



AYLESHAM PARISH COUNCIL

Minutes of Meeting

Minutes of AYLESHAM PARISH COUNCIL **Recreational & Facilities committee** meeting held
via zoom on Thursday 4th March 2021 at 13:00pm

SUBJECT TO CONFIRMATION AT THE NEXT MEETING

1. Those present

K. Sutcliffe (committee chair) J. Pout, B. Oliver, J. Pout, M. Townsend S. Maccallum

2. Apologies

none

3. Declaration of interests

Kay Sutcliffe- Heritage Trust

4. Minutes of the previous meeting and matters arising

4.1 The minutes from the previous meeting can not be approved as none of the current committee were present at the last meeting.

4.2 Bollards installation request along Dorman Avenue North due to problem parking-

Resolved: M. Townsend proposed that as this is an on-going issue with Aylesham as a whole, that it is rolled into another meeting with DDC, Parking Enforcement team, and the social housing team and addressed under the same remit as other issues. B. Oliver seconded.

Outcome: 4 in favour 1 abstain, motion carried.

4.3 On previous minutes under item 5.10: Spinney Woods: update is that things are in motions regarding the maintenance of the woods.

4.4 On previous minutes under point 6.1, it was minuted that that Market square railings "looks lovely and that it will protect the corners of Market Square well." However, some significant defaults have been identified and this is being followed up with Fineview who have agreed to make good.

4.5 On the previous minutes under point 6.3 the question arose as to whether the Parish Council were supplying the gate on market Square. Update: Yes, quotes being sought.

5. Market square update

i. Railings

Fineview have informed the council that they have made good the parts of the railing that were of concern. From looking at photographs supplied by Cllrs, there are still some issues. N. Purcell to meet S. MacCallum on site to further inspect and identify next steps.

ii. Benches

Ovenden have started on the bench bases. Tree branches are encroaching the bench space. M. Townsend to remove any excess branches.

iii. Access gate

Quote for new access gate **£199.07** + **£214.27** replacement of the original gate **£350** for labour.

Resolve: m. Townsend proposed to purchase a new gate at **£199.07**, B. Oliver seconded.

Outcome: all in favour, motion carried.

Resolve: M. Townsend proposed to purchase replacement 2nd gate. B. Oliver seconded.

Outcome: All in favour, motion carried.

Resolve: B. Oliver proposed to accept the quotation and proceed with the labour costs to replace the existing gate. S. MacCallum seconded.

Outcome: All in favour, motion carried.

iv. Memorials

Annual clean of the war memorials due at the cost of **£90**.

Resolved: B. Oliver proposed to proceed with the annual clean. S. MacCallum seconded.

Outcome: All in favour, motion carried

The Fifth Trust normally maintain the flowerbed around the area at a cost of approximately **£75** but they are currently closed due to the pandemic. On 11th June there was a vote for 5th trust to install 8 flowerboxes at a cost of **£1256.00**. Clerks to look into this as was 6 months ago. The committee agreed to go give the area a tidy themselves for now and look into options Flower beds on entrances. Committee to meet **sat 20th march 8am**.

Flag pole: The next flag scheduled to go up is the St Patrick's day Flag. Operation London bridge emails have been received and with this in mind it may be advisable to have a second key holder.

Resolved: J. Pout proposed B. Oliver become the second key holder. S. MacCallum seconded.

Outcome: All in favour, motion carried.

v. Inspections

With all the work that has gone into the Market square, the Clerk advised it would be beneficial to have an inspection sheet and create an inspection rota.

Resolved: J. Pout propose K. Sutcliffe and B. Oliver are responsible for the inspection of market square. S. MacCallum seconded.

Outcome: All in favour, motion carried.

vi. Hedge

The Committee raised concerns over the number of gaps in hedge. People are walking through the gaps; however, they are not official pathways. B. Oliver and K. Sutcliffe to take photos of parts that need addressing immediately. Suggestion made that a temporary fence could go in those areas to allow for replanting then it can be removed. To be put forward for further discussion at the next meeting.

6. Play and recreational grounds

i. Skate park/outdoor gym

With government restrictions beginning to ease, it is likely that the skate park will be allowed to re-open in the near future. In preparation for this it is to be subject to weekly inspections J. Pout volunteered. It was noted that there is an amount of broken glass that needs clearing before the skate park can open.

Resolve: J. Pout proposed to allow skate park to open as soon as the government guidance allows, following an inspection and clean up. S. MacCallum seconded.

Outcome: All in favour, motion carried.

Electoral box, damaged noted to the latches on the box. M. Townsend is going to change it to a lockable latch.

A Sink hole has appeared between one of the trees and gym equipment. Approx. 2mx1m. B. Oliver to send in photograph so Clerks can report to DDC.

ii. Snowdown

Also needs to be subject to inspections. It was Agreed that Cllrs Townsend, Pout and MacCallum would share this responsibility and inspect monthly.

iii. Cripps close

Still awaiting a handover of this area. In anticipation of it opening soon it will need to be subject to inspections upon opening. B. Oliver volunteered to manage the inspections of this area. Some fly tipping noted in the area, M. Townsend to send an app to Cllrs making the reporting of fly tipping easier.

7. Aylesham House

i. Eric Buckle memorial tree

Site meeting arranged to discuss and agree location of the tree. Scheduled for **Tuesday 9th March at 1400.**

ii. Kitchen

Kitchen had not been ordered due to the pandemic. Delivery date to be arranged. Installation costs of £400. Kitchen to be fitted before Aylesham House re-opens.

iii. Steven Bicker memorial table

Arrange for a site meeting to look at location. Scheduled for **Tuesday 9th March at 14:00.**

iv. Shed

To be installed **on 29th March** for installation. Location to be agreed on site visit on **Tuesday 9th March at 14:00.**

v. Fire extinguisher service

This is due at a cost of **£76** annually.

Resolved: B. Oliver proposed to carry out the above inspection. M. Townsend seconded.

Outcome: All in favour, motion carried.

J. Pout noted he is certified to carry out a fire safety inspection of Aylesham house.

Resolved: S. MacCallum proposed J. Pout to provide a free fire safety check, B. Oliver seconded.

Outcome: All in favour, motion carried.

vii. PAT testing

Deferred until next month. M. Townsend noted he is qualified to conduct a PAT test on Aylesham house.

Resolved: J. Pout proposed M. Townsend conduct a free PAT test for Aylesham House. Billy seconded.

Outcome: All in favour, motion carried.

vi. Fire Warden training

K. Razzell to look into this and bring back at next meeting.

Noticeboard.

- viii.** The PC used to have a noticeboard on the perimeter fence of Aylesham house. K. Sutcliffe identified that the Noticeboards at the co-op are not practical for access. Could a new one be placed at Aylesham House and the signage restored? It was noted that a noticeboard would be a welcome addition to Market Square and on the new development just outside the play area.

Resolved: S. MacCallum propose that the Clerks look into permissions needed for noticeboards at Market Square/ The new development. M. Townsend seconded.

Outcome: All in favour motion carried.

- ix. Resolved:** J. Pout proposed that the committee request an additional **£731.03** budget at the next full council meeting to cover upcoming expenses. B. Oliver seconded

Outcome: all in favour, motion carried

8. Next meeting and items for the agenda

Date for next meeting: **Thursday 1st April. 19:00pm via zoom.**

Items to be added:

- Information signposts for facilities.
- Wooden crosses for Memorial Day

10.AOB

None

Meeting closed 21:27