



## **AYLESHAM PARISH COUNCIL**

Minutes of the **RECREATIONAL & FACILITIES COMMITTEE** meeting held on Tuesday 17th

October 2023 at Aylesham House

### **SUBJECT TO CONFIRMATION AT THE NEXT MEETING**

#### **1. Those Present**

Cllrs K. Sutcliffe (Committee Chair); L. Prescott; G. Armstrong; B. Oliver; D. Garrity.  
N. Purcell (Administration Officer)

#### **2. Apologies for Absence**

None.

#### **3. Councillor Information**

<b>Declaration of Interest</b>	-None
<b>Changes to Register of Interest</b>	-None
<b>Granting of Dispensation</b>	-None

#### **4. To confirm the minutes of previous meetings held on 19<sup>th</sup> September 2023**

**Resolved:** The minutes from the meeting held on the 19<sup>th</sup> September 2023 are a TRUE and ACCURATE record. Proposed by G. Armstrong and seconded by B. Oliver

**Outcome:** all in favour, motion carried

#### **5. To report any matters arising (from the previous minutes not covered elsewhere on the agenda.)**

None

**Meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the Parish of Aylesham present at the meeting.**

#### **6. Public representation (Notified to the clerk in advance of the meeting.)**

None

#### **7. Snowdown Recreation Ground**

##### **7.1 Projects**

##### **-Picnic Bench**

Committee was informed that there was a misunderstanding from Safeplay Playground Services Ltd regarding the type of bench required, and they had quoted for the wrong type of bench. The Clerks therefore sought a new quote for a picnic bench, made from recycled plastic, in the same style as those currently in situ in Market Square.

**Resolved:** To proceed with the following: Purchase 1x Clifton™ Picnic Table from Glasdon-UK at a cost of £660.51+VAT. Clerks to enquire with Amey PLC if they are able to conduct the works as one of their community projects. If not, to proceed with Installation by Chris Punyer Fencing Services at a cost of £806.50, no VAT on invoice.

**Outcome:** all in favour, motion carried.

### **-Gym Equipment**

Administration officer has priced up for three potential items. If council proceed with this, and apply for a grant as previously proposed, (and pending permissions from the Coal Board) it would need to be included in the draft budget for 2024/25 in the event of needing to match fund. This will be discussed further under item 12.

## **7.2 S106 Expenditure**

Following the previous meeting, the Administration Officer had explored play equipment options and prices for the s106 money to be spent on. The Administration Officer then presented her findings and recommendations to the committee. To purchase the suggested item, (A trim Trail), the committee would need to contribute from their projects budget in addition to the s106 money, however with all of the planned projects they would then be over budget. The committee agreed that new equipment would be a welcome addition to Snowdown Recreation Ground.

**Resolved:** To proceed in principle with the purchase and installation of a Trim trail, pending landowner permissions from the Coal Board, and to take the matter to full council for approval of the additional funding required. Proposed by D. Garrity and seconded by G. Armstrong.

**Outcome:** All in favour, motion carried.

## **8. Attlee Avenue Play Park**

### **8.1 Updates (if any) overgrowth**

None

## **9. Aylesham Skate Park**

### **9.1 Projects**

#### **-Bench replacement**

**Resolved:** To Proceed with the purchase of 2xClifton™ Picnic Tables from Glasdon-UK at a cost of £1321.02+VAT, plus Installation by Chris Punyer Fencing Services at a cost of £1413.00, no VAT on invoice. Proposed by L. Prescott and seconded by G. Armstrong.

**Outcome:** All in favour, motion carried

## **10. Market Square**

### **10.1 Projects – no current projects**

## 10.2 Quotes- Christmas tree area fence

At the request of the committee at the previous meeting, the Administration Officer sought quotes for alternative material for the fencing.

The following quote was presented: For taking down the old fencing, taking to skip, installing new metal bow top fencing with 1x double matching maintenance gates to open out: £4,194.46 (No Vat Listed on invoice)

**Resolved:** To proceed with the original quote from Chris Punyer Fencing Services, for taking off old fencing pales, fixing loose rails fixing new pales, making gate to match: £705.83 (No VAT listed on Invoice.) Proposed by G. Armstrong seconded by D. Garrity.

**Outcome:** All in favour, motion carried.

## 10.4 Hedge Gaps

The committee met on site to discuss, photograph, and measure the gaps in the hedge at Market Square. The Administration Officer advised that to move any gates or railings would require planning permission.

**Resolved:** For Envisage Groundworks Ltd to supply and plant mixed species native hedging 90/120cm tall 2 year old plants, and to install post and wire fencing to stop trampling at a cost of £375 plus VAT. Proposed by G. Armstrong and seconded by B. Oliver.

**Outcome:** all in favour, motion carried,

## 10.5 Any Updates

The broken railing on the north side of market Square (near to Dorman Avenue North/Post Office) has now been replaced, and the flowerbed sleepers have been repaired and reinforced all the way around to prevent further damage.

## 11. Garden Competition 2024-

Following the resolution made the at September meeting, the Administration Officer priced up 6 x trophies and 12x rosettes, totalling £90.00plus VAT. It was recommended to council to consider a further £170 for advertising (banners posters etc) and other expenses that may occur. This was discussed further under item 12.

## 12. Draft Recreational & Facilities Committee Projects Budget 2024/25

The Committee discussed the projects budget for 2024/25. They noted the following projects they wish to allow for:

Garden competition:	£260.00
Match Funding for Gym Equipment at Snowdown	£2,400.00
Village Signposts x 2:	£2,200.00
Heritage information board:	£2,198.00
Metal Christmas tree Fence:	£4,195.00

Christmas Tree area ground works: £3,000.00

**Resolved:** To submit the draft 'Recreational & Facilities Projects Budget for 2024/2025' figure to the Finance, Audit & Personnel Committee for £14,253.00. Proposed by G. Armstrong, seconded by B. Oliver.

**Outcome:** All in favour, motion carried.

**13. Draft Parks Repairs and Maintenance Budget 2024/25**

**Resolved:** To submit the draft 'Parks Repairs and Maintenance Budget for 2024/2025' figure to the Finance, Audit & Personnel Committee for £10,000.00. Proposed by B. Oliver, seconded by D. Garrity.

**Outcome:** All in favour, motion carried.

**14. Next meeting date**

Tuesday 21<sup>st</sup> November 2023.

**Meeting Closed 20:16pm**

**Minutes Approved at November 2023 recreation & Facilities Committee Meeting**

**Signed (Chair): .....**

**Date: .....**