

# WEST MALLING PARISH COUNCIL

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

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

**Representative from the Allotment Society - Mr Yeoman**

| Minute |  | Action by | Action taken | Response |
|--------|--|-----------|--------------|----------|
| 23/93  | <b><u>APOLOGIES FOR ABSENCE</u></b> : Mrs L Miles, Ms I Macdonald and Mr M Doyle   |           |              |          |
| 23/94  | <b><u>DECLARATIONS OF INTEREST</u></b> – none other than routinely declared.   |           |              |          |
| 23/95  | <b><u>MINUTES</u></b> – after an amendment to [23/40.3] being addition of external and [23/44.1] being addition of when funds are available the Minutes of the meeting held on Monday 13 February 2023 were approved and signed.   |           |              |          |
| 23/96  | <b><u>MATTERS ARISING</u></b><br><br><b><u>[23/38] – Churchyard</u></b><br><br>Dead small animals on private land, ie gardens, will be collected by TMBC provided the resident double bag it and put it on the boundary of the property and report to Waste Services.  |           |              |          |
| 23/97  | <b><u>ALLOTMENTS</u></b><br><br>The Assistant Clerk reported that there is one plot still available and is going through the waiting list.   |           |              |          |
| 23/98  | <b><u>MACEY'S MEADOW</u></b><br><br>Ms Margetts reported that the new hedging had been planted and pruning had started.  |           |              |          |
| 23/99  | <b><u>PLAYING FIELD</u></b>  |           |              |          |
| 99.1   | <b><u>S106 – Tennis Courts</u></b><br><br>Mr Stevens reported that a meeting had been held with Jim Barton, from the tennis club, to look at the details of the tenders. There were a couple of discrepancies in the tenders and a list of comments to be drawn up and sent to the contractors for clarification.  | SH        | √            |          |
| 99.2   | <b><u>Report of Foul Language at Football Match</u></b><br><br>A complaint had been received regarding the use of excessive foul language on the football pitch before, during and after the game. Leybourne City had booked the pitch and it was agreed that a letter be sent stating that this is unacceptable behaviour, on and off the pitch, and will not be tolerated. They need to speak with their players and also stress | SH        | √            |          |

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|               | to the away team that it is not acceptable.  |           |   |  |
| <b>99.3</b>   | <b><u>Great British Clean Up</u></b><br><br>The Great British Clean Up is due to take place between 17 <sup>th</sup> March and 2 <sup>nd</sup> April 2023. It was agreed to hold West Malling's clean up on Saturday 25 March 2023. The Assistant Clerk to arrange litter picking equipment and refuse bag pick up points with TMBC.   | <b>SH</b> | √ |  |
| <b>23/100</b> | <b><u>CRICKET MEADOW</u></b><br><br>Mrs Smyth, on behalf of the Cricket Club, thanked the Parish Council for their co-operation in respect of the strip of land adjacent to Macey's Meadow. The title deed has been lodged with Land Registry.   |           |   |  |
| <b>23/101</b> | <b><u>BALL PARK</u></b><br><br>The Assistant Clerk said that the ball park was locked when it should be open in the school holidays. The school to be informed.  | <b>SH</b> | √ |  |
| <b>23/102</b> | <b><u>VILLAGE GREEN</u></b><br><br>Mr Yeoman asked about the clean up of vegetation at the village green. He showed an interest helping with the next clean up.<br><br>Mr Yeoman left the meeting at 8.00p.m.  |           |   |  |
| <b>23/103</b> | <b><u>VILLAGE HALL</u></b>   |           |   |  |
| <b>103.1</b>  | <b><u>Report by Parish Council Representative</u></b><br><br>Mrs Javens reported that the water heater in the disabled toilet had been replaced due to being unsafe.<br><br>Ms Stacpoole said about provision of electric vehicle charging points in the car park. The initial stage would be to have a survey of the electrics in the hall to see if they could sufficiently run charging points. Ms Stacpoole will attend the next meeting of the management committee.  |           |   |  |
| <b>103.2</b>  | <b><u>Annual Report and Accounts</u></b><br><br>It was noted that the annual report and accounts for the VHMC had been received.<br><br>The committee highlighted a couple of minor points about the accounts. On page 3 it mentions that the Parish Council continues to support the Village Hall but it then mentions the PC has awarded a Loss of Income and Restart Grants – this in fact was TMBC and not ourselves. Conversely, under receipts on page 6 there is a line for Gratuities TMBC yearly payment – this is us and not TMBC. This is for information moving forward as the accounts do not need to be altered. |           |   |  |
| <b>103.3</b>  | <b><u>Smallville Nursery and Rent of Garage</u></b><br><br>It was noted that the signed garage rent agreement and quarterly payment had been received. Details of use of the outdoor space and insurance has not yet been received. The outdoor space is not being used, at present, due to the time of year. The Assistant Clerk to obtain further information.   | <b>SH</b> |   |  |
| <b>23/104</b> | <b><u>WASTE/RECYCLING SERVICES</u></b><br><br>Miss Barkham said that she was not happy with a response from Mr Boxall, Borough Councillor, regarding incorrect buckets/lack of buckets on refuse lorries for collection of small electrical items. She will respond to him.  |           |   |  |

