

**AYLESFORD PARISH COUNCIL**  
**ENVIRONMENTAL SERVICES**  
**COMMITTEE**  
**TUESDAY 13 DECEMBER 2016**  
**MINUTES**

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**Present:** Cllrs Base (Chairman), Balcombe, Ms Dorrington, Elvy, Mrs Gadd, Gledhill, Homewood, Jones, Mrs Phibbs, Rillie, Shelley, Smith, Walker, Winnett, Wright

**In attendance:** Mr Harris, Clerk    Mrs Collier, Deputy Clerk

**Apologies:** Cllrs Mrs Brooks, Hammond

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**1. Apologies** – Cllrs Mrs Brooks (care of elderly relative); Hammond (working) Apologies and the reasons for them were noted and accepted.

**2. Declarations of Interests** – There were no declarations additional to those contained in the Register of Members’ Interests.

**A. FOOTWAYS/HIGHWAYS/LIGHTING MATTERS**

**1. General Highway Report** – No report to this meeting.

**2. Eccles Highway Matters**

**2.1 - Bull Lane/Pilgrims Way junction.**

Kent Highways have agreed to do a traffic survey and feasibility study in the New Year.

Local Bull Lane Safety Group continues to keep up the pressure on Kent Highways for improvements to this junction. Public meeting arranged for 19 January 2017 at Eccles Primary School starting at 7pm.

**3. Blue Bell Hill Highway Matters**

**3.1 - Planters** – Authority to site received from Kent Highways. To be installed in-house in the New Year.

#### **4. Aylesford Highway Matters**

4.1 - **Aylesford Village Square** - Awaiting revised plans from Amey following the consultation with residents.

#### **4.2 – A20 congestion between Larkfield and Aylesford**

**A20/Hermitage Lane** – Kent Highways have agreed with the developers a number of improvements to the traffic light sequence in a bid to relieve traffic congestion. Kent Highways have also agreed to widen part of the junction, this work to be undertaken as part of the developers snagging list but will be at Kent Highways expense.

Meeting arranged for 12 January 2017 with TMBC, KCC, Aylesford, Ditton and Larkfield Parish Councils to include traffic matters. Pre Parish Councils meeting to be arranged by Ditton.

4.3 – **Hall Road Motorway Bridge Broken Fencing and Litter** - Tracey Crouch MP has now taken this matter up with Highways England and is pursuing a response.

4.4 – **Rochester Road Water** – Second leak from Tottingham Farm pond overflow where the pipe appears to be blocked has been reported to Kent Highways as a potential hazard. To be pursued. **Clerk**

**5. Walderslade Highway Matters** – No report to this meeting.

#### **6. Public Footpaths**

6.1 - **River Medway Towpath MR 473** – Work continues on this project for completion by the end of March. BAM Compound set up on Yoakley paddock (adjacent to allotments on Forstal Road) using water supply from the allotments and will be contributing to costs.

#### **7. Street Lighting**

7.1 - Old Bridge Gardens lights painting will be done in house.

7.2 – Blue Bell Hill Slip road towards Rochester Road – All lights still out. Reported again to Kent Highways. To be pursued. **Clerk**

7.3 – Tunbury Hall Car Park – One column requires complete replacement - £850 already agreed. Whilst on site contractor will upgrade this and other columns to LED. Work due to take place next week.

7.4 – Streetlights maintenance contract. Awaiting revised price following Clerk's meeting with contractor.

8. **Car Parks** – No report to this meeting.

9. **Any Other Business/Correspondence**

Street Naming – New development on former Bridgewood Service Station Site, Blue Bell Hill. Suggested name Phoenix Mews. **Agreed** by local Member. **Clerk**

**B. RECREATION AND AMENITIES MATTERS**

1. **All Sites**

1.1 - Local **history signs** – Clerk will be looking at this following on from the Aylesford Village Square enhancement project.

1.2 - **Annual Play Equipment Inspection** - Received. Summary distributed to all Members and attached at **Appendix A** to these minutes.

**Wicksteed Repairs** – Work as listed totalling £3025.80 plus Rotabounce repair cost  
**Agreed** **Clerk**

**Work by other Companies:**

Ferryfield Multiplay repairs (Playdale) - £1000 **agreed** **Clerk**

Caloo Outdoor Gym Equipment – Annual inspection of all three sites, includes minor works as necessary - £885 plus VAT – **Agreed** **Clerk**

**In House Work** – Noted and **agreed.** **Clerk**

1.3 – **Grass Maintenance Contracts**

Works with Landscape Services were agreed on a three year contract – final year 2017. (Gangmowing all recreation grounds and surrounds, mow Old Bridge Gardens, pitch marking, hedge cutting, enhancement works). Therefore no changes in 2017.

Works with Kent Turf Care – Annual contract for The Hollow, on-going Podkin Meadow work, tree maintenance. To continue in 2017. Weed spraying to be done in-house subject to staff receiving appropriate certification. **Clerk** to negotiate continuing contract into 2017.

Works with Station Haulage – Annual contract for the Cemetery. To continue in 2017. **Clerk** to negotiate continuing contract into 2017.

**2018 Grass Maintenance Contracts/In house**

The Clerk proposed that he assesses work done by all contractors with a view to taking some tasks back in house in 2018. Gangmowing and pitch marking are likely to stay with Landscape Services but recreation ground surrounds and other smaller areas of council

owned land such as The Hollow and Old Bridge Gardens could be done in house with the existing workforce following a study and revision of work schedules and equipment. It was **agreed** that the Clerk should proceed with this assessment and report back to Committee during 2017. Members noted that some initial expenditure is likely to be required to upgrade existing equipment and to provide other specialist equipment not currently owned. **Clerk**

The Clerk also referred to a proposal received from Kent Highways to take over some Highway grass maintenance works for payment. Clerk will consider this in more detail and report back to the Committee in the new year.

