

## **BEARSTED PARISH COUNCIL**

Minutes of the Environment Committee meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise, Bearsted on Tuesday 4<sup>th</sup> September, 2018 at 7:30pm

Present: Cllr Geoff Bennett (Chair)  
Cllr Jon Hughes (Vice Chair)  
Cllr Richard Ash MBE  
Cllr Michael Bollom  
Cllr Suzanne Camp  
Cllr Fabienne Hughes  
Cllr Pat Marshall MBE

Also in attendance was the Clerk, Sarah Lewis, Cllr V Bowles and Mrs Pearce, KM representative.

### **Reports from members of the public**

There were no such reports.

#### **1. Declarations of intention to record**

There were no such declarations.

#### **2. Apologies and absence**

There were no apologies.

#### **3. Declaration of Interests, Dispensations, Predetermination or Lobbying**

Declarations of Interests were received from Cllr Pat Marshall and Cllr Richard Ash as trustees of the Madginford Hall Management Committee. Declaration was also received from Cllrs Jon and Fabienne Hughes as tenderers for item 7b the tender being subsequently withdrawn. Declarations have been entered onto the register.

#### **4. Minutes of last meeting**

The minutes of the Environment Committee meeting on Tuesday 31<sup>st</sup> July, 2018 were not signed pending corrections. The signing of such will be deferred to the next meeting.

#### **5. Matters arising from the last minutes and action points.**

It was reported that the paint on the lamp posts in the Church Landway was showing staining due to canine urine. The situation will be monitored until a remedy can be found.

#### **6. Expenditure against Budget report.**

This report was not available due to issues with a missing bank statement. The Clerk is in touch with the bank and will make sure reports are available at the next Finance Committee and Full Council meeting for ratification.

#### **7. Church Landway/Church Car Park**

a) Resurfacing update, associated correspondences, revised invoice and possible recommendations for remedial works: Correspondence had

been received from a member of the public regarding the suitability of the surfacing which was noted and will be responded to. A report was received from Cllr Bollom who had met with the contractor involved in the resurfacing and the structure of the surface was explained as such that it is a self levelling compound which will flatten in wet weather any divots that have occurred. Works are ongoing, and subject to weather conditions will be finished this week at which time the Church Landway will be closed for 2 days to allow time to set. It was agreed by a unanimous vote to withhold 10% of monies due to the Contractor following the completion of works for a period of 4 weeks in order to monitor the surface to the Parish Council's satisfaction.

The Clerk will write to the associations located along the Church Landway to ask them to give the council advance notice of any heavy vehicles that will be accessing the pathway, and make clear that any damages from such vehicles will be charged by the Parish Council.

- b) Church Landway lighting update: This item is ongoing and is to be deferred to the next Full Council meeting for a resolution.
- c) Broken light at the Church Car Park and quote for replacement parts: Cllr Fabienne Hughes produced details of a replacement light which would be in keeping with those already installed on the Church Landway. She will pass the costings to the Clerk for approval at the next Finance meeting. The Clerk will approach County Councillor Paul Carter for possible funding opportunity.

**ACTION: CLERK**

## **8. Highways & Footpaths**

- a) To identify footpaths requiring maintenance by Community Payback Service: A request from a resident of Discovery Road to clear trees to the boundary of his property had been received. It was felt that this was a Borough Council issue and not one for the Parish Council. The Clerk will respond accordingly.  
Cllr Bennett gave a report on the works that have been completed by the Community Payback Service and it was suggested that previously cleared pathways will be due to be cleared again. Other areas on the list for attention include sycamore clearance in Yeoman Lane and general clearance at Cross Keys.
- b) Column testing for Christmas lights update: This item is ongoing. The Clerk was asked to inform KCC that should BPC not hear to the contrary, the installation will proceed as usual.

**ACTION: CLERK**

- c) Litter picking initiative: Cllr Bowles was in attendance to discuss the situation with litter in the parish and to suggest the employment of a regular litter picker. The Clerk will source some quotes. It was suggested that an article could be placed in the Downs Mail to encourage residents to clear areas around their properties. The admin team will devise a flyer to post to social media and web site channels.

**ACTION: CLERK**

- d) Revised quote for continuation of the sleeper wall on Ware Street: This item was deferred awaiting revised quotation.

## **9. General Maintenance**

- a) Quote for replacement of missing fence slat at the Green play area. The Clerk had instructed LRH Property Services using the s101 delegation as a Health and Safety matter.

- b) Damage to car park barrier and sign to BPC parking spaces at Madginford Hall. A quote for repair from the handyman has been requested and it was suggested that Madginford Hall should be contributing towards such costs.

