



MINUTES OF THE MEETING OF THE **AMENITIES COMMITTEE** HELD ON **WEDNESDAY 11<sup>TH</sup> MARCH 2020** AT **19:30** IN THE **GIBSON SUITE** AT THE KINGS HILL COMMUNITY CENTRE

Present: Cllr S Barker; Cllr C Finlay; Cllr A Petty

Apologies: Cllr M Coleman; Cllr N Sherlaw; Cllr D Waller

Also in attendance: Ms J Miller (Clerk & Proper Officer), Mrs G Jackson (Deputy Clerk), Mr M Dean, (Chief Facility Officer), 3 representatives from the Allotment Interest Group, 11 members of the public.

**AM19/291. To receive and accept Apologies for Absence**

Apologies were received from Cllr Colman, Cllr Sherlaw and Cllr Waller with reasons for absence. It was **RESOLVED** that the apologies be accepted.

**AM19/292. To receive Declarations of Interest & Lobbying**

Cllr Barker declared lobbying in relation to the sports park.

**AM19/293. Minutes** – It was **RESOLVED** that the minutes of the meeting held on 15<sup>th</sup> January 2020 be approved and were duly signed.

**AM19/294. Chairman's Announcements** – to receive announcements

The Chairman reported that there was a recent break in at the allotment site, the repair has been made to the fence where entry was made.

*The meeting was adjourned to allow the public to address the meeting*

**AM19/295. Public Participation Session**

The Allotment Interest Group raised the following points:-

- Combination padlock for the community shed.
- Site security.
- Health & safety issue of waterlogging.

Members of the public raised various questions regarding the sports park.

It was noted that the procedure for choosing a new chairman for the parish council **Clerk** will be placed on the website.

It was noted that the procedure for calling a parish poll will be placed on the **Clerk** website.

*The meeting was reconvened at 19.52.*

## Open Spaces

### Allotments

**AM19/296.** To receive allotment status update.

A report was received and it was **noted** that there had been a break in where some tenants had items stolen, vandalism had occurred and the communal shed lock was broken. It was also **noted** that there are currently five people on the waiting list.

- AM19/297.** To receive advice form insurance company regarding affixing of shelves and worktops to the inside of the communal shed.  
The clerk reported that the insurance company confirmed that the parish council were covered for this. It was **AGREED** that the clerk would liaise with the Allotment Interest Group. **Clerk**
- AM19/298.** To consider giving permission for volunteers of the Allotment Interest Group to level out the ground surrounding the communal shed.  
After discussion it was **RESOLVED** to delegate the authority to the Chief Facility Officer to liaise with the Allotment Interest Group to assess the needs of the project and to move it forward. **CFO**
- AM19/299.** To consider loaning the rotavator to the Allotment Interest Group.  
After discussion it was felt that the loan of the rotavator was not needed.
- AM19/300.** To consider funding woodchip to be placed on ground surrounding the communal shed.  
The Allotment Interest Group confirmed that they can obtain free woodchip and so this was no longer needed.
- AM19/301.** To consider funding weed control surrounding the communal shed.  
The Chief Facilities Officer confirmed that this area would be part of the regular works schedule.
- AM19/302.** To consider giving permission for the Allotment Interest Group to plant borders etc in a communal area.  
It was **RESOLVED** to delegate the authority to the Chief Facility Officer to assess the border and liaise with the Allotment Interest Group regarding planting borders. **CFO**
- AM19/303.** To consider the Allotment Interest Group's request to use a combination padlock.  
It was **RESOLVED** to accept the Allotment Interest Group's request to use a combination padlock but requested that the Chief Facility Officer is given the code. **CFO**

#### **Recommendations from the Finance and Human Resources Committee**

- AM19/304.** To consider raising the allotment deposit to £100 due to the high cost of clearing plots.  
It was **RESOLVED** to raise the allotment deposit to £100 for all new allotment tenants. **Clerk**
- AM19/305.** To consider monitoring the maintenance costs of the allotment water systems.  
It was **RESOLVED** for the Chief Facilities Officer to obtain three quotations for an alternative tap system for the allotment site. **Clerk**

#### **Climate Change Emergency**

- AM19/306.** To receive Tonbridge & Malling Borough Council's climate change policy and action plan and consider any actions by Kings Hill Parish Council.  
It was **noted** that this item is on the Planning, Transport & Environment agenda. **PTE**
- AM19/307.** To consider recommendation from Planning, Transport & Environment Committee

to carry out an environmental audit of the Sports Park, Community Centre and Civic Office.

It was **RESOLVED** to defer this item until the final action plan is confirmed by Tonbridge & Malling Borough Council so that the parish council action plan will dovetail.

**Clerk**

**AM19/308. To receive report on Lapins Lane works.**

A report was received and it was **noted** that the landscaping in this area has now improved. The Chairman expressed her thanks to the Chief Facility Officer for all his efforts on this project.

**Play Areas**

**AM19/309. To note that preliminary investigations on hold with regard to the outdoor gym projects for Anson Avenue and the Sports Park.**

This was **noted**.

**AM19/310. To note the noticeboard has been installed at Anson Avenue and an official handing over will take place soon.**

This was **noted**.

**AM19/311. To note that the new bin at Anson Avenue is still to be installed this was delayed due to recent weather conditions.**

This was **noted**.

**Finance**

**AM19/312. To review financial statements for review and comment.**

The financial statements were reviewed and the current income and expenditure figures against budget were **noted**.

To report external meetings with representatives of the Amenities Committee.

