

**Meopham Parish Council  
Environment & Amenities Committee Meeting  
held on 31<sup>st</sup> October 2017 at 7.30 p.m.  
at the Windmill, Meopham Green**

**Committee Members Present:** Cllrs Gofton, (Chairman), D Bramer, M Bramer, Buchanan, Hasler, Luxford, (Vice Chairman) and Wade

**In attendance:** N Jerram (Clerical Assistant)  
Ken Dare and Gillian Willsher (M&DFG),  
Ian Carey – Harvel Pond Warden  
1 member of public

**Item 1**      **To receive Apologies for Absence**

**E.72**      No apologies received

**Item 2**      **To receive Declarations of Interest**

**E.73**      There were no declarations of interest.

**Item 3**      **To approve minutes of the previous meeting**

**E.74**      Cllr Luxford advised members of a typing error on page 3, E.43 resident's name incorrectly spelt. The minutes of the meeting held on 05.09.17 were then approved as a correct record on a proposal by Cllr Buchanan, seconded by Cllr Hasler and all voted in favour.

**Item 4**      **To consider matters arising from the above Minutes**

**E.75**      Item 7, E.43, Cllr Luxford asked if a spare key for Harvel Pond gate could be held at the parish office. The pond warden said he would organise this.

**Item 5**      **Village Greens/Harvel Pond**  
**5.1 To note the results of the annual survey of the Village Greens, Judson's Recreation Ground and Southdown Shaw and to approve any work required**

**E.76**      Members noted the results of the survey and discussed the condition of various benches within the parish. Cllr Gofton suggested the maintenance of benches should be reviewed and would speak to the clerk. Cllr D Bramer said the split Ash tree on Priestwood Green should be checked by the tree surgeon.

**Action: Clerk**

**5.2 To note the cleaning of the war memorial**

**E.77**

Members agreed that the cleaning of the war memorial by a specialist contractor had been successful. Cllr Gofton reported that the clerk would be looking into possible funding available for the re-engraving of the WW1 names which had faded.

**Action: Clerk**

**5.3 To receive an update on Harvel Pond**

**E.78**

Cllr Gofton proposed a motion to suspend standing orders to allow Ian Carey, the Pond Warden to speak. This was seconded by Cllr Luxford and all voted in favour.

I. Carey advised that the padlock on the pond gate had been fixed and he had two sets of keys. He reported that the pond was re-establishing well; the ducks that were on the pond had now flown. I. Carey confirmed that the floating duck house is work in progress and will be completed for the spring. Cllr Luxford asked if a depth gauge was to be installed and I.Carey said he is happy to make and install one. He also informed members that daffodil bulbs were to be planted shortly.

Cllr Gofton thanked I.Carey for all the work he does and thanked him for his report.

**E.79**

Members agreed to bring forward Item 11.2 whilst out of standing orders to allow a resident from Harvel to speak regarding fly-tipping.

The resident reported that fly-tipping in Harvel and surrounding areas has increased considerably and GBC who were initially very good at getting the rubbish removed were now inundated with requests. The resident suggested Harvel residents would like the parish council to be more involved in putting pressure on the relevant authorities to remove the rubbish more quickly as waste left uncollected is being added to.

Discussions followed on ways to address the increase in fly-tipping and members agreed that the Parish Council would write to GBC raising the above concerns. Members also agreed that fly-tipping be put forward as an Agenda item for the next Chairman's Meeting.

**Action: Clerk**

Standing orders were then reinstated

**5.4 To note date of tree work to be carried out by OTS on Meopham Green, Pitfield Green and Edmund Green (7<sup>th</sup> November)**

**E.80** Members noted the tree work to be carried out on 7<sup>th</sup> November.

**5.5 Pitfield Green - to discuss information received from Woodland Trust on suggested planting and maintenance**

**E.81** Cllr Gofton advised members of her site meeting with Cllr Buchanan and a resident regarding planting trees on Pitfield Green alongside a boundary fence. Members read the advice received from the Woodland Trust.

Discussions followed and members agreed that due to the costs involved in the maintenance of further trees, the area should initially be tidied and made good with a view to monitoring the area in the future. On a proposal from Cllr Buchanan, seconded by Cllr Luxford, all members voted in favour to spend up to £200 'making good' the area. The clerk was asked to write to the resident informing them of this decision.

**Action: Clerk**

2 members of public left the meeting.

**5.6 Weeds/dandelions on side greens – to discuss response from Horticultural Services Manager, GBC**

**E.82** Members discussed the email received from the Horticultural Services Manager. Cllr Wade suggested that the weeds germinate before GBC start cutting the grass and removing the grass cuttings would help. Members agreed that GBC should be reminded to cut the grass earlier in the year before the weeds take hold and asked the clerk to make a diary action to remind GBC in future.

**Action: Clerk**

**5.7 Registering of Village Greens**

**5.7.1 To note the costs incurred to date**

**E.83** Members noted the costs to date.

**5.7.2 To note the further cost for this work and to consider a virement to the Village Green's budget**

**E.84** Members noted the further cost for the work and on a proposal from Cllr Gofton, seconded by Cllr Buchanan, all members agreed to a virement of £1,000 to be transferred from the youth provision to the village greens budget to allow for these further costs.

