

## Harrietsham Parish Council Environmental Committee

Minutes of the Environmental Committee Meeting held on Monday 16<sup>th</sup> May 2016 in the Parish Office Committee Office starting at 7:30pm

1. Present: Cllr Glenda Dean, Cllr Ken Kay, Cllr Michael Williams, Cllr Malcolm Allardyce, Co Opt, Sharone Amos and David Oversby.
2. Apologies: No apologies. No members of the Public.
3. Minutes of the previous meeting were approved as signed. Proposed by Cllr Dean and seconded by Cllr Williams.
4. Matters Arising:  

Nothing to mention
5. Declarations of Interest declared  

Nothing to mention
6. Review of Amenities Contracts
  - 6.1 Amenities Contracts have been agreed with Heber. Due to the delay Heber had to hire additional heavier plant to deal with the overgrown grass at their own expense. This has caused a delay in the schedule of works which will be resolved in good time. Work has already started in a number of contractual locations.
  - 6.2 Booth and Baldwin field grass cutting was mentioned as to why HPC cut the verges. This apparently was a Gentleman's agreement. This will be discussed and reviewed prior to the current tenders are due for renewal in 2018.
  - 6.3 Medical Centre hedge at the rear of the property requires cutting. It was discussed that the height should be in the region of eight to nine feet. Cutting should be actioned during August and September. Amanda Broadhurst (Clerk of the Council) will seek advice regarding any height restrictions.
  - 6.4 Glebe Field hedge stretching from the Children's Playground up to and towards the Church requires cutting. Previously this was cut by 'Richard' but he cannot get to every part of the hedge with his side arm fledge cutter, so it will require finishing off with a strimmer for example. A cost will be sort from Heber for these small works. Cllr Ken Kay will contact Heber.
  - 6.5 Cllr Ken Kay will contact Cllr Tom Sam's relating to a barrier to be considered outside the Children's Playground to protect Children running out onto the road. This can be seen as a Health and Safety issue.
  - 6.6 Discussion relating to 106 monies to the value of Fifteen Thousand Pounds (£15,000) for additional Play Equipment and remedial works will require Full Council approval.
  - 6.7 Grass cutting around 'Percy' the pilgrim will be delayed due to bulb growth. The fence also requires a half rail to be replaced. Cllr Ken Kay to review.

- 6.8 General discussion regarding the current condition for all HPC owned benches. Due to none treatment over the past six years (approximately) they may well be beyond repair. Cllr Mike Williams will advise on the condition for all HPC benches and replacement costs where appropriate. Cllr Mike Williams also to check the Asset Register for all HPC owned benches. Recommendations would be presented to full Council.
- 6.9 Allotment boundary hedges requires cutting back under Contract No 5. The WEST side hedge was not in the previous contract, which was cut by Losa and Loder as a one off agreement. The EAST side of the allotments was in the old contract and cut by Heber. Trinity College Hedge resides to the left of the public footpath from the A20 and the Allotment hedge on the right needs to be included. The hedge that abuts Ten Acre Court is the responsibility of Bam Nuttall. The hedge on the boundary of the allotments needs cutting presumably in October. All other hedges to be cut once a year. Cllr Ken Kay to discuss possible costs with Heber.
- 6.10 Hedge growth along the A20 heading towards Lenham past the Railway Bridge on the LEFT hand side of the A20 requires cutting. Pedestrians have to walk into the road to avoid the over growth. Advice via the Parish Clerk as to who is responsible is to be actioned by Cllr Glenda Dean.
- 6.11 No further correspondence relating to the gate between the Churchyard and the Parish Council Meadow.
- 6.12 Seed Growth on the mounds in Glebe Field has been slow, due to Heavy rain and cold weather.

7. Amenity Manager stand-in-duties

- 7.1 Advertisement for an Amenities Manager will appear in the next FISH Scheme magazine. The pay scale is to be approved once assement of Duties has been agreed. Cllr Mac Allardyce to provide full analysis where Total hours of work will be identified. Salary will be within current Government minimum wage scale. Details will be provided to full Council. Once appointed He / She has overall Contract Management Authority. Prior to the appointment the following Councillors will both Monitor and report on the following Contracts:

Contract 1) Cllr Glenda Dean  
Contract 2) Co Opt – Sharone Amos  
Contract 3) Cllr Glenda Dean  
Contract 4) Cllr and Chairman Ken Kay  
Contract 5) Cllr Malcolm Allardyce  
Contract 6) Cllr Mike Williams

8. Items for discussion at the next Meeting  
Nothing mentioned.
9. Date of next meeting – 20<sup>th</sup> July 2016.
10. Meeting Closed at 20:45hrs