**AM19/313. 11/02/2020 - TMBC Street Scene and Environment Services Advisory Board. Cllr Barker was unable to attend.**

**AM19/314. 10/01/2020 - Community Centre Extension Workshop. Cllr Colman attended.**

**Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press were asked to leave the meeting during consideration of items AM19/315 to AM19/324**

**AM19/315. To receive correspondence in relation to priority booking decision (see below in correspondence).**

The Amenities Committee reviewed each correspondence and formulated a response where required.

**Community Centre**

**Operations Report**

**AM19/316. To receive community centre operations report.**

The community centre bookings were **noted**.

**AM19/317. To consider request from Cllr Tanner to host wartime tea dance at the community centre to coincide with the VE Day 75<sup>th</sup> Anniversary.**

It was **RESOLVED** that the parish council will supply the hall for the wartime tea dance using s137 funding.

- AM19/318.** To consider appointing a marketing consultant to assist with the community centre 5 year plan at a cost of £800.  
It was **RESOLVED** to proceed with the marketing consultant. The fee is to be taken from next year's budget under general advertising for the community centre. **Clerk**
- AM19/319. To receive update on the community centre extension.**  
An update was received and it was **noted** that the extension to the community centre is nearly ready to start. The parish council will need to investigate appointing a solicitor to deal with the lease.
- AM19/320.** An update was given with regard to the sports park extension and it was noted that there may be some lease work to complete. It was suggested that the authority should be delegated to the clerk to deal with this.

## Sports Park

### Operations Report

- AM19/321.** To receive sports park operations report.  
An update was received and the operations report was **noted**.
- AM19/322.** To receive resident correspondence regarding pitch side refreshments.  
A response was **AGREED**. **Clerk**
- AM19/323. To receive update on sports park extension.**  
This item was reported in AM19/320.
- AM19/324. To consider bad weather policy for pitch bookings.**  
After discussion it was **RESOLVED** to reverse the bad weather policy for pitch bookings. **Clerk**

## The meeting was re-opened to the public

### Correspondence and matters for information

- AM19/325.** 16/01/2020 – Email from residents regarding Minutes.
- AM19/326.** 01/02/2020 – Email from KHFC regarding emergency meeting.
- AM19/327.** 01/02/2020 -Email from hirer regarding an issue from this morning - 01/02/2020.
- AM19/328.** 08/02/2020 – Email from resident regarding King's Hill football club training.
- AM19/329.** 08/02/2020 – Email from resident regarding KHSP Allocated Training Slots.
- AM19/330.** 08/02/2020 – Email from resident regarding KHFC Pitch and training allocation for next season.
- AM19/331.** 08/02/2020 – Email from resident regarding Kings Hill Football Club.
- AM19/332.** 08/02/2020 – Email from resident regarding Sports Park.
- AM19/333.** 08/02/2020 – Email from resident regarding Kings Hill Sports Park.
- AM19/334.** 08/02/2020 – Email from resident regarding Sports Park.
- AM19/335.** 08/02/2020 – Email from resident regarding KH Football Club/ Sports Park.
- AM19/336.** 08/02/2020 – Email from resident regarding Kings Hill Sports Park.
- AM19/337.** 08/02/2020 – Email from resident regarding Kings Hill Sport Park & KHFC Booking.
- AM19/338.** 08/02/2020 – Email from resident regarding Kings hill football club - pitch allocation.
- AM19/339.** 08/02/2020 – Email from resident regarding Provision of facilities for KHFC.
- AM19/340.** 09/02/2020 – Email from resident regarding Kings Hill FC.
- AM19/341.** 09/02/2020 – Email from resident regarding 190 children affected at Kings Hill FC at the loss of the Sports Park.
- AM19/342.** 09/02/2020 – Email from resident regarding Kings Hill Sports Park.

- AM19/343.** 09/02/2020 - Email from resident regarding Kings Hill Football Club bookings concern.
- AM19/344.** 09/02/2020 - Email from resident regarding Kings Hill Sports Park.
- AM19/345.** 09/02/2020 - Email from resident regarding Use of kings Hill Sports Park by external clubs.
- AM19/346.** 09/02/2020 - Email from resident regarding Kings hill football.
- AM19/347.** 10/02/2020 - Email from resident regarding KHFC training allocations at Kings Hill Sports Park.
- AM19/348.** 10/02/2020 - Email from resident regarding complaint.
- AM19/349.** 10/02/2020 - Email from resident regarding Kings Hill Football Club.
- AM19/350.** 10/02/2020 - Email from resident regarding Sports Park Issue.
- AM19/351.** 11/02/2020 - Email from resident regarding Kings Hill Sports Park.
- AM19/352.** 11/02/2020 - Email from resident regarding Kings Hill Sports Park.
- AM19/353.** 11/02/2020 Email from resident - Sports Park traffic issues
- AM19/354.** 13/02/2020 - Email from resident regarding 190 children affected at Kings Hill FC at the loss of the Sports Park.
- AM19/355.** 14/02/2020 - Letter from Tom Tugendhat MP.
- AM19/356.** 18/02/2020 - Email from resident regarding Kings Hill Football Club.
- AM19/357.** 24/02/2020 - Email from resident regarding Minutes.
- AM19/358.** 26/02/2020 - Email from resident regarding following on from the PC meeting on Wednesday 19<sup>th</sup> February.
- AM19/359.** 27/02/2020 - Email from resident regarding EGM.

**Questions from Committee Members and future agenda items**

- AM19/360.** Cllr Barker asked why the council wasn't participating in the Asda and Waitrose token schemes and offered to apply on behalf of the council.
- AM19/361.** Cllr Barker asked about the policy for the dugouts and advertising boards on pitch one at the Sports Park.
- AM19/362.** Cllr Barker asked when the Sports Park business plan will start.
- AM19/363.** Cllr Barker asked who will be cutting the allotment paths.

The meeting was closed at 21:44 pm

Signed.....

Date.....