



Meopham Parish Council

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

To all members of the Environment & Amenities Committee

You are hereby summoned to attend a virtual meeting via Zoom of the **Environment & Amenities Committee** on **Tuesday 26th January 2021** at **7:30 pm**. Papers have been circulated for all items shown by (*).

Yours faithfully

Sarah Egglesden

Sarah Egglesden
Parish Clerk

Date of Issue: 20th January 2021

Members of the Public and Press are welcome to join the Zoom Meeting. You will need to have access to Zoom. Please contact the Clerk by noon on the day of the meeting at clerk@meopham.org for the password for access to the meeting.

A G E N D A

- 1 To receive and accept apologies for absence**
- 2 To receive Declarations of Members' Interests**
- 3 To approve the minutes of previous meetings (10.11.20) & (21.12.20) (*)**
- 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 Pond
 - 6.1.1 Update on the pond (Pond Warden) (*) (to follow)
 - 6.2 Trees
 - 6.2.1 To consider and approve if appropriate to remove the Holly/Hawthorn tree from Edmund Green (cost to be discussed in closed session)
 - 6.2.2 To consider and approve a 10 year schedule of works for the Beech Trees on Edmund Green and how it will be funded (*)
 - 6.2.3 Tree work from the village green survey; to delegate to the Clerk to spend up to £400 on the work from the Village Greens Budget (*)
 - 6.3 Community Woodland - update
 - 6.4 Post work from the village green survey; to delegate to the Clerk to spend up to £500 on the work from the Village Greens budget (*)
 - 6.5 Fowlers Stone Green name sign – (cost to be discussed in closed session)
- 7 Allotments**
 - 7.1 Main gate security work - to report on extra cost of £75
 - 7.2 To note Allotment Chairman/Allotment Secretary vacancies in near future

- 8 Recreation Ground and Playground Equipment**
- 8.1 To note GBC's annual playground report is delayed due to Covid-19 to approximately the end of February 2021
 - 8.2 To approve the replacement climbing net, in addition to the flat swing seat (costs to considered in closed session)
 - 8.3 Wetpour – To consider quotations received for resurfacing of the safety surface and to approve funding the work from the sinking fund (to be considered in closed session)
 - 8.4 To approve membership to Kent County Playing Fields Association at a cost of £20 pa - www.kentpfa.org.uk/
 - 8.5 To agree to seek quotations for the trim trail equipment and to delegate to the Clerk, in consultation with the Chairman and Vice Chairman, to apply for any relevant grants available
 - 8.6 Signs for the recreation Ground – to delegate to Clerk to spend up to £100 for securing the signs at the two agreed locations
- 9 Judson's Pavilion**
- 9.1 to note agreement to the closure of the Judson's Pavilion Committee and hand over to the Environment and Amenities Committee to deal with future maintenance issues regarding the pavilion
 - 9.2 Update on work already agreed for: noticeboard, car park resurfacing, signage at the main road and extra litter bins
- 10 Litter Pick** - on hold due to Covid-19 to be reviewed when current government restrictions are lifted.
- 11 Noticeboards** – To consider a replacement noticeboard at Camer Parade:
- 11.1 to approve using the remaining funding in the noticeboard budget and earmarked noticeboard budget
 - 11.2 to delegate to the clerk to investigate into design options suitable for the location to present to the next committee meeting
 - 11.3 to check if any permission is required from the land owner or planning authority
- 12 Youth Club – Update**
- 13 Street Lights – Update from Cllr Buchanan following the GBC Chairman's meeting**
- 14 Service Contract** – to delegate to the Clerk in conjunction with the Chairman and Vice Chairman, to review the service contract work specification for renewal on 14.09.21 (*)
- 15 Financial Matters**
- 15.1 To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations, 5.2 (*)
 - 15.2 To note the Environment and Amenities Committee expenditure up to 25.01.21 (*) (to follow)
- 16 Correspondence**
- 16.1 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

- 17 To consider and approve the following quotations:**
- 17.1 To consider the quotations submitted for resurfacing the play area and approve, if appropriate, a contractor. (to be paid from the Judson's Play area sinking Fund budget) (*)
 - 17.2 To consider the quotations submitted for replacement climbing net and flat swing seat approve, if appropriate, a contractor. (to be paid from the Judson's Play Area Maintenance budget) (*)
 - 17.3 To consider and approve, if appropriate, quotation for removal of Holly/Hawthorn tree on Edmund Green and to then agree to a virement from the Bus Shelters maintenance budget to the Trees budget for costs above £295 (remaining tree budget) (*)
 - 17.4 To consider and approve, if appropriate, quotation received from Plaswood Signs for Fowlers Stone Green name sign. To approve a virement for the costs from the Grants budget to the Village Greens Budget (*)
- 18 Edmund Green** - to receive an update on the potential claim
- 19. Pond Green** – to discuss further action regarding unauthorised materials on site

DISTRIBUTION:

AGENDA AND PAPERS: -

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

Agenda only: -

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

Meopham & District Allotments Association: S. Baker

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.