**Action: Clerk**

**Item 6**      **Rights of Way, including Footpaths Groups**  
**6.1 Update from Meopham & Districts Footpath Group**

**E.85**      Cllr Buchanan proposed that standing orders were suspended to allow Ken Dare, M&DFG to speak. This was seconded by Cllr Luxford and all voted in favour.

K. Dare thanked Cllrs Buchanan and Luxford for attending M&DFG AGM on 13th October and informed members of:

- Machines/Tools in for servicing
- A new Footpaths Officer had been appointed.
- Planned walk to the Mausoleum from Lodge Lane starting 10am on 1<sup>st</sup> November
- A new Schedule of walks in progress.

Cllr Luxford asked about the new storage facility for tools. K Dare confirmed this was work in progress.

Cllr Gofton thanked Ken and Gillian for attending the meeting. Standing orders were then reinstated.

**Item 7**      **Recreation Ground and Playground Equipment**  
**7.1 Wetpour – To note advice from Abacus Playgrounds following survey**

**E.86**      Cllr Gofton spoke on the site meeting with Abacus she attended with Cllr Luxford and members noted the advice received. Following discussion members agreed to wait for the annual inspection of the playground by GBC due in November before any further action.

**Item 8**      **Youth Club**  
**8.1 Update regarding the response from The Grand**

**E.87**      Cllr Gofton informed members that The Grand were looking into the availability of youth workers for a Friday evening youth club to be held at Meopham Leisure Centre. Subject to the availability of 2 youth workers, Cllr Gofton proposed a trial period of 4 weeks with 2 staff supervising from 6-8pm. This was seconded by Cllr Luxford, 5 voted in favour with 2 against. The proposal was therefore agreed.

**Action: Clerk**

**Item 9**      **Litter Pick**  
**9.1 Update on litter pick on 28<sup>th</sup> October**

**E.88** Cllr Gofton informed members that 9 people attended the litter pick resulting in approximately 19 bags of rubbish being collected.

**9.2 To agree dates for litter pick 2018**

Cllr Gofton asked if the clerk could diary in quarterly litter picking dates for 2018 and confirm to members.

**Action: Clerk**

**Item 10** **Financial Matters**

**10.1 To consider and approve the small grant applications submitted**

**E.89** Members considered the applications received and agreed to honour the following:

1. Meopham Village Hall - £460
2. Meopham & District Footpaths Group - £340
3. Meopham Windmill Trust - £500
4. Meopham Historical Society - £273
5. Culverstone Community Centre - £500
6. Meopham Toddler Group - £300

9.15pm – Ken Dare and Gillian Willsher (M&DFG) left the meeting.

**10.2 To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations**

**E.90** On a proposal from Cllr Gofton, seconded by Cllr Luxford, all voted in favour of approval of the above. – see appendix 1.

**10.3 To note the Environment and Amenities Committee expenditure up to 2017/2018**

**E.91** Members noted the above.

**10.4 To consider and approve the proposed Environment and Amenities Committee budget for the 2018/2019 financial year**

**E.92** Cllr D Bramer proposed a motion to approve the proposed Environment & Amenities Committee budget 2018/2019; this was seconded by Cllr Buchanan, 4 voted in favour with 3 abstentions. The motion was therefore agreed.

**Item 11**      **Correspondence**  
**11.1 To note correspondence received**

**E.93**            Members noted the correspondence list.

**11.2 To consider email from resident regarding concerns with increased fly-tipping in Harvel**

**E.94**            The above had been discussed under item 5.3, E.79

**CLOSED SESSION - Pursuant to Section 1(2) of the Public Bodies Admission to Meetings Act 1960, that due to the confidential nature of the next item the public and press will be asked to leave the meeting**

**Item 12**      **To consider and approve the following quotations**

**12.1 Tree work at Judson's Recreation Ground**  
**12.1.1 To review, and if appropriate, consider the quotations received for hedge/tree work on the perimeter fence behind the fenced in play area**

**E.95**            Cllr Gofton spoke of the proposed works to be carried out on the trees at Judson's Recreation Ground. Members considered the quotations received and discussions followed. Cllr Wade suggested quotations were obtained for the area immediately behind the MUGA only. Gofton asked for clarification from past E&A minutes that the E&A Committee had agreed to obtain quotations for this work.

**Action: Clerk**

**12.1.2 If agreed to proceed with the work, to consider a motion to transfer a virement from the reserves to the tree budget for this work, to be approved at Full Council**

This item was deferred.

Meeting closed at 9.50pm

**Appendix 1  
E&A - 31.10.17**

**Payments from 6.9.17 to 31.10.17**

CHQ	DATE	PAYEE	DETAILS	GROSS	VAT	NET
1937	15/09/2017	Highview Tree Services	Service Contract up to 14.9.17	£450.00		£450.00
1943	25/09/2017	H,. Antwiss	Emergency repair to allotment fence	£190.00		£190.00
1947	28/09/2017	RBLI	Parish Office sign	£44.64	£7.44	£37.20
1958	27/10/2017	Highview Tree Services	Service contract - up to 14.10.17	£450.00		£450.00

**Payments to be approved**

1962	27/10/2017	P Hasler	bulbs for the parish containers	£9.00		£9.00
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