

Sundridge with Ide Hill Parish Council
Minutes of Amenities Committee Meeting
Thursday 12 October 2016, 7:00pm, Village Hall, Ide Hill

Present: Councillors Denbigh, Edmonds, Hughes, Evans, Baker, Jolley

In attendance: 1 members of the public
Mrs A Barlow - Clerk

Apologies: Apologies were received from Councillor Stokes and Councillor Meldan. Apologies were accepted.

Declarations of interest: There were none.

1. To approve as a correct record the **Minutes** (enclosed) of the Amenities Committee meeting held on 16 September 2016.
2. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
There were no matters arising.
3. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.
 - *The Chair asked to take Agenda item 8 so the member of the public could leave the meeting after this item.*
8. **To discuss and agree, if appropriate repairs to the playground.**
 - *The Chair introduced Mr Booker who had dealt with many of the playground issues in the past.*
 - *The Cllrs discussed the issues over the legislation over the playground. Cllr. Baker asked how much it would cost to have the playground surveyed. Mr Booker advised that it did not need to be surveyed you could see that it needed to be repaired. Cllrs were unaware of how old the playground surface. Mr Booker commented that some of the surface at both Bowers and Camberwell Lane is damaged. The Chair advised that the complaint was about damage to the playground. Cllrs discussed the need to improve the quality of the playground.*
 - *Cllrs discussed the possibility of the obtaining a grant for the school. Cllrs asked Mr Booker what he would recommend. He felt that he would probably repair the surface at the present time. The Cllrs discussed how the playground would be repaired to be ensure that it is safe. Cllr Edmonds advised that the soft surfaces will give the Parish Council a substance to repair the playground at around £100. **The Cllrs resolved that the Committee recommend that the playground at Camberwell Lane is repaired using a repair kit from Soft Surface. It was resolved to recommend to employ a contractor to repair the playground with the Soft Surface repair kit. (Action: Clerk to put on Full Council Agenda).***

The member of the public left the meeting.

4. **To discuss and agree the tender for the grass cutting schedule tender for next year.**

*Cllr Hughes discussed the KCC proposals about grass cutting. The Chair advised that he cut the verges down the A25 and in response to questions he confirmed that he made no charge for this work. Cllrs felt that the Council should include everything in the grass cutting and it might reduce our prices and on economies of scale it might reduce the price to Council. The Chair advised that the current schedule is a bit vague and it is missing areas. The Cllrs resolved that new grass cutting schedule needs to be drawn up and made more specific. **The Chair asked the Clerk to find out from KCC what they cut in the Parish (Action: Clerk). It was resolved that the Committee would recommend to the Full Council that a procurement document be drawn up.** The Cllrs discussed the issue over appointing one contractor and confirmed that it was resolved to appoint one contractor. The Cllrs agreed that the current grass cutting schedule was not detailed enough to use for a tender document.*

*It was resolved that the Committee would put together a very detailed tender and 2 Councillors from each area would put together the document for Ide Hill and one for Sundridge. It was resolved that Cllr Denbigh and Edmonds would do the Ide Hill area and Cllr Evans and Cllr Jolley will cover the Sundridge area. (Action Cllrs. Denbigh, Edmonds, Evans and Jolley). The Cllrs discussed how to advise companies that the tender is available. It was agreed to contact certain companies who were known to the Councillors. **It was resolved to have a closed tender process.** It was agreed that the Cllrs would update on the tendering process at the next meeting in November and it will be finalised at the meeting in January.*

5. To discuss and agree, if appropriate, the appointment of a Warden.

*Cllrs discussed the appointment of a Warden. The Cllrs had previously suggested to the Football Club to take over the role but they did not want to. This role is currently carried out by Cllr. Stokes. There are currently 2 candidates who would possibly be interested in becoming a Warden. Cllr. Evans advised that it may be that the role could include the warden role at Stubbs Wood but this would be a decision for the Stubbs Wood Management Committee. The Committee felt that the Committee need to define the role and produce a job description. **It was resolved that the Clerk would ask Cllr. Stokes for a list of duties included in the role and a sample of a contract. (Action: Clerk).** The Cllrs discussed the use of the pitches by the football club and the issues over the quality of pitches. It was resolved that the Clerk should speak to Cllr Stokes and look at some cover for the role of warden.*

6. To discuss the new Scouts Lease and arrange for signature, if appropriate.

The Scout Lease was reviewed and it was resolved that it should be signed by the Chair of the Parish Council. The Chair of the Parish Council and the Chair of the Committee duly signed the Lease.

7. To discuss and agree, if appropriate, repairs to the Bus Shelter in Ide Hill.

*The Chair advised that the bus shelter needs repairs totalling around £160. **It was resolved that the Committee draw up a current list of contractors that the Council can draw on to carry out work. It was resolved that as this work was under £250 the Clerk should get an estimate for the work from Mr Booker.***

9. To discuss and agree, if appropriate sign for the Defibrillator at Sundridge.

This item was discussed under Agenda Item 2.

12.1 Chairs

It was resolved that the Clerk would ask Cllr. Meldan about the chairs he had offered from Combe Bank. (Action: Clerk)

10. To note actions regarding Stubbs Woods.

Cllr. Hughes advised that he had met with Cllr. Baker and Cllr. Lovegrove. The Clerk has contacted 3 local organisations about putting forward a representative, the Ide Hill Society, the Scouts and the Primary School. A notice has been drawn up to be placed on the board. Cllrs. discussed the fact that now the Parish Council are the owners who is responsible. Cllr. Baker advised that this will be for discussion for the first meeting of the Management Committee. Cllrs discussed their concern over some of the trees over the pathways. The Chair confirmed that all the dangerous trees have been removed following the tree survey. Cllrs discussed what the actions would be if there was an emergency. The Chair advised that he helps Kent Police with the removal the trees etc. and he is more than happy to cover any emergencies. Cllr Baker advised that there will be a public consultation on Stubbs Wood in February 2017.

11. To note actions regarding the Tesco's bid.

*The Chair gave the Clerk a link to the Tesco's bid. The Clerk advised that she will put a link on the website. **(Action: Clerk).** It was agreed that the Councillors would advertise the bid to as many people as possible. It was resolved to reimburse Cllr. Edmonds for the cost of the banners he has purchased to promote the Tesco's Bag of Help.*

12. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.

12.1 *Cllr. Edmonds advised that the School are raising money for a new classroom and want to have a barn dance in a big marquee on the recreation ground. The school want to know if the Parish Council would allow them to have marquee on the recreation ground in Ide Hill. **It was resolved that the Amenities Committee had no objection to the school holding an event on the recreation ground.***

12.2 Bonfire Night

It was agreed that this item would be discussed at the Full Council meeting.

13. Date of next meeting. – 17 November 2016