

# Aylesford Parish Council

## Environmental Services Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on 25 July 2023

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**Present:** Councillor Mrs Gadd (Chairman) and Councillors, Mrs Birkbeck, Chapman, Craig, Ms Dorrington, Gledhill, Mrs Ogun, Rowe, Rillie, Sullivan, Sharp, Shelley, Smith and Walker.

**In Attendance:** Melanie Randall (Clerk)

**Apologies:** Councillors Balcombe, Mrs Eves and Fuller.

#### 1. Apologies for Absence

Apologies of Absence from Councillors, Balcombe, Mrs Eves and Fuller were received, and the reason for absence agreed.

#### 2. Declarations of Interest

There were no declarations of interest additional to those contained in the Register of Members Interests.

#### 3. Minutes of the Meeting held on 20 June 2023

It was **Resolved** that the Minutes of the Meeting held on 20 June 2023 be approved as a correct record and signed.

#### 4. Small Works Programme

The Clerk has prepared a new spreadsheet as the items that have already been painted/stained a couple of years ago will now need refreshing again. She is yet to source a replacement contractor.

**Ongoing**

#### 5. Highway Improvement Plan (HIP)

The Agreed Action Plan was submitted to KCC on 30 April 2022.

- a) **Tunbury Avenue, Walderslade – near School** – there was no update.

**Ongoing**

b) **Junction of Tunbury Avenue and Robin Hood Lane**

The Clerk went through the three questions that were submitted to KCC and the answers she had received.

The questions were regarding the dates currently being used to determine any intervention, if as a result of the 2023 cluster site run the junction of Tunbury Avenue and Robin Hood Lane is included and if deaths are taken into account when determining the need for intervention.

KCC replied that they are using the last three years of data, so 01/01/200 to 31/12/2022, the junction if Tunbury Avenue and Robin Hood Lane is not included on the 2023 cluster site list or the 2023 safer junctions programme and slight, serious and fatal incidents are taken into account. **Ongoing**

**6. Climate Change and Environmental Strategy for Aylesford Parish Council**

The Clerk and Supervisor met with the Council's Tree Surgeon at Tunbury Recreation Ground, they were joined by Councillors Eves, Shelley, Sharp and Sullivan.

The purpose of the site meeting was to start the discussion around the possibility of planting more trees on site taking the advice of the tree surgeon regarding location and suitable species for the site and ground conditions etc.

The Clerk informed the committee that she still needs to obtain a third quote for the possibility of solar panels to go on the Parish Office roof. **Ongoing**

**7. Damage to Ragstone Wall**

The Clerk informed the committee that the Councils Solicitor did write to the relevant parties to ask if they could provide a timeframe for the repairs to be completed, but the solicitor has not received a reply. The Landlord has recently spoken to the Clerk and informed her that work should be starting quite soon, they will repair the Bush side brick wall first then the ragstone wall on the Councils side. There may be a need to close the car park at some point to ensure the health and safety of all parties, but that will be discussed with the Clerk before any closure happens and she will ensure the other users of the site are made aware. **Ongoing**

**8. Metal Coronation sign for Coronation Gardens**

Three design ideas were tabled that were put together by Councillor Rillie. After discussion it was **Agreed** the Clerk will obtain three quotes for two of the three designs and will report back to committee once she has them. The metal sign will be a fixed unit to the pillars and will not have the ability to be opened. **Ongoing**

**9. Request from Aylesford Football Club**

The Clerk raised the various concerns the Council had regarding the request to use the grass pitches outside of the Football season with Aylesford Football Club which they have responded to;

Aylesford Football Club are requesting the following.

- Youth Teams (U5-U18) access to the grass pitches for a minimum of 60 minutes of exercise per week per team to compliment the 60 mins each team has on the 3G. This could be at set times agreeable to both parties.
- There are currently 40 teams, meaning a maximum of 40 hours of grass pitch use per week.
- The proposal would be Tuesday/Wednesday/Thursday evenings 5pm to 9pm, plus use of one 5v5 pitch, one 7v7 pitch and one 11v11 pitch for matches on the weekends. Times could be agreed with the Council.

The football club wished to reiterate that they will continue to carry out regular maintenance on the grass pitches and have received many positive comments regarding how well kept the recreation ground is since the grass cutting has been taken back in house by the Parish Council.