|               |   |    |   |  |
|---------------|---|----|---|--|
| <b>23/105</b> | <b><u>FINANCE</u></b>   |    |   |  |
| <b>105.1</b>  | <p><b><u>Budget Statements</u></b></p> <p>The monthly budget statements were noted.</p> <p>The following safeguarded sums were agreed:</p> <p><b><u>Allotments</u></b><br/>                 Water rates £750.00</p> <p><b><u>Amenities</u></b><br/>                 Grounds maintenance £407.83<br/>                 New signage £200.00<br/>                 New play equipment £1963.00</p> <p><b><u>Churchyard</u></b><br/>                 Wall repairs £2000.00</p>                              |    |   |  |
| <b>105.2</b>  | <p><b><u>ACCOUNTS FOR PAYMENT</u></b></p> <p>Accounts for payment – totalling £2373.38 were approved. See attached.</p>   |    |   |  |
| <b>23/106</b> | <p><b>It was agreed that in view of the confidential nature of the business to be transacted it was advisable in the public interest that the public and press be temporarily excluded and asked to withdraw in accordance with the Public Bodies (Admission to Meetings) Act 1960.</b></p> <p>Details of insurance claim was noted.</p>  |    |   |  |
| <b>23/107</b> | <p><b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></b></p> <p>It was noted that an application had been received to carry out metal detecting in Macey’s Meadow. Agreed in principle. To be referred to Macey’s Meadow committee.</p> <p><b><u>Date of Next Meeting</u></b> – Monday 13 March 2023 (concentrating on Churchyard)</p> <p>There being no further business the Chairman thanked members for attending and closed the meeting at 8.45p.m.</p> <p>Signed..... Date.....</p> | SH | ✓ |  |

**Accounts for Payment 13th February 2023**

|   |                     | cheques to<br>be drawn |
|---|---------------------|------------------------|
|   |                     | £                      |
| West Malling Village Hall (cheque 2537)<br>(annual contribution)  |                     | <b>2,000.00</b>        |
| Mervyn Carr (cheque 2538)<br>(invoice for additional distribution of rock salt)   |                     | <b>75.00</b>           |
| Mrs C Christmas (cheque 2539)<br>(reimbursement for Microsoft subscription -<br>invoice made out to WMPC inv. E0500M46FV) | 225.60<br>VAT 45.12 | <b>270.72</b>          |
| BT (cheque 2540)<br>(payment for telephone / broadband useage 21/12/23 - 31/1//23)  | 23.05<br>VAT 4.61   | <b>27.66</b>           |
|   | TOTA                | <b>2,373.38</b>        |