**MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY, 12TH JULY 2021 IN CHURCH FARM HALL AT 7.30P.M.**

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**PRESENT:** Cllrs. T. Bishop (Chairman), R. Mitchell, Mrs. M. Moore, Mrs. J. Sharpe and D. Thornewell

 **Under S.O.48(a):** Cllrs. Mrs. A. Oakley and R. Roud

**APOLOGIES FOR ABSENCE:** Cllrs. Mrs. L. Cook, Mrs. J. Manser and R. Moore

**APPROVAL AND SIGNING OF MINUTES AND APPENDIX OF MEETING HELD ON WEDNESDAY, 11th MARCH 2020**

 It was **RESOLVED** that the Minutes of the Meeting held on Wednesday, 11th March 2020 be **APPROVED AND SIGNED** by the Chairman.

**MATTERS ARISING**

**Toilets, Martin Square** – discussion took place regarding obtaining a plaque stating that the toilets are now owned by this Parish Council and that the RADAR keys for the disabled toilet can be obtained from the Parish Council Office at a cost of £5 each. It was suggested that Payden’s Chemist may be willing to hold a RADAR key.

Thanks should be conveyed to the Handyman for removing the tree branch behind the toilets.

KCC are to inspect the trees on their land behind the toilets and assess the need for work to be carried out to them.

**STREETLIGHTING MATTERS**

(i) **Streetlight on MR99, Larkfield**

 Cllr. Thornewell reported that considerable correspondence has been taking place regarding the above streetlight that has not been working for a long time. It has now been confirmed that this light belongs to Clarion Housing Association under reference KRE2697339 and they have agreed to attend to inspect on Wednesday, 21st July.

**FOOTPATH MATTERS**

(i) **MR107, East Malling**

 It was reported that between The Rocks Road and Sweets Lane has now been re- positioned and surfaced by the gate so it will no longer be muddy.

(ii) **MR97, Larkfield** – Overgrowth

 It was **NOTED** that yet again there is overgrowth on the above path by the school which has been reported to Sam Honey at KCC PROW office.

(iii) **Definitive Map Modification Order at “The Pea Field”**

 Cllr. Thornewell reported that KCC has made an order recognising both cross and perimeter paths/bridleway at this approved housing site close to the converted water tower close to the Ditton/Aylesford/ and this parish boundary. It remains to be seen if the developers now object.

(iii) **Any Other Footpath Matters**

 Cllr. Roud informed that he has reported on overgrowth by the entrance to The Malling School.

**CORRESPONDENCE**

 There was no Correspondence

**EAST MALLING VILLAGE SIGN** – Quotation for Post and Frame

 Cllr. Mitchell presented a quotation from Weldability Engineering Partners in the sum of £465 + VAT to manufacture a similar frame to that of the original one as the existing one is extremely rusty and also to fabricate a 4m post 100mm x 100mm in Mild Steel finished in Black Semi -gloss or Matt Black.

 It was **AGREED** that the quotation be accepted using Matt black on the post and he be asked whether he would be able to store it until the actual sign has been repainted and we have found a suitable person to install the post and frame.

 Cllr. Mrs. Oakley said she knows of a couple of people who may be able to paint the sign and will make enquiries.

 Comment was made that Leeds Parish Council have recently had their sign refurbished so it might be worth contacting them to find out who carried out the work.

**HERITAGE OPEN DAYS**

 Cllr. Thornewell reported that he will lead a Local History Walk in East Malling on Sunday 12th September 2021 followed by tea and biscuits in East Malling Institute.

**DISCUSSION ON HOW TO INCREASE AMENITY REVENUE**

 The Chairman expressed his concerns about the loss of Revenue from the Village Halls and he had mentioned about the car park at Village Field in East Malling as not making any money by way of Season Tickets for commuters as many people are working from home and have been during the pandemic.

 Considerable discussion took place regarding this matter and the Clerk was asked to make the Car Parking Order available for the next meeting of this Committee and meanwhile ask the Borough Council what income they receive from Residents Permits and the number issued.

 Mention was also made about Ems flat at East Malling being a potential form of income at present used by Mandy Harris, Community Warden.

**VILLAGE HALL MATTERS**

(a) **Matters Arising**

 (i) **Electrical Works at East Malling & Larkfield Village Halls**

 It was **NOTED** that all the electrical works, as per the reports, have now been carried out in all the Village Halls and Office.

 (ii) **Any Other Matters Arising**

 Cllr. Thornewell reported that himself and the Clerk had met with a representative from Larkfield FC Girls Teams who need a toilet facility for use and inspected the showers to rear of Larkfield Village Hall which are in the process of being decorated but they are usable apart from a water heater not working and a strip light needs replacing.

 Cllr. Mitchell commented that a downpipe needs replacing to the rear of Larkfield Village Hall.

(b) **Accounts for Payment and Cheques for Signature**

 There were no Accounts for Payment as these have been presented at Full Council Meetings.

© **Current Level of Hall Bookings** – attached

 The list showing the current level of bookings was as circulated was **NOTED.**

Discussion took place as to how bookings could be promoted and the website was mentioned which is to be rebuilt by Cllr. Haffenden voluntarily.

 The Clerk commented that more enquiries are coming in for casual bookings so it is hoped that these will bring in more income and also many block booking hirers will be returning in the near future.

(d) **Income Received from Bookings – April to Jun 2021**

 The Clerk provided a copy of the Income and Expenditure for the Village Halls since April and he conveyed these figures to members present.

 When the Budget was set by for 2021/2022 by Derek Kemp, he included the same estimated income figure as for the previous year and of course this did not happen because of the pandemic and the halls being closed.

 A £20,000 reserve per year for 3 years has been put in place and also we have the £40,000 grant monies from 20/21 in earmarked reserves should it be needed.

(e) **Review of Hire Rates**

 The Clerk had prepared some revised Hire Rates for Casual Bookings, as attached, and it was **AGREED** these be **RECOMMENDED** to the next Full Council Meeting for adoption.

 It was **AGREED** that Block Booking Hire Rates be available at the January Meeting of this Committee.

(f) **Correspondence**

Larkfield Football Club: **Use of Larkfield Village Hall Car Park**

 It was **NOTED** that Larkfield Football Club have been promoted and are asking for use of Larkfield Village Hall Car Park on Saturdays and Tuesday evenings when matches are to be played.

 Following consulting the Chairman of this committee and the Parish Council Chairman the Club had been informed that we had to give precedence to the hirers of the village hall using the car park and that it is also used by the Scouts who have access to their building. It was subsequently understood the Club are also approaching the Leisure Trust and Tesco.

AKS Electrical (Kent) Ltd: **PAT Testing**

 It was **NOTED** that a quotation had been obtained for PAT testing in all the Village Halls and the Parish Office in the sum of £367 + VAT = £441.00, this is for 125 items.

 This relates to £3.53 per item

 It was **AGREED** this quotation be **ACCEPTED** and they be asked to carry out the work as soon as possible.

 Cllr. Roud asked for details of AKS Electrical as they could be used for East Malling Institute.

**ITEMS CONTRIBUTED BY MEMBERS**

 There were no items contributed by Members

**DATE OF NEXT MEETING:** Monday, 13th September 2021

**CLOSURE**

 The Chairman declared the Meeting closed at 9.03p.m.

 Chairman

 13th September 2021