

## **BEARSTED PARISH COUNCIL**

Minutes of the Environment Committee meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise, Bearsted on Tuesday 22<sup>nd</sup> May, 2018 at 7:30pm

Present: Cllr Geoff Bennett (Chair)  
Cllr Jon Hughes (Vice Chair)  
Cllr Richard Ash  
Cllr Fabienne Hughes  
Cllr Jon Hughes  
Cllr Pat Marshall MBE

Also in attendance was the Clerk, Sarah Lewis, and one member of the public.

### **Reports from members of the public**

A member of the public spoke regarding land to the rear of a property in Upper Chimes, Bell Lane with concerns regarding the cultivation of the land belonging to the Parish Council and CCTV cameras in operation. The Parish Council are aware that and have previously given permission to the resident for the tending of the area, however will inspect the site again and make recommendations should they feel it necessary and will report back to the member of the public afterwards. The member of the public left the meeting following this discussion.

#### **1. Declarations of intention to record**

There were no such declarations.

#### **2. Apologies and absence**

Apologies were received and accepted from Cllr Suzanne Camp.

#### **3. Declaration of Interests, Dispensations, Predetermination or Lobbying**

Declarations of Interests were received from Cllr Pat Marshall as a trustee of the Bearsted & Thurnham Fayre Committee, from Cllrs Jon and Fabienne Hughes as allotment plot holders, and from Cllr Michael Bollom who is known to the contractor for item 13b. These declarations have been entered onto the register.

#### **4. Minutes of last meeting**

The minutes of the Environment Committee meeting on Tuesday 17<sup>th</sup> April 2018 were agreed as a true record and were duly signed.

#### **5. Matters arising from the last minutes and action points.**

An update was given regarding the moving of the comingle bin situated in Sutton Street to replace the concrete bin at Cross Keys opposite Mallings Drive. The Clerk reported that some action points from the previous meeting have not been met due to the internal audit at the office.

#### **6. Expenditure against Budget report.**

This had been circulated prior to the meeting and was noted.

**7. Church Landway/Church Car Park**

- a) Correspondence: There was no such correspondence.
- b) Church Landway lighting update: A circuit fault has been identified and isolated and a quote received from Aylesford Electrical to investigate has been received for £ £732. The Clerk will enquire whether this price includes resolution and making good.

**ACTION: CLERK**

- c) White gate renovation/replacement quotes: this item was deferred awaiting further quotes.
- d) Installation of CCTV cameras for Madginford Hall car park and the Church Landway car park: this item was deferred awaiting further quotes.
- e) Plastic Collars for lamp posts: this item was deferred awaiting further quotes.

**8. Highways & Footpaths**

- a) Correspondence:
  - Diversion on Roseacre Lane: Correspondence had been received regarding the recent diversion and the unsuitability for Roseacre to cope with diverted traffic. The admin team will write to KCC asking them to use a more suitable diversion route in future.

**ACTION: ADMIN**

- Parking throughout Ware St/Green/The Street: Correspondence had been received from a resident of Bearsted and a resident of Thurnham regarding the issue of parking on Ware Street. The Clerk will respond that the matter is in hand.

**ACTION: CLERK**

- b) Parking and speeding issues at Ware Street: Councillors have met with KCC Enforcement who have surveyed the area between Sandy Mount and Chapel Lane with a view to installing resident parking bays interspersed with yellow lines. Bearsted Parish Council are awaiting the results of the survey and implicated costs.
  - c) To identify footpaths requiring maintenance by Community Payback Service: The footpath from the WI Hall to Trapfield Close was added to the list, as was the steps from Mallings Drive to Council Cottages. Cllr Bennett will keep the committee informed of what tasks are being undertaken each week.
  - d) Works for handyman:  
Maintenance and painting of the steps at Hillbrow, Sandy Mount and Cross Keys. The Clerk advised the Committee that our current handyman is not able to do certain tasks and it would better to have another contact in addition to the current one.
- ACTION: CLERK**
- e) Update on structural testing of columns for Xmas lighting and associated quote: this matter is ongoing and was deferred pending further advice from KCC.
  - f) Parish Church Boundary Stone: the stone is being stored by the church but needs returning to near its original location in Water Lane.
- ACTION: CLERK**
- g) Flytipping at the footpath to the rear of Merton Road: there has been no further information regarding this report.
  - h) Ownership of the bench outside Paydens Pharmacy: the bench is likely to have been part of the former bus stop arrangement. The admin team will invite quotes for the cleaning and repair of the bench.

**ACTION: ADMIN**

**9. Bearsted Green**

a) Correspondence:

- A request had been received to attach a memorial plaque to the Red Oak on the Green. Following a discussion it was unanimously agreed to decline the request as this would set a precedent for other such requests and some of the trees have been donated. It may be possible to place plaques on unnamed benches on the Green in the future. It was highlighted that 2 plaques which had been removed from 2 benches should be replaced following maintenance.
- A complaint had been received regarding the Circus and the lighting and noise. The admin team will advise the Circus of the comments and issues should they return.
- A school gathering had left a lot of litter on the Green which had to be cleared by councillors and local residents. The admin team will write to the School in question and a request will be placed in the Downs Mail for members of the public to deposit litter and rubbish in the bins or to take it home following their visit. With a bank holiday weekend approaching, it was unanimously agreed to hire a large 'hopper' bin from MBC at a cost of £80 to be placed on the Green for the duration of the weekend 26-28<sup>th</sup> May.

**ACTION: CLERK**

b) Update for double kerb installation to the west of the Green: this matter is ongoing.

c) Tree works to tree by the cricket pavilion/the Oak on The Green: this matter is ongoing.

d) Future charges for the use of the Green: Suggested figures had been circulated prior to the meeting. The admin team will enquire with other Parish Clerks regarding appropriate charges and will report back to Full Council.

**ACTION: CLERK**

e) Quotation for testing of the electric box on the Green: A quotation had been received from Aylesford Electrical for the sum of £390 plus VAT. The quote was accepted by unanimous vote.

f) Street Trader Consent.

Cllr Bollom gave the Committee an update following a meeting with Maidstone Borough Council regarding licenses. Options were discussed for the upcoming Fayre and it was suggested that the Committee fence between stalls and charge a fee for programmes on entry. As the Scouts stall is outside of the cordoned area, they will need to apply for a £30 licence which can be used at both this event and their stall at the Classic Cars on the Green event. Cllr Bollom is in communication with the Borough Councillors to reach a resolution.

The Market on the Green for the forthcoming weekend was discussed and it was unanimously agreed to cancel the event due to the small number of stalls booked and the current licence issues. The Clerk will advise stall holders and the public via the website and social media platforms.

**ACTION: ADMIN**

**10. Open Spaces**

a) Correspondence:

- Tree works to the area of Meadow Bank adjacent to the rear of 4 Upper Chimes: A request for tree works to 2 trees to the rear of a resident's property to allow light to the property was received. Councillors will visit the site and advise the Clerk
- Request for storage container on the Elizabeth Harvie field had been received from Roseacre Raiders Football Club. Following a discussion, the item was deferred to the next Full Council meeting to allow time for further investigation. Cllr Jon Hughes will follow this up. The Clerk will inform the football club.

**ACTION: CLLR J HUGHES**

- b) Community Pay Back Scheme: Cllr Bennett gave a report to the committee and Councillors were encouraged to visit the group on Sundays to see the works.
- c) Bell Lane/Meadow Bank quotes for pathway and fencing: this item was deferred awaiting further quotes.
- d) Update for hand rail at Hillbrow steps and the post box at Merton Road: this item is ongoing.
- e) Installation of CCTV camera at Madginford Hall car park: this item had been discussed at item 7d.
- f) Request from Valley Conservation regarding Tesco token promotion. The request to promote the initiative in favour of the Valley Conservation was declined as this was not an area in close proximity to the parish.
- g) Costs for white paint for step maintenance: Cllr Bollom has sourced anti slip floor paint at a cost of £10.98.
- h) Costs for renovation of the steps at Hillbrow, Sandy Mount and Cross Keys: the Clerk will ask the handyman for a price.
- i) Madginford Christmas Tree: A budget of £600 was proposed as a recommendation for Full Council which will cover the costs of the tree and associated lighting/timer. This was agreed by a unanimous vote. The admin team will contact KCC regarding the power wattage increase on the lamp post supplying the electricity.

**ACTION: ADMIN**

**11. Allotments**

- a) Update on recent water leak: the leak has been resolved and the allotment holders have been advised that the ground that was disturbed during the repair will settle.
- b) Review of allotment rentals for next year: A proposal to increase the allotment rents at both sites by £5 per half plot was agreed with a vote of 4 in favour and 2 abstentions.
- c) Addendum to Tenancy Agreement to include a bonfire code and the relevant GDPR agreements: These documents had been circulated prior to the meeting and it was agreed to approve them with a vote of 4 in favour and 2 abstentions.

**12. Bearsted in Bloom**

An update was received from Cllr Bollom who confirmed that the sponsor for this event is Notcutts Garden Centre and that prizes will be in the form of vouchers to the values of £75 for the winners and £50 for runners up in each category. The Clerk has had communication from Madginford Library who hold a locked cabinet with trophies belonging to the parish council. The Clerk will organise the relocation of the cabinet and contents to the office and inspect the

trophies for possible use with the Bearsted in Bloom event. Application forms will be available from June and the judging will be held in July/August.

**13. Noticeboards and Street Furniture.**

- a) General maintenance issues around the village:
  - Bench of Hog Hill
  - A quotation had been received for the annual grounds maintenance for the Parish from Warings. The quote has increased by 3% from last year. The Committee agreed by unanimous vote to recommend approval at the next Full Council meeting.
- b) Quotation for repair of notice boards: A quotation had been received from LRH Property Maintenance for the repair and refresh of the parish council noticeboards for £954. The Clerk will defer to Full Council and attempt to obtain alternative quotations.
- c) Quotation for refreshing the letter writing on the notice boards: this cost was included in the above.

**14. Essential Play Area Maintenance**

The admin team will ascertain what work is scheduled and what is complete and defer to the next Full Council meeting. The Clerk reported to the Committee that following the recent audit, it has been recommended that a visual weekly inspection be completed on both play areas to demonstrate due diligence on behalf of the Council in respect of litigation and risk assessment requirements. This will be carried out by the admin team in addition to the play equipment monthly checks by MBC.

**ACTION: ADMIN**

**15. War Memorial repair quotations**

5 specialist stone masons were approached for quotes, 2 were received. It was agreed by a vote of 5 in favour and 1 abstention to recommend ratification at the next Full Council meeting for the work to proceed with Traditional Stone at a cost of £6,134.88.

**16. Future Agenda items**

All ongoing items.

**17. Downs Mail**

It was agreed to highlight the continuing issues with litter on the Green and to promote the Bearsted in Bloom event.

**18. Next Meeting**

The next meeting of the Environment Committee will be held on 26<sup>th</sup> June 2018.

**There being no further business to transact, the meeting ended at 9:54pm**

**Signed..... Date.....**