

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 14 NOVEMBER 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:
Mr J Musker

Representative from the Allotment Society

Minute		Action by	Action taken	Response
22/555	<u>APOLOGIES FOR ABSENCE</u> : Mrs Y Smyth, Mr M Doyle and Ms I Macdonald.			
22/556	<u>DECLARATIONS OF INTEREST</u> – none other than routinely declared.			
22/557	<u>MINUTES</u> – after an amendment to date of meeting being October the Minutes of the Meeting held on Monday 10 October 2022 were approved and signed.			
22/558	<p><u>MATTERS ARISING</u></p> <p><u>[22/509]- Waste/Recycling Services</u></p> <p>Miss Barkham said that the new drop in centre in Leybourne is not just for computer repairs.</p> <p>Mr Stevens reported that collection of small electrical equipment was raised at Full Council. Borough Councillor Paul Boxall looked into the matter and confirmed that the service is still in place but not every truck has the facility to collect. It is advised that the resident contact TMBC waste department and they will arrange a collection. Miss Barkham has replied to Paul Boxall and raised several issues regarding the collection and his reply is awaited. Follow up letter to be sent to waste services upon receipt of this.</p> <p><u>[22/513] – Wood Chippings</u></p> <p>Ms Margetts reported that Tree Monkeys tree surgeons are able to supply chippings free of charge. These can be used on the allotment path and in the gateways in Macey's Meadow.</p>			
22/559	<u>CHURCHYARD</u>			
	<p><u>Report by Rev David Green</u></p> <p>In the absence of David Green Mr Musker reported that the taps are due to be turned off. The lime tree stumps have been ground out.</p> <p>Mr Stevens reported that the parish council have agreed to fund the tree work on the boundary of the churchyard and Churchfields.</p>			

	Mr Musker left the meeting at 7.45p.m.			
22/560	<u>ALLOTMENTS</u>			
560.1	<u>Waste Clearance Plots 4A & 4B</u> It was noted that a quotation has been received for removal of waste on plots 4A and 4B for the sum of £200.00. This work was agreed and to be funded from safeguarded withheld deposits.			
560.2	<u>To Consider Rent Increase for 2023/24</u> Discussion took place regarding a rent increase. Ms Stacpoole proposed an increase to £22 (small plot) and £44 (large plot), seconded by Mrs Miles. To be referred to Finance and General Purposes for agreement.	SH	✓	
22/561	<u>MACEY'S MEADOW</u>			
	<u>Tree Work</u> It was noted that a quotation has been received for work to several trees over hanging into the allotments. Tree Monkeys can carry out the work for the sum of £200.00. It was agreed to carry out the works to be funded from safeguarded tree work. The contractor to be asked to put the chippings by the allotment footpath.	SH	✓	
22/562	<u>PLAYING FIELD</u> There was not anything to report.			
22/563	<u>CRICKET MEADOW</u> The Assistant Clerk said that the old information board on the cricket meadow has been removed as it was sited on land that was owned by KCC. The board was not in a good condition. Consideration should be given to a new board and a new site to be agreed.			
22/564	<u>BALL PARK</u> There was not anything to report.			
22/565	<u>VILLAGE GREEN</u> After a recent clean up of the village green and K2 area there are a lot of bags full of garden waste. It was agreed to budget £200.00 for waste removal. Comment was made regarding wood treatment of the village sign. It was felt that this could be carried out every two years. It was agreed to budget £250.00.			
22/566	<u>VILLAGE HALL</u>			
566.1	<u>Report by Parish Council Representative</u> Mrs Javens reported that the next meeting of the VHMC will be Monday 28 November 2022.			
566.2	<u>Pre-School and Garage</u> The Assistant Clerk reported that the liquidator had assessed the equipment in the hall and garage and agreed that they can be disposed of. The new Pre-school will keep any equipment that is of use. Remainder of the equipment will need to be disposed of.			

566.3	<p><u>New Garage Rental Agreement</u></p> <p>It was noted that a draft garage rental agreement had been circulated to members. The rental agreement was agreed. The Assistant Clerk said that the new Pre-school are interested in renting the garage but had yet to apply directly to the Parish Council.</p>		
22/567	<p><u>WASTE/RECYCLING SERVICES</u></p>		
	<p><u>Garden Waste Collections</u></p> <p>It was noted that there may be a potential change to garden waste collection rounds. These changes will begin Monday 21 November 2022 and will only affect garden waste collections. Subscribers will be notified of any changes.</p>		
22/568	<p><u>BYE-LAWS</u></p> <p>Draft bye-laws were circulated to members and it was agreed that they be referred to Full Council for signing and sealing.</p>	SH	✓
22/569	<p><u>FINANCE</u></p>		
569.1	<p><u>Budget Statements</u></p> <p>The monthly budget statements were noted.</p>		
569.2	<p><u>Tenders</u></p> <p>It was noted that three tenders have been received, Four Seasons, Landscape Services and C&A Landscapes. Appendix 1.</p> <p>After discussion it was agreed that Four Seasons be awarded the tender for hedge cutting at the playing fields, churchyard, Macey’s Meadow, allotments and cricket meadow. Landscape Services be awarded the tender for all grass cutting and marking out at the playing fields, tennis court weeding, allotment footpath weed killing, cricket meadow strimming and cutting of village green. C & A be awarded the grounds maintenance at the Churchyard.</p> <p>It was agreed to refer to F&GP for approval.</p>		
569.3	<p><u>Consideration of Budget 2023/24</u></p> <p>Tender figures to be added when agreed by F&GP.</p> <p>Twitich Inn service charge may need to be increased. Figures to be checked.</p>		
22/570	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>Mrs Javens said she had informed Westmara of the community ambulance.</p>		
	<p><u>Date of Next Meeting</u> – Monday 12 December 2022 (concentrating on Allotments)</p>		
	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.41 p.m.</p> <p>Signed..... Date.....</p>		

TENDERS 2023/24

these are all annualised costs before VAT

Area	Four Seasons	Landscape Services	C&A Landscapes
Norman Road Playing Field			
Grass cutting & pitches		£2,907.51	
Hedge Cutting	£ <u>656.11</u>	£ 445.60	
Weedkilling		£ 148.52	
Ivy Clearance		£ 133.67	
Tennis Courts Weeding		<u>£ 222.78</u>	
	£ 656.11	£ 3,858.08	
Churchyard			
Grounds maintenance		£12,104.36	£9,720.00
Hedge	£ <u>174.30</u>	<u>£ 148.52</u>	<u>£ 295.00</u>
	£ 174.30	£12,252.88	£10,015.00
Macey's Meadow Hedge			
Hedge One	£ 1,598.74		
Hedge Two	£ 518.91		
Hedge Three	<u>£ 307.02</u>		
	£ 2,424.67		
Allotments			
Hedge	£ <u>698.63</u>	£ 297.04	
Footpath		£ 222.78	
Clear per plot and cover		<u>£ 594.08</u>	
	£ 698.63	£ 1,113.90	
Cricket Meadow			
Hedge	£ 454.31	£ 185.65	
Strimming		<u>£ 779.73</u>	
	£ 454.31	£ 965.38	
Village Green			
		£ 222.78	