



## **AYLESHAM PARISH COUNCIL**

Minutes of the **RECREATIONAL & FACILITIES COMMITTEE** meeting held on  
Tuesday 19<sup>th</sup> September 2023 at 19.00pm at Aylesham House

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

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

Cllrs K. Sutcliffe (Committee Chair); B. Oliver; G. Armstrong; L. Prescott. Acting Assistant Clerk N. Purcell.

Two members of the public were present.

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

Cllr D. Garrity - personal reasons.

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

**Declaration of Interest** - None

**Changes to Register of Interest**- None

**Granting of Dispensation**- None.

#### **4. To confirm the minutes of previous meetings held in June and August 2023** **June 2023**

**Resolved:** It was proposed by L. Prescott and seconded by G. Armstrong that the minutes of the meeting held on 26<sup>th</sup> June 2023 are a true and accurate record.

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

No Committee meeting was held in July.

#### **August 2023**

**Resolved:** It was proposed by D. Garrity and seconded by B. Oliver that the minutes of the meeting held on 15<sup>th</sup> August 2023 are a true and accurate record.

**Outcome:** 3 votes in favour, 1 against- motion carried.

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

None.

***19:05 - 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**

See Appendix A.

***19:12 Meeting Resumed***

**7. Snowdown Recreation Ground**

**7.1 Projects**

**Picnic Bench**

Three quotes received from Safeplay Playground Services Ltd:

- 1) Supply and install standard metal bench - £823.90 +VAT
- 2) Supply and install standard timber bench - £720.50 +VAT
- 3) Supply and install standard recycled plastic bench - £823.90 +VAT

**Resolved:** It was proposed by B. Oliver and seconded by G. Armstrong to proceed with option 3) Supply and install standard metal bench - £823.90 +VAT with Safeplay Playground Services Ltd.

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

**Gym Equipment**

Acting Assistant Clerk advised that the s106 expenditure cannot be spent on gym equipment, but it would be possible to look at grants for this equipment.

**Resolved:** It was proposed by B. Oliver and seconded by G. Armstrong that the Clerks investigate options for grants that the Parish Council could apply for outdoor gym equipment, and price up the project, with the 2024/25 budget preparation imminent.

**Outcome:** 3 votes in favour, 1 against: motion carried

**7.2 S106 expenditure**

Acting Assistant Clerk advised that the money must be spent this financial year, and must be spent on play equipment only, at Snowdown recreation ground. Committee unsure exactly what to spend it on, Acting Assistant Clerk to obtain prices for potential items.

**8. Attlee Avenue**

**8.1 Updates (if any)**

None.

## 9. Aylesham Skate Park

### 9.1 Projects

#### Skate Ramp material

At the request of the Committee the Acting Assistant Clerk contacted Fearless Ramps via Safeplay Playground Services Ltd, regarding the possibility of updating the surface material to metal. The following response was received and read to the Committee:

*"The current skate park surface is not actually wood, it's Skatelite Pro, which is the best riding surface available on the market, and the industry favourite worldwide. The life span of a sheet of Skatelite Pro is like that of a 3mm metal sheet, so changing the riding surface is not advised, as it offers no additional longevity benefit. Also, due to the differences in the thickness of Skatelite (6mm) and metal sheets (3mm), the under-surface sheets would also need to be changed to accommodate the difference, resulting in the cost of replacing the surfaces being very expensive (and for no additional benefit)."*

#### Barrier enquiry

At the request of the Committee the Clerks contacted Fearless Ramps via Safeplay Playground Services Ltd, regarding the compliance note on the annual inspections for the barriers on the top of the skate ramp, and received the following response which was read to the Committee:

*"The EN14974 compliance standard changed in recent years to include an angled corner on the front facing edge of railings. The finding has a low-risk rating, it is totally up to the client if they wish to leave this in place, or have the work done to rectify it.*

*The barriers do not need to be replaced, just adapted to have the front facing corners angled, we can complete this for £696 + VAT should the client wish to have the finding removed."*

**Outcome:** Noted by Committee.

**Resolved:** It was proposed by L. Prescott and seconded by B. Oliver that the Clerks seek quotes to have the slats on the benches at the skate park replaced with recycled plastic.

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

## 10. Market Square

### 10.1 Projects

#### Christmas Tree

The Committee resolved at their August meeting for the Clerks to seek quotes for the possibility of the installation of a live Christmas tree. The Acting Assistant Clerk explained that because the Parish Council are in an agreement to completely oversee the annual Christmas tree for the next two years', it would not be beneficial to seek quotes at this stage. If the Committee wishes to explore purchase, maintenance costs and permissions (landowner/planning) the Committee should do this from April 2024, for Full Council to consider and if approved, included in the Draft Budget for 2024/2025.

