

# Meopham Parish Council

All correspondence to:  
The Windmill, Meopham Green, Meopham, Kent DA13 0QA  
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[www.meopham.org](http://www.meopham.org)



30<sup>th</sup> May 2018

Dear Sir/Madam,

There will be a meeting of the ENVIRONMENT AND AMENITIES COMMITTEE on 5th June at 7.30 p.m., to be held at The Windmill, Meopham Green. Please find attachment to items marked \*.

Yours faithfully

Clerk

## AGENDA

- 1 To receive Apologies for Absence
- 2 To receive Declarations of Members' Interests
- 3 To approve minutes of previous meeting (13/03/18) (\*)
- 4 To consider matters arising from the above Minutes
- 5 Planning Applications: To consider and make recommendations on Planning Application: (\*)  
  
20180307 - Hemmet, Wrotham Road, Meopham DA13 0AT  
Erection of a two storey extension including new first floor level to existing bungalow and changes to the fenestration
- 6 Meopham Allotments
  - 6.1 To note email received from Meopham & District Allotment Association regarding Poly Tunnels and consider a response (\*)
- 7 Village Greens/Harvel Pond
  - 7.1 Harvel Pond
    - 7.1.1 Update on the pond
    - 7.1.2 To consider a proposal to spend the Tesco Bags of Help grant money on replacement and relocation of one gate and addition of another gate together with a KWT training event and stall at Harvel Fete
    - 7.1.3 To consider a proposal to replace the remaining fence using the earmarked parish council funds.
  - 7.2 Hook Green
    - 7.2.1 To receive oral report on basal growth on lime trees on Hook Green and delegate to the clerk any necessary remedial action up to £500

- 7.3 Pitfield Green Toilets
  - 7.3.1 To receive audit report and delegate to the Clerk any action needed (\*)
  - 7.3.2 To consider and agree, if appropriate, to proceed with the installation of a hand dryer and baby changing facilities at Pitfield Green toilets (cost to be discussed in closed session) (\*)
  - 7.3.3 To consider both internal and external signage at the toilets
  
- 8 Rights of Way, including Footpaths Groups
  - 8.1 Update from Meopham & Districts Footpath Group
  
- 9 Recreation Ground and Playground Equipment
  - 9.1 To note quarterly playground inspection received from GBC and to agree if any work needs to be carried out (\*)
  - 9.2 To discuss and agree, if appropriate, for Abacus Playgrounds to carry out wetpour repairs to surface surrounding roundabout and underneath nest swing in the sum of £650 + VAT
  
- 10 Service Contractor – to note the 3 year contract is due for renewal in September 2018
  - 10.1 To review the current contract (\*)
  - 10.2 To agree to place an advertisement in the KM
  - 10.3 To review and agree the contract specification for interested parties
  
- 11 **Youth Club – Update**
  - 11.1 To discuss continuation of the youth club and agree, if appropriate, to set dates for the next sessions
  
- 12 Litter Pick - Update
  - 12.1 To note next litter pick date (28<sup>th</sup> July 2018)
  - 12.2 To consider contacting KCC regarding a litter bin outside the library
  
- 13 Financial Matters
  - 13.1 To approve the Environment and Amenities Committee Schedule of Payments in accordance with the Financial Regulations, 5.2 (\*) (to follow)
  - 13.2 To note the Environment and Amenities Committee expenditure up to 2018/2019 (\*) (to follow)
  
- 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 Harvel Pond and approve, if appropriate, a contractor (\*) (to follow)
  - 15.2 To consider and approve, if appropriate, the quotations received for installation of a hand dryer and baby changing facilities at Pitfield Green toilets (\*) (to follow)

**Distribution:**

***Environment and Amenities Committee***

Cllrs D Bramer, M Bramer, S Buchanan, S Gofton (Chairman) P Hasler, P Luxford, B Wade

***Meopham & Districts Footpaths Group***

K. Dare - §

G. Willsher - §

***Allotment Committee***

T. Seeley – §

***Pond Warden***

I. Carey - §

§ - agenda only

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.