

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 14 OCTOBER 2024 AT 7.30PM
WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Cllr Peter Stevens
Cllr Gwyneth Barkham
Cllr Sara Margetts
Co-Opted Members:
Mr Peter Yeomans – Allotment Society Chair
Mr M Doyle – Macey’s Meadow Chair

Minute		Action by	Action taken	Response
24/571	<u>APOLOGIES FOR ABSENCE</u> : Cllrs L Miles, M Stacpoole and Y Smyth. Ms I Macdonald.			
24/572	<u>DECLARATIONS OF INTEREST –</u> Cllr Stevens declared an interest in [24/578] as family live adjacent to the children’s play area.			
24/573	<u>MINUTES</u> –the minutes of the meeting held on Monday 9 September 2024 were approved and signed.			
24/574	<u>MATTERS ARISING</u> There were no matters arising.			
24/575	<u>ALLOTMENTS</u>			
575.1	<u>Allotment Inspection Reports</u> An inspection had not taken place. The Assistant Clerk reported that the tenants of plots 12B and 21A will be vacating at the end of November. There is a new tenant on plot 2B who maybe interested in plot 1B.			
575.2	<u>Allotment Management Committee</u> Mr Yeomans said that due to lack of interest it is unlikely that a management committee will be set up. It will be discussed at the next allotment society meeting.			
575.3	<u>Request for Sheds to be erected on Plot A’s</u> A request from the allotment society had been received for permission to erect sheds on plot A’s. After discussion Cllr Barkham proposed that sheds can be placed on plot A’s, seconded by Cllr Margetts. Carried. The sheds must be sited at the top end of plot A’s, not the Ryarsh Lane end. There must not be more than one shed for plot A’s. Use of cricket meadow end to be agreed between tenants. The tenancy agreement to be amended, to take effect from November 2025.			
575.4	<u>Specification for Tender</u> Members had been issued with a copy of the Specification. There being no amendments it was agreed to put out to tender.	SH	√	

	Mr Yeomans left the meeting at 7.45p.m.			
24/576	<u>TOILETS</u>			
	<u>Specification for Tender</u> Members had been issued with a copy of the Specification. Subject to one amendment it was agreed to put out to tender. The deep clean has taken place and the improvement works carried out.	SH	√	
24/577	<u>MACEY'S MEADOW</u>			
577.1	<u>Update</u> The Apple Fest event was a success. Over £800.00 was raised.			
577.2	<u>Specification for Tender</u> Members were issued with an amended copy of the Specification. There being no amendments it was agreed to put out to tender.	SH	√	
24/578	<u>PLAYING FIELD</u>			
578.1	<u>Tennis Courts</u> It was noted that a quotation from GKW Wrought Iron, for additional fencing and shroud box, had been received for the sum of £7995.00 + VAT. Sovereign Sports did not feel that additional fencing was feasible due to costs. It was agreed not to proceed due to costs. GKW to be asked to quote separately for the shroud box. Sovereign Sports will repair the two small holes on the courts. Consideration be given to using anti climb paint. Enquiries to be made.	SH	√	
578.2	<u>CCTV</u> It was noted that two quotations had been received. A third is awaited. It was agreed to defer until November meeting.			
578.3	<u>Roundabout, Children's Play Area</u> It was noted that three quotations had been received: Safeplay £14,990.00 + VAT Kompan £17,637.10 + VAT Playdale £22,751.03 + VAT It was suggested that Members look at the equipment provided by the companies. Safeplay to be asked for local sites, Kompan can be seen at Lockmeadow, Maidstone and Playdale at Manor Park. It is proposed that the works be carried out under S106 monies. TMBC to be consulted.	SH	√	
578.4	<u>Goal Posts</u> A quotation for goal posts has been received from Fitness Sports for the sum of £1308.50 + VAT. Installation costs are £416.40 + VAT by Capel Groundcare. TMBC have agreed	SH	√	

