

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE OPEN SPACES & AMENITIES COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 17th SEPTEMBER 2018

PRESENT: CLLRS MRS K DENNISON [CHAIR], MRS A THROSSELL, A MULCUCK, J COOPER, J DEARDEN and MRS J THAWIATES
MR N SAUNDERS (Grounds Supervisor)
MRS N GREENAWAY (Clerk to the Council)

233. **OPENING OF MEETING**

The meeting was opened by the Chair at 7.44pm.

234. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Mr P Jobling. The previously notified reasons for absence were recorded in the Absence Book Ref: 403 and **ACCEPTED** and **APPROVED**.

235. **DECLARATION OF MEMBERS' INTERESTS**

Cllr Thwaites declared a personal interest in item 7 as her Husband retains an allotment.

236. **FINANCE**

(a) **Financial Analysis Month 4**

The Financial Analysis which had previously been **CIRCULATED**, was **READ** and **NOTED**. Cllr Dalton asked that any items that were above % expected budget should have an explanation. It was **NOTED** this would happen for items that are paid once per year such as insurance. It was **AGREED** the Administrative Assistant will create a table and explanation for each budget code that requires further explanation.

(b) **VAT on Administration Fees**

It was **NOTED** that VAT is payable on all Administration Fees that is collected from the use of the Recreational Grounds.

237. **ITEMS BROUGHT FORWARD FROM PREVIOUS MEETINGS**

(a) **War Memorial – Weed matting**

It was **AGREED** weed matting will be purchased in preparation for the new planting at the War Memorial.

RESOLVED Administrative Assistant to purchase the weed matting and it will be charged to the War Memorial budget.

238. **RECREATION GROUNDS MATTERS**(a) Weed Control/Treatment for the Kiln Barn Recreational Ground along with New Road Recreational Ground

It was **REPORTED** due to the weather this year this has not been undertaken. The Grounds Supervisor said it could still be done this year, weather permitting. I was **AGREED** the budget allocation for the treatment will be slipped forward to next year if it is not undertaken this year. It was confirmed there were funds in this year's budget for this process and it is something that is undertaken and budgeted for every three years.

(b) Children's Play Areas Annual Safety Inspection Report

It was **REPORTED** by the Grounds Supervisor the play inspection overall went very well and there are a few minor cosmetic jobs to complete.

RESOLVED The Chair will take the report to read and will go through any issues with the Administrative Assistant and Grounds Supervisor.

(c) Rubbish and Litter

It was **REPORTED** on a Monday morning that there was a large amount of litter on the Kilnbarn Recreational Grounds despite Cllr Mrs Dearden clearing litter on Sunday afternoon. It was suggested that weekend users of the recreation ground should be written to and also that signs about litter should be put up.

RESOLVED the Administrative Assistant to send a letter to teams using the Recreational Grounds to make them aware of this issue.

239. **ALLOTMENT MATTERS**(a) Report on Allotment Inspection 20th August 2018

It was been **REPORTED** Cllr Dennison, Cllr Thwaites and Mrs Webb completed an inspection on 20th August 2018 and it was **NOTED** that overall there were not too many issues. However, the allotments have suffered in general with the adverse weather conditions experienced this year. Some allotment plots were highlighted as ones to watch, with one thought to be in state of neglect and this tenant will be contacted. Cllr Dalton said he felt all plots on the list to watch should be contacted. Cllrs Mrs Thwaites and Mrs Dennison explained that there were some extenuating circumstances as to why some tenants had been unable to give their plots the attention required so it was felt better to wait until after the next inspection. Members were asked their thoughts.

RESOLVED only to contact the neglected plot highlighted and the others would be reviewed at the next inspection.

(b) 2018 Review Annual Tenancy Agreement and Rents

It was **AGREED** the Administrative Assistant will collate information on local Allotments rents.

RESOLVED the Administrative Assistant to report findings and present suggested increases at next meeting.

(c) Annual Skip date

It was **AGREED** the Administrative Assistant will check the date from last years and arrange this. It was also **REPORTED** sufficient amount of time should be given to the allotment holders and the skip should be in situ for 3 weekends to allow everyone plenty of time to use this.

RESOLVED the Administrative Assistant to arrange the skip for the same time as previous years and make the necessary arrangements for Allotment holders to be informed of the skips arrival.

240. **QUARRY LNR MATTERS**

It was **REPORTED** a meeting is still trying to be set up to discuss matters. Cllr Mrs Cooper asked for clarification about the Local Nature Reserve and Cllr Mulcuck gave some background information.

The Chair asked for another matter linked to conservation issues to be considered.

RESOLVED to accede to the request:

241. **FORD MATTERS**

It was **NOTED** that the Ford was becoming quite “overgrown”. It was suggested that a working/ conservation group is be created to look after its management.

The Administrative Assistant will review the background information about the Ford and it ownership prior to sending out an appeal for volunteers to help with this project.

242. **TREES**

Report on Annual Tree Inspection by Ground Staff Supervisor.

READ and **NOTED**.

Cllr Mrs Dearden asked about the possibility of an area for celebration trees similar to the area for memorial trees. The Grounds Supervisor was asked to give some consideration to the best area for this.

243. **CORRESPONDENCE FOR DECISION – GENERAL**

(a) Wedding Reception September 2019 – Would like a Hog Roast – The Spinning Pig Co.

It was **AGREED** further questions should be asked of the hirer – confirmation that it iis the Spinning Pig; cooking method and evidence of public liability insurance.

RESOLVED The Administrative Assistant will report back at the next meeting

(b) Memorial Bench Kiln Barn Recreational Grounds

A request for a memorial bench was **READ**. It was **AGREED** further investigation would be required before a decision could be made.

RESOLVED The Administrative Assistant will investigate this matter further and report back at the next meeting.

244. **CORRESPONDENCE FOR NOTING**

- (a) Arbour The Journal of the Kent Men of the Trees
- (b) Fields in Trust September 2018
- (c) Campaign to Protect Rural England – Campaign Update – Litter Pick
- (d) Campaign to Protect Rural England – Field Work
- (e) Countryside Voice Summer 2018

CIRCULATED, READ and NOTED

CLOSURE

The meeting closed at 8.30pm.

Chairman
1st October 2018