After discussion the following was **Resolved**

- Tuesday, Wednesday, and Thursday evening training, however the football club will be asked to consider limited use of the car park on Thursday evenings due to this being the busiest evening for the community centre.
- The football club should be mindful of the Parish Council meetings that take place Tuesday evenings when allocating training slots.
- The Council requests that there are clear times of no football use on the recreation ground at weekends, so use could be restricted to a morning or afternoon on each day leaving a morning or afternoon free. Whether a morning or afternoon is kept free will be down to the football club as it is understood they may be restricted by the league regarding times.
- The football club should refrain from using the goal mouths between now and 31 August as per the hire regulations.
- The Council suggests that the arrival times of the next team(s) are staggered so that the ones in front of them have time to leave the site to free up parking spaces and when it is busy make it clear to people not to hang around as others need to park for their training.
- When the club know they will be busy, so for example Wednesday evenings or if they know there will be a cross over of those arriving before others have left, the Council would like members from the club to keep a check on the car park to ensure no-one is parking where they shouldn't be. Those attending football have not parked where they shouldn't for a while, however the Council just wants to ensure it stays that way.
- Now the football club are putting in the path at the top of the 3G for people to access the 3G pitch from there, members suggested that someone could be in the car park redirecting people to their own car park to fill that one first as it will be a matter of 'training' people to use it.
- The Parish Council reserves the right to withdraw its permission or to stop training/matches taking place at short notice if the weather is such that it feels using the grass pitches will cause damage. The Council is aware that the football club will not want to cause damage to their own pitches and will likely call off training/matches itself before the Council has chance to.

Members asked the Clerk to enquire with the football club if they ask people to car share and walk and if so, how often does the message go out? The Clerk will report back once she has an answer.

The Clerk will also ask for the training schedule from the football club.

The Parish Council is fully supportive of sport. Its recreation grounds are there for all to enjoy and it has to ensure it is being fair to all who may wish to use them. **Closed**

#### **10. Tree Maintenance – Ferryfield and Cemetery**

Various tree maintenance is needed to the trees in the Cemetery and along the roadside edge of Ferryfield, by the railway line right the way round to the Cemetery gate. The trees need lifting to KCC height standard. Branches are also touching the railway crossing barrier as it raises and lowers. The Clerk asked members to consider funding this work from the Cemetery Extension budget now that the Council is not proceeding with the extension. It was **Agreed** to proceed with the tree work and to fund it from the Cemetery Extension budget. **Closed**

#### **11. New Fence to Cemetery Boundary**

The Clerk explained that the existing fence is an old chain link fence, is broken in some places and cannot be repaired. The Clerk has one quote to get an idea of potential cost. Members were asked to consider its replacement using the funds from the Cemetery Extension budget. Members **Agreed** in principle, so the Clerk will obtain two more quotes to compare with the one she already has. She will report back to this committee once she has the quotes. **Ongoing**

#### **12. New fence by brick shed in Cemetery towards Rugby Club**

The Clerk informed members that the Supervisor has asked for a fenced storage area to be put in where the brick shed is. The fence will be 1.95m high and will have a gate on it with the ability to lock it if required. The Clerk asked members to consider funding this work from the Cemetery Extension budget. It was **Resolved** to proceed with this work and to fund it from the Cemetery Extension budget. **Closed**

#### **13. New Fence by Children's area of the Cemetery**

To tidy the far end of the Cemetery up the Clerk asked members to consider replacing the fence that separates the Children's area to the brick shed which is the Council's storage area. The new fence will be higher at 1.8m to help shield the storage area from view. Members suggested that this be funded from the Cemetery Extension fund and thanked the Clerk for her thoughts regarding tidying up the Cemetery. It was Resolved to proceed with this work and to fund it from the Cemetery Extension fund. **Closed**

#### **14. The Hollow Play Area**

The Clerk reported that there are some old, tired pieces of equipment that sit outside of the fenced off play area that are at the end of their life and in need of replacement. She reminded members of the Easement funds (£25k) that are due to the Council that she negotiated with Wrenbridge, for their commercial development at Little Preston. They are requesting to place a cable on Parish Land. The Clerk suggested that the Council could use the money to replace the old pieces of play equipment and circulated a plan she has had drawn up from Kompan who are doing Phase 2 of Ferryfield. The quote is for just under £25k and the enhancement can be done at the same time as Ferryfield making use of the storage facilities that will be on site for that work. It was **Resolved** to accept the proposal as presented from the Clerk to replace the equipment and for this to be funded from the £25k Easement money.

#### **15. Any Other Correspondence**

The Clerk reported that County Councillor Kennedy recently went on a tour around his patch with highways officers to look at the bigger things that require improvement. He asked the local Parish Councils, Borough Councillors and MP if they had anything they wanted him to look at, so the Clerk sent him the Highway Improvement Plan and a couple of other suggestions and Councillor Kennedy produced a spreadsheet of the things that were put to him from the Parish Council's.

A Councillor raised the volume of litter that has quickly built up along Pilgrims Way and asked if signs can be put up as a deterrent. The Clerk will ask TMBC as this would fall under their remit.

#### **16. Duration of Meeting**

7.36pm to 8.47pm