

HALSTEAD PARISH COUNCIL

MINUTES OF THE AMENITIES & HIGHWAYS COMMITTEE MEETING HELD ON WEDNESDAY 1 JUNE 2011 AT 18.00 IN THE PARISH ROOM, CHURCH ROAD

PRESENT: Cllr. Jeff Baldwin -Chairman
Cllr. Barrie Blundell
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk .

The meeting convened at 18.05

1 ELECTION OF CHAIRMAN

Cllr. Grosvenor proposed Cllr. Baldwin, seconded by Cllr. Blundell, there were no other nominations, carried unanimously.

RESOLVED: Cllr. Baldwin was duly elected Chairman for the ensuing year

2 ELECTION OF VICE CHAIRMAN

It was agreed there was no requirement for a Vice Chairman at this time.

3 APOLOGIES

Apologies were received and accepted from Cllr. Terry Brooker who had a prior engagement. Members signed the attendance register.

4. DECLARATIONS OF INTEREST - Nil.

5. PLAY AREA

5.1 New ride

The Clerk had sourced prices and ride illustrations from Wicksteed Leisure, Safe and Sound Playgrounds, Russell Play, SMP Playgrounds, Kompan and Jupiter Play.

Cllr. Grosvenor had also been in touch with SMP and received information about grants. SMP provide a grant sourcing service at a cost of approximately £150.

It was **Resolved** that the Clerk will deal with grant sourcing as she has done so successfully in the past and this is part of her job description.

Considerable discussion took place on the cost of replacing rides and possible relocation of the play area.

The prices of rides discussed varied from £4,888.00 to £33,995.00. It was noted that the supplier of any equipment would need to check that the safety surface was suitable for some of these rides. The cost of replacing the safety surface was not available but cost could exceed £10,000.

After further discussion Cllr. Baldwin proposed, unanimously agreed, to put to Council that repairs should be made to the damaged ride and the other equipment should be repaired and repainted as necessary.

It was **Resolved** to put to Council that the relocation of the play area should be investigated as a long term project.

Cllr. Grosvenor would like Council to consider installing a roundabout in the play area.

5.2 Replacement litterbin

The Committee discussed this and **Resolved** to put to Council that a Tidy Bear bin at the cost of £212.38 should be purchased for the play area. It was agreed that this type of bin might encourage youngsters to dispose of litter in the correct manner.

5.3 Emptying of bin and clearance of play area

It was **Resolved** that Cllr. Baldwin would empty the bin weekly.

Clearance of play area to be discussed at the next meeting.

5.4 Risk Assessment

The committee agreed that a weekly check should be carried out.

The Clerk advised that following the Health & Safety Workshop she had attended, she has been informed that if Councillors do not wish to carry out a risk assessment she must do so. She is also required to carry out a regular risk assessment on Council's properties and assets.

5.5. New signage

The Clerk will get prices for the sign required by Health and Safety.

5.6 Bench replacement

The Clerk had contacted Earth Anchors Ltd for the cost of a bench made from recycled materials. A backless bench was £179; a bench with a back was £289.

The Clerk had been advised by Knockholt PC's past Clerk that the Parish had been given free of charge two recycled material benches by Waitrose. She was investigating this, to date with little success.

6 DOG WASTE DISPOSAL SIGNAGE

Costings from Contract signs were discussed for both self-adhesive and aluminium extrusion signs both of which were expensive. Self adhesive: 20@150 x 200mm = £50; aluminium 20@150 x 200mm = £159.80, both plus postage. It was **Resolved** to recommend to Council that the Clerk produce in-house posters as previously. Cllr. Baldwin suggested that the Clerk request a copy of the self adhesive sign free of charge for information.

7 FOOTPATHS

Clearance and cutting

It was noted that the service will be reduced in this financial year and only well used routes will be cleared. The footpaths list provided for cutting omitted several paths. It was agreed the Clerk should contact Sevenoaks PROW officer to clarify the situation.

8 FLOWER BEDS

Sponsorship

Bob Baker, landlord of the Cock Inn has indicated that he would like to sponsor two flower beds. It was **Resolved** that the Clerk would contact him prior to the Council meeting on Monday 13 June.

Cllr. Baldwin will speak with Mrs Ann Jones, West Kent HA to ascertain if the West Kent Extra Linda Hogan Fund will operate for 2011/12.

It was noted that Cabbages & Kings Tea Shop might like to sponsor flower beds in the future.

Mrs Anne Mant of French Street Nurseries had declined the invitation to sponsorship flower beds.

9 PAVILION

9.1 Redecoration

The specification is being prepared.

9.2 Fire Protection Services

A new company has contacted the Clerk concerning the supply and servicing of fire extinguishers. This will be discussed by the Finance Committee

10 PARISH AND TOWN COUNCIL SEMINAR

This will take place on 12 July and is limited to one person per Parish. Cllr. Baldwin will represent Council.

11 FREIGHTER BULK COLLECTION SERVICE

It was **Resolved** to put to Council that the Freighter Collection should be undertake in Fort Road on Saturday 27 September from 7-8am. It was agreed that every home should be leafleted to advise that this was happening and usage of the freighter should be monitored.

12 WHITE ROAD LINEAGE & SCHOOL SIGNAGE OF- OTFORD LANE

This related to white zig-zag lineage outside the school. The Clerk will contact KHS to find out when this will be installed. It was agreed that Cllr. Baldwin would cut the hedge which was obscuring the school warning signs in Otford Lane and the play area signs in Station Road.

13 INFORMATION

The Clerk had reported to KHS on 16 May that the 30mph repeater sign at the crossroad in Station Road required replacement due to its instability. The base has totally corroded.

The meeting closed at 19.55