



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 24TH APRIL 2018 HELD IN THE PARISH OFFICE MEETING ROOM, MEMORIAL HALL, MARDEN COMMENCING AT 8pm

- Min No**
- 131/18 **PRESENT** Cllrs Adam, Boswell, Harvey, Jones, Newton, Robertson, Tippen and Turner. The Clerk was also in attendance.
- 132/18 **APOLOGIES:** There were no apologies.
- 133/18 **DECLARATIONS OF INTEREST:** Cllr Jones declared an interest in item 136/18(a)(i) as property overlooks playing field; Cllr Boswell declared an interest in item 136/18(a)(ii) as property overlooks Southons Field; Cllrs Newton and Tippen declared an interest in item 140/18(a) as Trustees of Marden Memorial Hall for which they have approved dispensation.
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 134/18 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 27th March 2018 were agreed and signed.
- 135/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 136/18 **SUB-COMMITTEES REPORTS**
- (a) **Open Space**
- (i) **Playing Field**
- Play Inspection Reports for play area and Napoleon Drive play area: MBC & MPC – no further issues outstanding.
- A quote had been received from HAGS for £225.00 to replace the buddy swing chains and to ensure the gates close slowly - Cllrs agreed for this work to be undertaken.
- Changing Room: issues raised by caretaker/Marden Minors FC: MMFC had emailed stating the showers were not working properly – The caretaker would check whether it was the shower heads that were blocked and if there were further problems he would report back – it was proposed that the football club be asked to spray the shower heads after each use with limescale remover to see if this resolves the situation. Cllrs Harvey and Turner were happy to meet on site in regard to their issues with goal post storage. MMFC had also raised concern over the amount of grass left on the field following it being mowed – as discussed by the Finance Committee a grass box would be purchased.
- Update on Site meeting held on 7th April 2018 – the notes had previously been circulated and the Chairman reported on these to all in attendance.
- Anti-Social Behaviour reports had been received from neighbouring residents on several occasions and the CCTV had been viewed by the PCSO and the Clerk. Several of the youths were recognised by the PCSO who would visit youths/parents to deal with the issues.
- Concern was raised that previous reporting of anti-social behaviour at the March Amenities meeting was more of a law-breaking issue as a motorbike was being ridden across the field.

Cllrs considered that it may be appropriate to have one large sign indicating the main rules of the field could be erected on the changing rooms. Following a discussion Cllrs requested that the Clerk contact DCLG regarding the new byelaws and then review signage. It was proposed that a meeting could be arranged with the Social Housing Associations, PCSO and Youth Group.

Other Playing Field issues:

It was hoped that the youth shelter would be installed the week commencing 14th May.

Signage for the two play areas had been completed and the caretaker was due to install these shortly.

(ii) Southons Field

Play Trail Inspection Report: Several bolts had become loose which the caretaker had tightened.

Sheds: The Caretaker had fitted ramps to the access of the new shed to allow easier access and egress. This was at a cost of £30 which would be reimbursed to the caretaker. The felt still needed to be fitted to the smaller shed and once this was done the Clerk would arrange to tidy out the pavilion.

Grasscrete quotes for entrance: Further questions had been requested following the Full Council meeting from the two companies who had previously quoted regarding the subsoil. These had been received and after discussion it was proposed and agreed that the contract would be awarded to Yew Tree Construction. The Clerk would contact the company providing dates to be avoided when the field was in use. Update on Site meeting held on 7th April 2018 - the notes had previously been circulated and the Chairman reported on these to all in attendance.

Other Southons Field issues: There were no other issues raised.

(iii) Other Open Space

Open Space Action Plan – no further update had been made since the last meeting.

(iv) Trees

Tree audit and Tree inspection: The audit had been received and circulated to Cllrs. The Clerk would review the audit to ensure that all the trees are on Parish Council land and were not covered by TPOs. Two further quotes would then be requested for the recommended tree work to be undertaken.

(b) Cemetery

New Section: The centre garden area had been weeded and fertiliser dug in with the assistance of Marden in Bloom. The grass cutting of the area would be undertaken by the cemetery and village caretakers and as agreed by the Finance Committee quotes for a further petrol mower would be obtained.

ICCM Photography Competition: The closing date is 30th June 2018 so any photographs received would be reviewed at either the May Amenities meeting or June Full Council.

Update on Site meeting held on 7th April 2018 - the notes had previously been circulated and the Chairman reported on these to all in attendance. The Clerk had obtained a verbal quote of £980 for a small area of the turning circle to be tarmacked. It was agreed instead to purchase a free-standing sign indicating which way the funeral vehicles should drive round the centre circle and this would be monitored to see if it resolves the problem.