### **10.2 Repair Quotes- Fence around the Christmas Tree area.**

Christopher Punyer Fencing Services provided a quote to replace the panels and install an access gate with hinges: £705.83 – no VAT on invoice.

**Resolved:** It was proposed by G. Armstrong and seconded by B. Oliver to seek quotes for a recycled plastic fence.

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

### **10.3 Repair Quotes- Sleeper flowerbeds**

Christopher Punyer Fencing Services provided a quote for repair of flowerbed sleepers at Market Square: £260.00 – no VAT on invoice.

**Resolved:** It was proposed by B. Oliver and seconded by G. Armstrong to proceed with the repair.

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

### **10.4 Any Updates**

Railing repair due to take place imminently.

*The Committee Chair moved agenda item 13 up the agenda.*

## **13. Access gates - Market Square**

K. Sutcliffe expressed concern that multiple gaps in the hedgerow and next to the gates in the Market Square are a potential safety concern. The Committee would like to explore option for filling the gaps.

The Committee plan to meet at 10:30am on 20/09/23 to measure gaps and take photographs.

**Resolved:** It was proposed by G. Armstrong and seconded by B. Oliver that the Clerks obtain quotes to fill the hedge gaps following receipt of photographs and measurements from the Committee.

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

## **11. Land Hire Applications for Market Square:**

### **11.1 Aylesham4 Aylesham Christmas Lights**

Aylesham4Aylesham have submitted a completed Land Hire Agreement application together with all required documentation.

The application is for Christmas lights to be put around the hedgerow of Market Square from 27/11/2023- 12/01/2024, which also requests the use of electricity.

**Resolved:** It was proposed by B. Oliver and seconded by G. Armstrong to approve the Land Hire Agreement as detailed above, to include the use of electricity supply.

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

### **11.2 Aylesham4Aylesham Tree and Christmas Lights Switch-On Event**

Aylesham4Aylesham have submitted a Land Hire Agreement application with all the required documentation and deposit for a Christmas Lights and Tree switch on event on 2<sup>nd</sup> December 2023.

**Resolved:** It was proposed by G. Armstrong and seconded by B. Oliver that the Land Hire Agreement application be approved as detailed above.

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

### **11.3 Aylesham4Aylesham Christmas Carol Event**

Aylesham4Aylesham have submitted a Land Hire Agreement application; with all the required documentation and deposit for a Christmas Carol Event on 23<sup>rd</sup> December 2023.

**Resolved:** It was proposed by B. Oliver and seconded by L. Prescott to approve the Land Hire Agreement application as detailed above.

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

## **12. Garden Competition 2024**

The committee wish to hold a Garden Competition in July 2024; they would like to have 6 categories:

- Best Large Rear Garden
- Best Small Rear Garden
- Best Front Garden
- Best Young Gardener
- Best Patio
- Best Vegetable Garden.

**Resolved:** It was proposed by G. Armstrong and seconded by B. Oliver for the Clerks to price up trophies for winners and runners up for the six categories and bring these back to the October meeting.

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

**Resolved:** It was proposed by L. Prescott and seconded by G. Armstrong for the Clerks to obtain prices for rosettes for the 6 categories.

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

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

Acting Assistant Clerk advised the Committee to consider their budget requests ready for finalising at their October meeting.

## **15. Draft Parks Repairs and Maintenance Budget 2024/25**

Acting Assistant Clerk advised Committee to consider their budget requests ready for finalising at their October meeting.

**16. Next meeting date**

Tuesday 17<sup>th</sup> October 2023.

- ***Meeting Closed 20:26pm-***

*It has been agreed by the committee that these minutes are a true and accurate record.*

*Signed.....*

*Date.....*

## **Appendix A**

### **Aylesham & Rural Community Heart (ARCH)**

- Representatives from Aylesham & Rural Community Heart (ARCH) attended to introduce the group and its upcoming projects.
- The groups aim is for Aylesham to be a safer place, with the expansion of the defibrillator scheme and goal to get an air ambulance helipad at Aylesham Primary School.
- The group aim to set up an ambulance standby station at the old Police station building and are raising funds to refurbish the base for the SECAMB staff working there. The group feel this is needed as the villages last first responder steps down in January 2024.
- There will be many community events to maintain ARCH, such as fundraisers and community first aid training.
- There will be a 'best decorated house' competition for Halloween.
- ARCH will be overseeing the Santa sleigh around the villages at Christmas and intend on holding a Christmas grotto out of the pet shop.