	<p>this can be funded via S106 monies. It was agreed that the quote and installation cost be agreed.</p> <p>Due to the nature of the purchasing of goal posts it was only possible to obtain one quotation.</p>			
578.5	<p><u>Removal and Cut Back of Trees Boundary of Children's Play Area</u></p> <p>It was noted that a quotation had been received to cut back and remove trees in the children's play area overhanging a property in Woodland Close. It was agreed to defer until after the tree inspection.</p>			
578.6	<p><u>Specification for Tender</u></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	√	
24/579	<p><u>CRICKET MEADOW</u></p>			
	<p><u>Specification for Tender</u></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	√	
24/580	<p><u>BALL PARK</u></p> <p>There was not anything to report.</p>			
24/581	<p><u>VILLAGE GREEN</u></p>	SH	√	
	<p><u>Specification for Tender</u></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	√	
24/582	<p><u>VILLAGE HALL</u></p>			
	<p><u>Report by Village Hall Representative</u></p> <p>There was not anything to report.</p>			
24/583	<p><u>WASTE/RECYCLING SERVICES</u></p> <p>The Assistant Clerk to make enquiries of ownership of the recycling bins outside Rosie's. Also to be reported to KCC via the portal.</p> <p>Three cigarette butt bins remain. These have been reported.</p>	SH	√	
24/584	<p><u>Public Rights of Way</u></p>			
	<p><u>Scenic Green Trail</u></p> <p>The Green Trail is a scheme to join many areas by utilising existing public footpaths. The information was noted.</p>			
24/585	<p><u>RISK ASSESSMENTS</u></p> <p>Members had been circulated with the risk assessments. Tree inspection dates have been altered. There being no amendments it was agreed to refer to Full Council for adoption</p>			
24/586	<p><u>FINANCE</u></p>			

<p>586.1</p>	<p><u>Budget Statements</u></p> <p>The monthly budget statements were noted.</p>		
<p>586.2</p>	<p><u>Consideration of Budget 2025/26</u></p> <p><u>Playing Fields/Children’s Play Area</u> It was agreed to increase pitch fees to £55.00 per game. Land west of Age Concern – budget £250.00 for repairs. Planter, High Street – increase to £75.00. Smart Access maintenance – increase to £600.00. Tennis court repairs – budget £250.00 for repairs. Toilets electrical/fire testing and other works – budget £500.00. Twitch Inn – budget £150.00 for maintenance. Ball Park waste bin – budget £150.00 to replace.</p> <p><u>Allotments</u> Cllr Stevens proposed that the allotment rent be increased to £30.00 per plot, seconded by Cllr Barkham. Carried.</p> <p>Ground maintenance costs to be added on agreement of tenders.</p> <p>Quotes to be obtained for village hall car park remarking, replacement benches at land west of Age Concern, additional fencing ball park and installation of a kissing gate at the top of the playing field.</p> <p>Garage maintenance to be moved to F&GP budget.</p>		
<p>586.3</p>	<p><u>Accounts for Payment</u></p> <p>Accounts for payment – totalling £2022.41 were approved - see attached.</p>		
<p>24/587</p>	<p><u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u></p> <p>Mr Doyle commented on the police presence at the Apple Fest event.</p> <p>Cllr Margetts said there would be a small litter pick before the Remembrance event.</p> <p>It was noted that the thermostat at The Twitch was replaced for the sum of £132.00 + VAT.</p>		
	<p><u>Date of Next Meeting</u> – Monday 11 November 2024</p>		
	<p>There being no further business the Chairman thanked members for attending and closed the meeting at 9.03p.m.</p> <p>Signed..... Date.....</p>		

Accounts for Payment 14th October 2024

cheques to be drawn

Business Stream (single cheque 2799)
 King Street toilets waste water

(invoice 5741520 - for use 18/2/24 - 31/7/24

**£
805.21**

(invoice 5876024 - for use 1/8/24 - 31/8/24)		£	175.95
(invoice 6090898 - for use 1/9/24 - 30/9/24)		£	170.68
(late payment fee - contested)		82.50	99.00
	VAT	16.50	
Castle Water (cheque 2800) (invoice 10003701055 - water use at allotments 1/9/24 - 30/9/24)		£	117.95
Techsafe Solutions Ltd (cheque 2801) (First Aid course - P Parrin)		£	55.00
Royal British Legion Industries Ltd (cheque 2803) (cost of Women in War statue. To be collected from RBLI)		£	175.00
Roth Creative (cheque 2804) (invoice 3798 - design and print costs for A6 Macey's cards + envelopes)		186.35	223.62
	VAT	37.27	
<u>Section 137</u>			
Tunbridge Wells Mental Health Resource Ltd (cheque 2805) (Donation agreed at Full Council on 7/10/24 Minute number 24/558)		£	200.00
	TOTAL		2,022.41