



AYLESHAM PARISH COUNCIL
Minutes of Meeting

Minutes of AYLESHAM PARISH COUNCIL **Recreational & Facilities Committee** meeting held at
Aylesham House on Thursday 5th August 2021 at 18:30pm
SUBJECT TO CONFIRMATION AT THE NEXT MEETING

1. Those present

K. Sutcliffe (Committee Chair) J. Pout, B. Oliver, Parish Clerk K.Robinson, Acting Assistant Clerk N.Purcell (via Zoom)

2. Apologies

- S.MacCallum- work
- M.Townsend- annual leave

3. Declaration of interests

- K.Sutcliffe- Aylesham Heritage Centre (associated person)
- J.Pout- Elvington, Aylesham, Shepherdswell & Eythorne Labour Group

4. Public Representation (notified to clerk in advance of the meeting)

None

5. Minutes of the previous meeting and matters arising

Resolved: It was proposed by J.Pout and seconded by B.Oliver that the minutes from the previous meeting held on the 15th June 2021 are a true and accurate record.

Outcome: All in favour, motion carried.

Matters Arising: Concerns raised over the new bollards installed on the corner of Dorman Avenue South and Market Place, will they impact the new bike rack that is planned to be installed there.

6. Market Square

i. Trees

The most recently planted trees have plastic mesh around them to protect them while they grow. This could now possibly be removed, the Fifth Trust are going to assess this when they are on site.

Parish Clerk noted to the Committee that the larger trees on the South side (Premier, butchers etc) have completely restricted the CCTV camera view and therefore require maintenance. Clerks are seeking quotes for the works and the matter may require an extraordinary meeting to ensure the works are completed as a matter of urgency.

ii. Railings

No update received from Fineview Landscapes Ltd.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that the Committee take up to date photographs of the areas of concern on the railings and the Clerks email Fineview copying in all Directors at Fineview Landscapes Ltd requesting an update.

Outcome: All in favour, motion carried.

iii. Lighting Project

Proposed plans for the new lighting were shared with all to discuss. J.Pout mentioned that the Committee may need to re-think the location of the noticeboard.

Resolution: It was proposed by J.Pout and seconded by B.Oliver that the planning application by Manse Designs for the new lighting project be submitted to Dover District Council.

Outcome: All in favour, motion carried.

iv. Request from Elvington, Aylesham, Shepherdswell and Eythorne Labour group to use the Market Square every third Saturday of the month, starting 21st August.

Deferred to Full Council as there was no quorum to have a discussion.

v. Inspections (any matters arising)

The flowerbeds are overgrown with weeds at each entrance to the Market Square. The Fifth Trust are due imminently to tidy the areas as agreed at the June meeting. Parish Clerk to check if it is the appropriate time of year to plant seeds.

J.Pout raised concerns about the gaps in the hedge next to the new gates being used as an access.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that that the matter of blocking the gaps to each side of both access gates is added to the September agenda.

Outcome: All in favour, motion carried.

7. Skate Park

i. Annual inspection reports: Skate Ramp, Play Equipment, Outdoor Gym Equipment

The annual inspection reports and repair quotation were circulated prior to the meeting which identified any works that were recommended. The Committee discussed both.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that works totalling £2,906 are carried out. Refer to annual inspection date 15/07/2021 and quote number QT-14673 provided by Safeplay Playground Services Ltd on 22/07/2021.

A total of £731 will be need to be requested from Full Council to complete these works.

Outcome: All in favour, motion carried

ii. Fencing

The lease that has been offered to Aylesham Parish Council for the skate park and play area states that it should be fenced as per the planning permission that was granted. Parish Clerk shared the plans from the planning permission to all Councillors for discussion. It was noted that the basketball court falls outside of the leased area.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that the committee look at the documentation regarding the skate park and surrounding play area to establish where the Parish Council are not compliant, and establish what needs to happen to become compliant and what the associated costs will be.

Outcome: All in favour, motion carried.

8. Snowdown Recreational Field and Play Area

The annual inspection report and quotation were circulated prior to the meeting which identified any works that were recommended. The Committee discussed both.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that works totalling £1,901 are carried out. Refer to inspection date 21/07/2021 and quote number QT-14673 provided by Safeplay Playground Services Ltd on 22/07/2021.

A total of £1,901 will need to be requested from Full Council to complete the works.

9. Attlee Avenue (Cripps Close) Play Park

Inspections and any matters arising

Resolved: It was proposed by J.Pout and seconded by B.Oliver that B.Oliver conducts a visual inspection.

Outcome: All in favour, motion carried.

10. Aylesham House

i. Shed

The security bar and padlock ordered on 24th June 2021 from A1 Sheds has been lost in transit. Parish Clerk circulated an email chain from the company requesting updates on locating the package.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that the Council enact their rights under the Consumer Rights Act 2015 and request a new security bar and padlock be made and sent out.

Outcome: All in favour, motion carried.

ii. Kitchen (main)

This will need to be discussed at Full Council due to budget.

iii. Asbestos test

Booked in for 10/08/2021

iv. CCTV and Ring Doorbell project

The Ring Doorbell requires a £24.99 per year subscription in order to use features such as motion detect.

Parish Clerk has obtained one quote for CCTV cameras at Aylesham House from a local company.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that this is deferred to the September meeting pending further information.

Outcome: All in favour, motion carried.

v. Visual Inspection Report by Clerks carried out on 15/06/21

The visual inspection carried out on 15th June by the Clerks identified a number of issues with the building that need attention, however these are all pending the outcome of the asbestos report.

Resolved: It was proposed by B.Oliver and seconded by J.Pout that the outcome of the report are discussed at full council.

Outcome: All in favour, motion carried.

vi. Aylesham Heritage Centre

Deferred- K.Sutcliffe declared an interest as associated person, and therefore there was no quorum to have a discussion.

vii. Eric Buckle Memorial Tree

Resolved: It was proposed by J.Pout and seconded by B.Oliver that the Clerks seek quotes for a Japanese Maple Tree and think of dates to have the planting ceremony.

Outcome: All in favour, motion carried.

11.Noticeboards

Three noticeboard examples with details and quotes were circulated prior to the meeting as discussed at the June meeting. It was agreed that the example at the Baptist Church was not suitable. In June the Committee all agreed that out of the three option 2 from the Notice Board Company was the preferred option at a cost of £575+VAT plus £10 delivery. However, the prices have now increased to £863.08 plus VAT plus £10 delivery.

Resolved: It was proposed by J.Pout and seconded by B.Oliver that option 2 from the Notice Board Company is to be purchased subject to landowner permissions and installation costs. The agreed locations are:

- Entrance to The Coal Authority leased land (right hand side of gate).
- Next to the Pit Wheel in the Market Square
- Behind bench on the green in the new Central Park (development area).J. Pout to get a photo to send to the Clerks.

Outcome: All in favour, motion carried.

12.Bike Racks (update)

No update

13.Next Meeting and Items for the agenda

Date of next meeting: 6th September 2021.

Items to be added: Hedge gaps (Market Square).

14.AOB

None.

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Meeting closed at 21:00