**10. Bearsted Green**

- a) Update on condition of the Green following the recent Music on the Green event and associated correspondence. Weather conditions made the Green very muddy and in need of remedial work to encourage regrowth of the grass and filling of vehicle tread marks. Correspondence had been received and was noted from a resident regarding unsociable behaviour and parking in St Faiths Lane by event attendees which had been forwarded to the event organisers for their direct response.
- b) Circus deposit return: The Clerk informed the Committee that the £500 deposit will be deducted of £150 to cover the costs of repairing the cricket pitch following vehicle damage.
- c) Market on the Green: This item is ongoing.
- d) Ratification of essential works to secure posts on the Green following a recent incident with unauthorised car access. The Clerk used the s101 delegated authority to sanction these repairs with the handyman.
- e) Ratification of essential tree works by Tantons Tree Surgeons and associated costs of £490: Works had been carried out to the red oak by the cricket pavilion and a young oak near to the pond following the relevant TPO permissions and were agreed by a unanimous vote.
- f) Telephone kiosk renovation and installation of defibrillator quotes: Two quotes had been received however they were non comparable. It was suggested that the Clerk contact other Parish Councils for recommendation on contractors and associated costs. The quotation from B G Electrical should be split into two quotes for renovation of the kiosk and installation of the defibrillator.

**ACTION: ADMIN**
- g) Request to remove bench on the Green and replace with a new one: A request had been made by the family who have adopted a memorial bench on the green for its removal and replacement at their cost was noted. It was suggested that the bench removed could be re-sited to replace the dilapidated bench outside North House in Church Lane. A quote for works will be forwarded to the family and requirements for the style of the replacement bench and plaque will be relayed.

**11. Open Spaces**

- a) Correspondence:
  - Field to the rear of 164 Ashford Road: Correspondence had been received from a resident requesting support from the Parish Council in persuading the owners of the land to allow access to the public. It was agreed that the area in question is private land and the owner is entitled to fence such and use it for private recreation. It was not thought that this is a matter for the Parish Council. The Clerk will respond to the correspondent accordingly.

**ACTION: CLERK**
  - BHF clothing donation bank request: A request for using either the Co-op car park or the Yeoman Lane surgery car park were not favoured as parking spaces in these areas are in high demand. The area on the pavement to the right of Bearsted News

on the Ashford Road was highlighted as a possible suitable location and the Clerk will respond suggesting contact is made to MBC in this respect.

**ACTION: CLERK**

- Roseacre Raiders FC request for part funding for a defibrillator: The Clerk had sent a Grants and Donations form to the club which is yet to be returned.
- Car Parking at Madginford Hall: An update was received from Cllr Pat Marshall on behalf of the Madginford Hall Management Committee (MHMC) with regards to the use of the car park by school staff leaving little parking provision for hall users or Parish Council business. It is understood that the original lease from KCC to BPC still stands and as such it was agreed by a vote of 5 in favour and 2 abstentions to instruct Invicta Law on the Parish Council's behalf, to liaise directly with Gulland and Gulland Solicitors who are acting on behalf of MHMC, in order to move the issue forward to a satisfactory outcome.

**ACTION: CLERK**

**12. Allotments**

- a) Correspondence:  
There was none to report.

**13. Meadow Bank**

- a) Correspondence: A report had been received from the latest ecology survey with some photographs which was noted. The survey remains ongoing.
- b) Bell Lane/Meadow Bank quotes for pathway and fencing: One quote for the resurfacing had been received despite several invitations to other companies. It was agreed that this quote should be recommended for approval at Full Council unless any other quotes are received in the meantime. Two quotes were obtained for fencing, and it was agreed to recommend the quote from A French for approval at Full Council at a cost of £1290.00
- c) Quote for topographic and boundary survey from Sitech for £1,850.00: A recommendation was made by Cllr Bollom for the financial benefit of having both surveys done simultaneously before any works proceed. This was agreed with and the quotation will be recommended for approval at Full Council by a unanimous vote.

**14. War Memorial Update**

An update was given regarding the delays with permission for faculty from the diocese. The Clerk advised the Committee that relevant permissions must be sought from MBC for conservation area consent, and from the diocese and relevant public notices must be displayed. With the desire for the works to have been completed in time for the WW1 centenary memorial services in November, the Committee agreed by unanimous vote to instruct works to proceed, contrary to the Clerk's recommendations. For ratification at Full Council.

**15. Noticeboards and Street Furniture.**

- a) Welcome planter crates for beneath the noticeboards: A report was given by Cllr Bollom on the purchase of painted planters to be installed beneath the free standing noticeboards throughout the parish. A sample was produced which met Councillors approval. Having now measured

the areas beneath the boards, the quote will need to be adjusted as sizes differ. It was reported that the excess revenue from advertising income from the BPC Information Booklet, after production and distribution costs, will cover the purchase of the planters together with soil and plants, and bulbs for the bank at the Railway Station in Ware Street. Recommendation for approval at Full Council was agreed by a unanimous vote.

- 16. Action List update**  
Cllr Bollom informed the Committee that he has updated the Action List with completed tasks. It will be passed to Full Council for approval and publishing to the web site.
- 17. Future Agenda items**  
Madginford Hall car park.  
Litter picking initiative  
Planting update
- 18. Downs Mail**  
It was agreed to highlight the continuing issues with litter and to promote a litter picking initiative.
- 18. Next Meeting**  
The next meeting of the Environment Committee will be held on 9<sup>th</sup> October, 2018.

**There being no further business to transact, the meeting ended at 9.37pm**

**Signed..... Date.....**