

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 11 DECEMBER 2023 AT 7.30PM
WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Mr P Stevens
Ms S Margetts
Miss G Barkham
Ms Stacpoole

Co-opted Member:
Mr M Doyle

Minute		Action by	Action taken	Response
23/692	<u>APOLOGIES FOR ABSENCE</u> : Mrs L Miles, Mrs Y Smyth, Mrs L Javens, Ms I Macdonald and Rev David Green			
23/693	<u>DECLARATIONS OF INTEREST –</u> none other than routinely declared			
23/694	<u>MINUTES</u> – the minutes of the meeting held on Monday 13 November 2023 were approved and signed.			
23/695	<u>MATTERS ARISING</u> There were no matters arising.			
23/696	<u>ALLOTMENTS</u> The Assistant Clerk said that the works on Plot 10 had started today and will be complete tomorrow.			
23/697	<u>MACEY'S MEADOW</u>			
	<u>Risk Assessment</u> It was noted that an amendment had been made to the risk assessment for working with ladders. It was agreed to refer to Full Council for approval. The risk assessment will be read and signed annually. New volunteers to read and sign on start of volunteering. They will also be adopting a sign in procedure on volunteer dates.	SH	√	
23/698	<u>PLAYING FIELD</u>			
698.1	<u>Tennis Courts</u> The work on the tennis courts has now been completed. The Smartaccess entry system has been tested and works. The courts will remain closed until the New Year when the LTA booking website will become active.			
698.2	<u>Jimmy's Tennis Licence</u> A draft tennis licence had been sent to Jimmy's Tennis. Several amendments were highlighted. Members discussed these and a new draft to be prepared. To be sent to	SH	√	

	Jimmy's Tennis. Further information to be obtained regarding the play of Pickleball as there may be noise implications.			
23/699	<u>CRICKET MEADOW</u> Mr Doyle said that there are exercise classes taking place on the cricket meadow and on the approach road. This has been reported to the cricket club. It is their responsibility to look into this.			
23/700	<u>BALL PARK</u> It was noted that a quotation had been received for tree work at the entrance of the ball park for the sum of £785.00 + VAT. There is £660.00 in the current budget. It was agreed to safeguard £660.00 and budget £125.00 in 2024/25 and for the work to be scheduled for early April 2024. The gates still remain locked at weekends and no response has been received from the school. The Assistant Clerk to ring direct and ask that they be opened.	SH	√	
23/701	<u>VILLAGE GREEN</u> There was not anything to report.			
23/702	<u>VILLAGE HALL</u> <u>Report by Village Hall Representative</u> The next meeting of the WMVHMC is Monday 19 th February 2024. They are looking at other Wifi options.			
23/703	<u>WASTE/RECYCLING SERVICES</u>			
703.1	<u>Litter in the Town Centre</u> It was noted that a letter had been delivered to licenced premises and eateries regarding keeping pavements, shop fronts and doorways free of litter. This will be raised at the Chamber of Commerce meeting. Comment was made regarding lack of leaf clearance on pavements in St Leonard's Street, Swan Street and Lucks Hill.			
703.2	<u>Christmas Refuse and Recycling Collections</u> The scheduled Christmas collection arrangements can be viewed online https://www.tmbc.gov.uk/bins-waste/christmas-waste-collections			
23/704	<u>FINANCE</u>			
704.1	<u>Budget Statements</u> The monthly budget statements were noted.			
704.2	<u>Tenders</u> It was noted that four tenders have been received, Isle Landscapers, Landscape Services, Capel Groundcare and C&A Landscapes. Appendix 1. After discussion it was agreed that Capel Groundcare be awarded the tender for Norman Road playing field, Macey's Meadow hedge work, allotments and cricket meadow hedge work. C&A Landscapes to be awarded the grounds maintenance at the Churchyard. Landscape Services to be awarded the strimming of the staples and village green.	SH	√	

	Refer to Full Council for approval.			
704.3	<p><u>Consideration of Budget for 2024/25</u></p> <p>The Assistant Clerk had figures for play surface repairs highlighted as medium work in the last play equipment inspection. Mr Stevens proposed that £7500.00 be budgeted for this work. Seconded by Ms Stacpoole.</p> <p>Costs of ground maintenance to be added. Clear plot and cover at the allotments x2.</p>			
23/705	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>There were no questions.</p>			
	<u>Date of Next Meeting</u> – Monday 15 January 2024 (concentrating on Churchyard)			
	There being no further business the Chairman thanked members for attending and closed the meeting at 8.55p.m.			
	Signed.....	Date.....		

TENDERS 2024/25

These are all annualized costs before VAT

Area

	Isle Landscapes	Landscape Services	Capel Groundcare	C&A Landscapes
Norman Road Playing Field				
Grass cutting & pitches	£3,553.00	£3,142.23	£2,830.00	
Hedge cutting	£1,440.00	£ 481.20	£ 200.00	
Weedkilling	£ 500.00	£ 160.40	£ 140.00	
Ivy Clearance	£ 120.00	£ 144.36	£ 260.00	
Tennis Court Weeding	<u>£1,460.00</u>	<u>£ 320.80</u>	<u>£ 420.00</u>	
	£7,073.00	£4,248.99	£3,850.00	
Churchyard				
Grounds maintenance	£16,905.00	£13,072.60	£9,625.00	£13,015.00
Hedge	<u>£ 240.00</u>	<u>£ 240.60</u>	<u>£ 300.00</u>	<u>£ 395.00</u>
	£17,145.00	£13,313.20	£9,925.00	£13,410.00
Macey's Meadow Hedge				
Hedge One		£ 777.60	£1,600.00	
Hedge Two		£ 194.40	£ 500.00	
Hedge Three		£ 48.60	<u>£ 300.00</u>	
Hedge Four		£ 97.20		
Hedge Five		<u>£ 243.00</u>		
		£ 1,360.80	£2,400.00	
Allotments				
Hedge	£ 960.00	£ 291.60	£ 800.00	
Footpath	£ 585.00	£ 240.60	£ 105.00	
Clear plot and cover	<u>£ 390.00</u>	<u>£ 641.60</u>	<u>£ 330.00</u>	
	£ 1,935.00	£ 1,173.80	£ 1,235.00	
Cricket Meadow				
Hedge	£ 1,440.00	£ 270.00	£ 450.00	
Strimming	<u>£ 7,200.00</u>	<u>£ 842.40</u>	<u>£ 1,470.00</u>	
	£ 8,640.00	£ 1,112.40	£ 1,920.00	
Village Green				
	£ 720.00	£ 240.60	£ 240.00	