Children's burials – A report regarding fees had been received stating that funerals should be free for children aged 0-18. Cllrs agreed to amend our fees accordingly.

Review of Cemetery Rules - Cllrs were asked to consider rules for the new section and it was proposed that the Cemetery Sub-Committee meet to discuss before putting to a future Amenities Committee.

Cemetery issues: There were no other Cemetery issues raised.

137/18 **PUBLIC TOILETS & CAR PARK**

- (a) Public Convenience issues: Cleaning report – The Clerk had contacted the cleaning company regarding the cleaning of the toilets over weekends. A response had been received to state that they should be cleaned 7 days a week and the cleaner would be spoken to for more details. Cllrs agreed for the Clerk to order the new door for the ladies.
- (b) The footfall counter had been ordered and it was agreed to initially place in the gents for three months before moving to the ladies for the same period of time.
- (c) Update on Site meeting held on 7th April 2018 - the notes had previously been circulated and the Chairman reported on these to all in attendance.
Car Park Issues: The barrier had been painted however it was still felt that it should be removed. The Clerk would contact MBC again.

138/18 **CORRESPONDENCE**

There had been no correspondence since the last meeting.

139/18 **ACTION GROUP REPORTS**

- (a) **Stilebridge:** The Clerk had received a contact name for a Gypsy and Traveller Officer at KCC however she was mainly responsible for Community and Education. The Clerk had asked for information regarding a contact in respect of the running of the site but to date no details had been received.
- (b) **Play Scheme:** The Clerk had circulated a report stating that the dates for 2018 would be 23rd July to 3rd August, majority of the staff had been recruited and the theme for this year is "Once Upon a Time". Some new equipment needed to be purchased and the Clerk would obtain costs to ensure they are within the budget.

140/18 **OUTSIDE BODIES REPORTS**

- (a) **Memorial Hall:** The meeting has been moved to 30th April however it was reported that several quotes had been received for a new fire alarm system which the Trustees were due to discuss at their meeting.
- (b) **Youth:** The Youth Club had restarted and PCSO Nicola Morris was due to visit on Wednesday evening.

141/18 **OUTSTANDING ISSUES**

- (a) Update from To Do list – The list which had been updated from the March meeting had been circulated to Cllrs prior to the meeting. The Chairman went through some of the issues still outstanding.
It was agreed that the caretaker would still be asked to repaint the cast iron signs and if it seems it would be unable to be done by the Winter it should be budgeted for a contractor to undertake the work in the next financial year. County Councillor Hotson would be approached to request KCC provide traffic management at Bunches Lake when the work took place.

142/18 **FURTHER ISSUES FOR DECISION**

- (a) Beacon for WW1 Tribute: The Clerk was asked to contact companies in Marden who may be able to assist in the making of a beacon for quotes. The Clerk would also contact other Parish Councils who already have beacons as to what they use for burning, how they light it and what height their beacons are. Cllrs agreed that if the purchase of a permanent beacon was possible it would be situated in Southons Field in time for the Beacon of Light ceremony in November 2018.
- (b) Bench at library: Cllrs agreed to purchase the "Marden" bench from Memorial Benches with images engraved of a bike/ladder along with wording. A local contractor had agreed to assist with the removal of the bench, concrete slabs and re-lay a new concrete plinth.
- (c) Amenities Policies – Small amendments had been made to the Memorial Safety Policy and the Open Spaces Hiring Policy – these were agreed and adopted.

143/18 FURTHER ISSUES FOR DISCUSSION/INFORMATION

- (a)** Section 106 contributions & money outstanding: Confirmation had been received from MBC to undertake the work proposed at the consultation. Wicksteed would be contacted to place the order for the sports wall to be installed. An order would be placed for the adult gym but the installation would be put on hold until the footpath/running track and have laid. As the quotes for the footpath had come in over £25,000 the Clerk would need to advertise the work on the Government's Contract Finder website.

144/18 INVOICES FOR PAYMENT:

- (a)** Bank Transfer agreed for Ian Jones (locking of Southons Field and public conv.)
(b) Other Invoices to be submitted at the meeting – There were no other invoices for payment

Other Issues brought to the attention of Cllrs which were not on the Agenda included:
 The PROW meeting at the new Sports Ground along Maidstone Road – Cllr Newton gave a brief report of what was discussed but Cllr Adam asked that details regarding a diversion across the sports field be discussed at Planning. The Clerk would look to provide any paperwork received to the meeting.

An email had been received from a neighbour of Rookery Path indicating that one of the trees was overhanging her property. The Clerk would investigate to see whether the tree in question was covered by a TPO before requesting any quotes for works.

There being no further business the meeting closed 9.40pm

Signed:
 Chairman, Amenities Committee
 Marden Parish Council

Date: