

WEST MALLING PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD ON MONDAY 13 JANUARY 2025 AT 7.30PM
WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

Present: Cllr Peter Stevens
Cllr Gwyneth Barkham
Cllr Sara Margetts
Cllr Min Stacpoole
Co-Opted Members:
Mr Malcolm Doyle – Macey’s Meadow Chair
Ms Isobel Macdonald – Churchyard representative
Mrs Jane Field – Churchyard representative
Mr John Musker – Churchyard representative
Mrs Linda Javens – Village hall representative

Minute		Action by	Action taken	Response
24/765	<u>APOLOGIES FOR ABSENCE</u> : Cllr Y Smyth			
24/766	<u>DECLARATIONS OF INTEREST</u> – Cllr Stevens declared an interest in [24/775] as family live adjacent to the children’s play area.			
24/767	<u>ELECTION OF VICE-CHAIR</u> Cllr Stevens proposed that Cllr Stacpoole serve as Vice Chair, seconded by Cllr Margetts. There being no other nominations Cllr Stacpoole was duly elected.			
24/768	<u>CO-OPTION OF CHURCHYARD REPRESENTATIVE</u> It was agreed that Mrs Field be co-opted as a churchyard representative on the Amenities Committee.			
24/769	<u>MINUTES</u> –the minutes of the meeting held on Monday 11 November 2024 were approved and signed.			
24/770	<u>MATTERS ARISING</u> There were no matters arising.			
24/771	<u>CHURCHYARD</u> The snowdrops are in bloom and the primroses are on the way. The recent tree survey did not highlight any problem trees. There is a mystery grave clearer. Several black sacks containing wreaths, ornaments and flowers from the graves have been left in the churchyard. The water has been turned off.			
	The Churchyard representatives left the meeting at 7.40p.m.			
24/772	<u>ALLOTMENTS</u>			

	<p><u>Rabbit Proof Fencing Repairs</u></p> <p>It was noted that a quotation had been received from The Small Building Company to replace 12 post for the sum of £403.76. It was agreed to carry forward £250.00 from general maintenance and budget £153.76.</p> <p>The Assistant Clerk reported that the cover has blown off of plot 10. Capel have suggested using sleepers at a cost of £31.50 each + VAT, to hold the cover down. It was agreed to accept the quotation for the sum of £315.00 + VAT.</p>	SH	√	
24/773	<p><u>TOILETS</u></p> <p>The water rates for the toilets are currently in credit.</p>			
24/774	<p><u>MACEY'S MEADOW</u></p>			
774.1	<p>Mr Doyle reported that the additional hedge cut had been carried out.</p> <p>The kissing gate to be installed soon.</p> <p>The memorial tree for Tim Macey has been planted. Plaques are awaited.</p>			
774.2	<p><u>Japanese Knotweed Removal</u></p> <p>It was noted that two quotations had been received for removal of knotweed. Soil and sieve for the sum of £8920.00 + VAT and spray for the sum of £5040.00 + VAT.</p> <p>The Assistant Clerk said she had written to KCC PROW and they still do not take responsibility, even though it is next to a public right of way. A report has also been submitted to Network Rail. A response is awaited.</p>			
24/775	<p><u>PLAYING FIELD</u></p>			
775.1	<p><u>Inclusive Roundabout</u></p> <p>It was noted that the Borough Council will not allocate monies towards a roundabout as it is not detailed in the Parish Infrastructure Statement. Members were disappointed with the decision. The Statement to be updated in March.</p> <p>It was noted that the playground repairs and jetwashing have been carried out.</p>			
775.2	<p><u>Vegetation Removal to rear of Norman Road/Tennis Courts</u></p> <p>A reply had been received from the residents of Norman Road. They decline to contribute towards the clearance work.</p> <p>A quotation of £200.00 was received to clear the vegetation. It was agreed to accept. To be funded from playing field additional works.</p>			
24/776	<p><u>CRICKET MEADOW</u></p> <p>There was not anything to report.</p>			
24/777	<p><u>BALL PARK</u></p> <p>There was not anything to report.</p>			
24/778	<p><u>VILLAGE GREEN</u></p> <p>There was not anything to report.</p>			

