

Meopham Parish Council

All correspondence to:
The Windmill, Meopham Green, Meopham, Kent DA13 0QA
Telephone: 01474 813779
Clerk: Mrs S Eggesden E-Mail: clerk@meopham.org
www.meopham.org



To all members of the Environment & Amenities Committee

You are hereby summoned to attend the **Environment & Amenities Committee Meeting on Tuesday 28th January 2020 at 7:30 pm in the Windmill, Meopham Green.** Papers have been circulated for all items shown by (*).

Yours faithfully

Sarah Eggesden

Sarah Eggesden
Parish Clerk
Date of Issue: 22nd January 2020

A G E N D A

- 1 **To receive apologies for absence**
- 2 **Declarations of Members' Interests:** - To receive declarations of pecuniary and non-pecuniary interests
- 3 **To approve minutes of previous meeting (12.11.19) (*)**
- 4 **To consider matters arising from the above Minutes**
- 5 **Rights of Way, including Footpaths Groups**
 - 5.1 Update from Meopham & Districts Footpath Group
- 6 **Village Greens/Harvel Pond**
 - 6.1 Update on the pond (Pond Warden)
 - 6.2 To consider request from a resident to place a memorial bench on Meopham Green (*)
 - 6.3 **Trees**
 - 6.3.1 Following advice from Arboricultural Officer, to agree to survey the trees next to the allotments
 - 6.4 **Posts**
 - 6.4.1 Meopham Green – to note the post work required here and to approve the Service Contractor to carry out the work over the next few months and to agree a budget for the work (*)
 - 6.4.2 To note installation of new posts on Meopham Green and that GBC are not strimming the area but the Cricket Club have agreed to strim here
 - 6.4.3 Hook Green – To note that post and board work required. (Quotes to be considered in closed session)

- 7 Allotments**
- 7.1** To agree to recommend to Administration & Resources Committee that we write off £144.00 cheque for allotment grass cutting that was never cashed
- 7.2** Allotment site security:- to consider any suggestions received from the Allotment Association
- 8 Bus Shelters**
- 8.1** To consider and approve, if appropriate, the installation of a bench seat in the shelter adjacent to Meopham Primary School (quotes to be considered in closed session)
- 9 Recreation Ground and Playground Equipment**
- 9.1** To note GBC's annual playground report and consider any works to be carried out and budget for the work (*)
- 10 Litter Pick**
- 10.1** Update on litter pick 18th January 2020
- 10.2** To note the clause in Meopham PC insurance policy concerning volunteers over 75 years and this information has been added to the form for volunteers to sign
- 11 Toilets**
- 11.1** To note that there were already flush sensors in the men's toilets, installed by Dart Valley Systems and to agree to carry out an annual service of the sensors by DVS in future
- 11.2** To consider and approve, if appropriate, for the cleaning contractor to carry out an annual deep clean
- 11.3** To note the area of damp/moss on one outside corner of the toilet building, probably due to blocked guttering, and to approve an amount to carry out work here to rectify the issue. (*)
- 12 Noticeboards**
- 12.1** Culverstone Noticeboard: - to note that the notice board has fallen over in recent strong winds as the posts are rotten. To consider a replacement type of notice board at this location and to delegate an amount to the clerk for this
- 12.2** Neville Parade noticeboard: - to consider the options here for a new noticeboard
- 12.3** To consider small noticeboards (A3 size) for the bylaws on all the village greens
- 13 Financial Matters**
- 13.1** To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations, 5.2 (*)
- 13.2** To note the Environment and Amenities Committee expenditure up to 27.01.20(*)
- 14 Correspondence**
- 14.1** To note correspondence received (*)

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

15 To consider and approve the following quotations:

15.1 To consider the quotations submitted for fence work on Hook Green and approve, if appropriate, a contractor (*) (to follow)

15.2 To consider the quotations submitted for a new three year bus shelter cleaning contract to start from 01.05.20 and approve, if appropriate, a contractor. To then recommend that the Administration and Resources Committee review the contract (*) (to follow)

15.3 To consider the quotations submitted for name sign on Priestwood Green and approve, if appropriate, a contractor (*) (to follow)

15.4 To consider the quotations submitted for a bus shelter perch seat to be installed in the bus shelter opposite Meopham Primary School and approve, if appropriate, a contractor (*) (to follow)

16 **Edmund Green: -**

16.1 To receive an update on the potential claim

DISTRIBUTION

AGENDA AND PAPERS: -

Environment and Amenities Committee Members: - Cllrs D Bramer (Chairman), M Bramer, S Buchanan, S Gofton, P Luxford, M Mulheran, B Wade (Vice Chairman)

Agenda only: -

Meopham & Districts Footpaths Group: K. Dare and G. Willsher

Meopham & District Allotments Association: T. Seeley

Pond Warden: I. Carey

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Bodies Regulations 2014. A copy of the Council's procedure for the recording of meetings is available by request.
