22/426	<b><u>APOLOGIES FOR ABSENCE</u></b> : Mrs Y Smyth and Ms I Macdonald.			
22/427	<b><u>DECLARATIONS OF INTEREST</u></b> – none other than routinely declared.			
22/428	<b><u>MINUTES</u></b> – the Minutes of the Meeting held on Monday 08 August 2022 were approved and signed.			
22/429	<b><u>MATTERS ARISING</u></b> There were no matters arising.			
22/430	<b><u>CHURCHYARD</u></b>			
430.1	<p><b><u>Report by Rev David Green</u></b></p> <p>Rev Green said that there is a 'Rake and Cake' event in the Churchyard on Saturday 10 September 2022 – 10am-1pm. People are asked to join in, with the volunteers, as they rake the cuttings after the final cut of the year for the wildflower meadow. Wildflower seeds will be spread and cake and lemonade will be enjoyed. The volunteers meet once a month and additional help is always appreciated.</p> <p>One of the allotment plots now has a new tenant.</p> <p>Discussion took place regarding the cutting back of the Lime trees along the back of Churchfields. Rev Green will be meeting with Qualitree on Friday, the Clerk will also be in attendance, to discuss the work involved. The matter to be referred to Full Council to agree a way forward. Planning permission will be required as in a Conservation Area.</p> <p>All the taps are in working order.</p> <p>Repairs have been made to some sections of the boundary wall.</p> <p>Jane Field and David Mitchem are formulating a plan for low maintenance, drought and sun proof planting at the War Memorial garden. It will be submitted to the Church and Parish Council in due course. The Parish Council hold a small budget for planting.</p>	SH	✓	

430.2	<b><u>Specification for Tender re: Grass Cutting</u></b> Members had been issued with a copy of the specification. There being no amendments it was agreed to put out to tender.	SH	✓	
	Churchyard representatives left the meeting at 7.47pm.			
22/431	<b><u>ALLOTMENTS</u></b>			
	<b><u>Allotment Inspection Reports</u></b> It was noted that an inspection had been carried out by the Parish Council.  4A – a lot of rubbish. The Assistant Clerk said that the tenant had been asked to pile up the rubbish for removal in 2023/24 18A – first letter 19A – first letter 21A – first letter 21B – monitor 26B – first letter 27B – monitor 29A – first letter 29B – new tenant 30A – monitor 30B – monitor  Fencing posts by plots 22/23 and falling over. John Moon to be asked to take a look.	SH	✓	
	<b><u>Specification for Tender re: Hedge Cutting</u></b> Members had been issued with a copy of the specification. Subject to an amendment, being additional frequency of weed kill, it was agreed to put out to tender.	SH	✓	
22/432	<b><u>MACEY'S MEADOW</u></b>			
432.1	Mr Doyle reported that the Applefest will be taking place on Saturday 1 October 2022 between 1-4pm. There will be a write up, available, for the variety of apples in the meadow.  Additional hedge planting, around the perimeter, will take place in the Autumn.			
432.2	<b><u>Specification for Tender re: Hedge Cutting</u></b> Members had been issued with a copy of the specification. To be referred to the next Macey's Meadow meeting for agreement.	SH	✓	
22/433	<b><u>PLAYING FIELD</u></b>			
433.1	<b><u>Tennis Court</u></b> Mr Stevens reported that the sub committee had met to discuss the S106 monies for the tennis courts, outdoor adult gym and children's play area. It was felt that the tennis court work take priority but it is necessary to delay any decisions until confirmation has been received regarding the advertising of work due to the costs involved. The gate locking system will be provided by the LTA, free of charge, subject to the court play remaining free. The Assistant Clerk reported that the parish council was now registered with the Contractor Finder website. A specification to be drafted.	SH		
433.2	<b><u>Specification for Tender re: Grounds Maintenance</u></b> Members had been issued with a copy of the specification. Subject to two amendments, being weed kill headings and additional line marking, it was agreed to put out to tender.	SH	✓	

433.3	<p><b><u>Litter Picking</u></b></p> <p>The Assistant Clerk reported that the volunteer litter picker was having difficulty in clearing rubbish, at the playing field and children's play area, on a regular basis. Discussion took place regarding employment of a litter picker on an ad hoc basis, approximately 2 hours per week, at National Living Wage. To be referred to Full Council for further discussion and agreement.</p>	SH	✓	
22/434	<p><b><u>CRICKET MEADOW</u></b></p>			
	<p><b><u>Specification for Tender re: strimming</u></b></p> <p>Members had been issued with a copy of the specification. There being no amendments it was agreed to put out to tender.</p>	SH	✓	
22/435	<p><b><u>BALL PARK</u></b></p> <p>There was not anything to report.</p>			
22/436	<p><b><u>VILLAGE GREEN</u></b></p>			
	<p><b><u>Specification for Tender re: Grass Cutting</u></b></p> <p>Members had been issued with a copy of the specification. There being no amendments it was agreed to put out to tender.</p>	SH	✓	
22/437	<p><b><u>VILLAGE HALL</u></b></p>			
437.1	<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>• Meeting was held on Monday 22 August 2022</li> <li>• Financial position is good</li> <li>• Awaiting fitting of a smart meter</li> <li>• New shower in the changing room</li> <li>• Painting of hall and corridor</li> <li>• Problems with AC unit. It has been maintained but overheating. To be looked at</li> <li>• Mrs B's Day Care has ceased trading</li> <li>• Part of the car park, opposite the main doors, had been cleared</li> <li>• Committee to be thanked for the WiFi provision</li> </ul> <p>Discussion took place regarding a more regular clearance of the car park. Mr Stevens said he would take a look.</p> <p>It was noted that a quotation had been received for 2 trees in the car park, by the boundary hedge with Norman Road, for crown lifts has been received from Day Tree Fellers for the sum of £180.00 + VAT. It is necessary to carry out this work as they are obscuring several parking spaces. It was agreed the quotation be accepted.</p>	SH	✓	
437.2	<p><b><u>Pre-School and Garage</u></b></p> <p>It was noted that Mrs B's Day Care has ceased trading.</p> <p>The conditions of rent for the garage state that the agreement may be terminated by either party by giving written notice of six months.</p> <p>It is understood that another Pre-school has shown interest in using the hall and garage.</p>			
22/438	<p><b><u>WASTE/RECYCLING SERVICES</u></b></p>			

	There were no waste/recycling matters			
<b>22/439</b>	<b><u>BYE-LAWS</u></b> Mrs Smyth has been unable to look at the bye-laws but will as soon as she can.			
<b>22/440</b>	<b><u>FINANCE</u></b>  <b><u>Budget Statements</u></b> The monthly budget statements were noted.			
<b>22/441</b>	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b> Mr Stevens reported that one of the benches on the cricket meadow, by Rotary House, had been damaged. Kent Handyman to be asked to take a look. Ms Margetts praised the children's play area. She said she had visited several times over the last week and it was very popular and busy.	<b>SH</b>	<b>✓</b>	
	<b><u>Date of Next Meeting</u></b> – Monday 10 October 2022 (concentrating on Allotments)			
	There being no further business the Chairman thanked members for attending and closed the meeting at 8.48 p.m.  Signed..... Date.....			