24/779	<u>VILLAGE HALL</u>			
779.1	<u>Report by Village Hall Representative</u> Mrs Javens reported that the finances are healthy. There has been a rebate on the solar panels. Quotes for aircon and radiator services are being sought. The next meeting is Monday 24 February 2025.			
779.2	<u>Village Hall Management Committee Accounts</u> It was noted that the village hall accounts for 1 st April 2023 to 31 st March 2024 had been received. There were no comments on the accounts. It was agreed that the Parish Council contribution of £2000.00 be made to the WMVHMC.			
779.3	<u>EV Charging Point</u> Installation of EV charging points has been agreed. Awaiting installation date.			
24/780	<u>WASTE/RECYCLING SERVICES</u> The bins outside the properties next to the post office are still on the pavement. To be chased.	SH	√	
24/781	<u>PUBLIC RIGHTS OF WAY</u> The Government has lifted the deadline for mapping of rights of way not on the definitive map.			
24/782	<u>TREE CONDITION SURVEY REPORT</u> A tree survey has been undertaken by Down to Earth. No trees were highlighted for action to be taken. The next survey to be carried out in 18 months. Discussion took place regarding the Lime tree in the children's play area. A resident of Woodland Close raised concern regarding its safety and size. It was agreed that no action be taken to remove the tree as the report considers it to be healthy and safe. The resident to be informed.	SH	√	
24/783	<u>FINANCE</u>			
783.1	<u>Budget Statements</u> The monthly budget statements were noted.			
783.2	<u>Consideration of Budget 2025/26</u> <u>Tenders</u> It was noted that Capel Groundcare were down sizing and would be unable to carry out some of the grounds maintenance. An updated quote had been obtained from Isle Landscapers. After discussion it was agreed that Capel Groundcare by awarded the hedge cutting at Norman Road playing fields, internal hedges at Macey's Meadow, cricket meadow and the village green. Isle Landscapers to be awarded the Norman Road playing fields and the allotments. Appendix 1. No tenders were received for hedge one at Macey's Meadow. It was agreed to obtain quotations for the work.			

	Amendments were made to the draft budget, to be referred to Full Council for budget setting purposes. <u>Safeguarding</u> It was agreed to carry forward village green maintenance of £95.57 and cricket meadow maintenance of £336.23 from safeguarding. To be set against the grounds maintenance budget for 2025/26			
783.3	<u>Accounts for Payment</u> Accounts for payment – totalling £8405.08 were approved – appendix 2			
24/784	<u>QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS</u> There were no questions.			
	<u>Date of Next Meeting</u> – Monday 10 February 2025			
	There being no further business the Chairman thanked members for attending and closed the meeting at 9.05p.m. Signed..... Date.....			

Appendix 1

Isle Landscapers

Norman Road Playing Fields

Grass cutting, strimming and pitches	£4608.00
Weedkilling	£ 560.00
Ivy clearance	£ 120.00
Tennis court weeding	<u>£1040.00</u>
	£6328.00

Allotments £1270.00

Capel Groundcare

Norman Road playing field hedges	£ 214.00
Macey's Meadow hedges two, three, four, five	£1290.00
Cricket Meadow works	£1941.42
Village Green	£ 256.80

Appendix 2

Accounts for Payment 13th January 2025						cheques to be drawn
Specialist Hygiene Services Ltd (cheque 2842)					598.39	£ 718.06
(invoice 47312 - King Street toilets cleaning costs for December)			VAT		119.67	
CK Office Furniture (cheque 2843)					325.00	£ 390.00
(invoice 26569 2 x office chairs and office filing cabinet)			VAT		65.00	
Safeplay Playground Services Ltd (cheque 2844)					6080.85	£ 7,297.02
(invoice 28861 repairs to Norman Road play equipment)			VAT		1216.17	
				TOTAL		8,405.08