**2. The Hollow** – No report to this meeting.

### **3. Ferryfield**

3.1 - Rugby Club – overflow car parking for festivals –26 March and 23 April 2017

3.2 - Dog Show 13 – 14 May 2017.

3.3 – Long term future of Wicksteeds Logworld multi-play equipment - Full replacement project proposal from Playdale to be received in the New Year and other ideas and prices to be sought from other companies. **Clerk**

### **4. Forstal Road Recreation Ground**

Clerk has contacted the Kent Petanque Association and requested information regarding the potential installation of a petanque pitch. Response still awaited.

### **5. Allotments**

Aylesford allotments – Water leak report. Leak has been located and alternative pipe placed on the surface put in on a temporary basis. The Clerk set out a proposal to relay main pipe along the main track as opposed to the centre of the allotments where it is currently located and where it is susceptible to damage from fencing posts, digging etc. Current spurs at either end of the site serving allotments nearer the river boundary fence will remain at the present time.

It was proposed by Cllr Winnett, seconded Cllr Mrs Gadd, that a price be obtained to relay the main pipe be requested from the contractor who has assisted in finding the leak (Kent Turf Care) and that the Clerk, in discussion with the Chairman of the Council, be authorised to agree for the work to proceed if they are of the view that it represents good value to the Council. **Agreed**

System now set in place in house for all water meters to be checked at least monthly to ensure leaks are detected sooner.

BAM continue to use the water supply for their compound on adjacent Yoakley Trust paddock land. Clerk will negotiate with them payment for water usage and retaining the pipe they have laid from the allotments to the paddock.

## **6. Eccles Recreation Ground**

6.1 – Memorial clock. Reinstatement of lettering. Stonemason looking at work involved and to provide a quote.

6.2 – New Electrical connection at the memorial clock for PA systems for events such as Remembrance Sunday and Christmas has been installed.

## **7. Tunbury Recreation Ground, Changing Rooms and Car Park**

7.1 – Winter tree maintenance work to be undertaken including tree overhanging garden of 83 Woodbury Road.

7.2 – Rocking Hedgehog – Quote to repair - £500 – included in inspection report.

**8. Blue Bell Hill Recreation Ground** - No report to this meeting.

## **9. Blue Bell Hill Pond Site**

In house tidying and new planting is in hand.

Resident has now written to the Clerk regarding the fence implying that the fence is on Parish Council land and therefore PC responsibility. The Clerk reported that there is no way of clarifying exactly where the boundary line is and therefore whether the fence is on PC land. The inside of the fence faces the resident's land which would imply it is his fence. If it were to be accepted that the fence is on PC land, the PC has no legal obligation to provide a fence. Aside from the damage to the fence caused by children (which Medway UA have agreed to pay for) the other damage has been caused by ivy growing from the residents garden. It was **agreed** that the Clerk should respond to the resident that the PC do not accept the fence is the Council's and therefore has no responsibility for its maintenance. **Clerk**

## **10. Cemetery**

10.1 - **New Regulations** are now being circulated to all interested parties as agreed at the last ESC meeting.

10.2 - Clarification regarding qualification as to **In and Out of Parish** (single or treble fees) required. The Clerk detailed the way it is currently determined as to how cemetery clients are charged depending on whether they live in (single fees) or out (treble fees) of the Parish. It was **agreed** that whilst the Clerk must have the discretion to consider each application individually, the general rule is that each transaction is considered separately and dealt with on the basis that only exception is if the deceased moved out of the parish in the last 10 years

before burial to a nursing home or to family due to age/health reasons; if they have moved out of the area for any other reason having pre-purchased an in parish grant of right, then it will be at the Clerk's discretion as to whether in or out of parish charge will be made at the time of burial but as a guide a maximum of 3 months was suggested.

10.3 – **Long term future extension.** This item will appear on the ESC agenda each month for progress report from the Clerk as appropriate. No report to this meeting.

**11. Churchyard** - No report to this meeting.

## **12. Old Bridge Gardens**

12.1 - Rat baiting programme – 12 month contract now in place and service reports being received.

12.2 – Quote received from removal of old grass cuttings deemed to be a rat environment - £690. **Agreed.** **Clerk**

**13. Mill Hall (Beside Rose Cottage/Old Bridge)** - No report to this meeting.

**14. Yoakley Land** - No report to this meeting.

**15. Walderslade Open Spaces** - No report to this meeting.

## **16. St Marks Square, Belgrave Street car park, New car park**

Minor repair to tarmac access road being investigated in order to prevent water accessing neighbouring property.

## **17. Podkin Meadow**

Clearance work has commenced and has been well received so far. On-going project.

## **18. Christmas Lights 2016 Report**

**Aylesford Village** – All lights, including two new ones, on.

**Eccles** – Four new lights and tree all on.

**Tunbury** - Tree on but Members commented that the arrangement of the lights is not as effective as last year – angled down rather than round and round the tree. Comment to be passed to contractor.

**Blue Bell Hill** - Tree outside the church on. Three of the six trees on the central reservation experiencing problems. Contractor has visited several times but fault is still occurring. Local member continues to monitor and report to the Clerk and contractor is endeavouring to resolve the problem.

#### **19. Any Other ESC Business/Correspondence**

1. TMBC request for contribution towards **2017 Y2Crew Scheme**. £500 **agreed**. Clerk
2. Report from TMBC Planning that there is likely to be an approach made to the Council by the proposed developer of the site at **Whitepost Field, Hermitage Lane**, regarding their proposed development which includes a new road structure as well as housing. When received it was **agreed** that the Clerk would contact Aylesford South (non Borough Councillors) members to consider this.

There being no further business, meeting closed at 8.25pm.