

BOXLEY PARISH COUNCIL

www.boxleyparishcouncil.org.uk



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To All Members of the Council, public and press.

6 October, 2014

There will be a meeting of the Estates Committee on **Tuesday 14 October 2014** at Beechen Hall, Wildfell Close, Walderslade commencing at 7.30 pm when it is proposed to transact the following business:

1. Declaration of Interest or Lobbying.

Members are required to declare any interests, requests for dispensation, lobbying or changes to the Register of Interests.

2. Apologies and absence.

To receive apologies for absence.

3. Minutes of Previous Meeting 12 August, 2014.

To consider the minutes of the meeting and if in order to sign as a true record (previously circulated).

To adjourn the meeting to allow the public or press to comment

4. Matters Arising From Previous Minutes

4.1 Minute 2660/4.2. Boxley Parish Playground Strategy. See report on (pages 3-6).

4.2 Minute 2671/6 Boxley Village Green and South Wall - The Clerk has prepared a report and photographs for English Heritage and is awaiting a date for a site visit.

4.3 Minute 2672/11 Relief Caretaker position. The role of Relief Caretaker was successfully filled by Peter Carter after formal interviews had taken place at the beginning of September. His official start date was 29 September.

4.4 Minute 2672/12.2 Personal License cover for Beechen Hall further investigation is required which it is hoped will be available for the meeting.

5. Dove Hill Allotments

5.1 To receive an update from Cllr Bob Hinder- see report on (pages 6 -7).

5.2 Additional grass cutting at Allotments – Now that all the allotments have been taken up the office has approached Landscape Services to see if there will be a reduction in the cost of the additional strimming requested last month. It is likely that a site meeting with the contractors will take place to clarify the areas that need to be cut. It is hoped an update will be available at the meeting.

5.3 Repairs to fencing at Allotments – see report on (page 7).

6. Matters for Information

6.1 Kent Orchard Project for WDJO – see report on (page 7).

6.2 Condition of Box Trees at Boxley Green – Cllr Vic Davies to give a verbal report at the meeting.

6.3 Location of Commemorative Plaque – The Clerk is suggesting it be located immediately in front of the wall to the south of the war memorial and angled slightly towards the war memorial. The exact location, unless guidance is received will be cleared with the Chair and Vice Chair of the Estates Committee.

7. Community Probationary Service

To consider using this work force for undertaking small tasks on parish council property see report on (pages 7-8).

Ten minute comfort break (if wanted).

8. Assistant Clerk's Report

- 8.1 To receive hire fees for August/September with a comparison for the same period in the previous year please see report (page 8).
- 8.2 To receive a marketing update see (page 8).
- 8.3 To receive Income and Expenditure report see (page 9).
- 8.4 Account balance as at 30 September 2014 see (page 9).
- 8.5 Accident Report see (page 9).

9. Beechen Hall Extension

To receive a report and ball park costings from Faithdean RS see report on (pages 10- 12).

10. Policies and Procedures

10.1 -Bouncy Castle Policy Housekeeping - is considered still fit for purpose.

11. 2015/16 Budget - to consider and agree the budget for 2015/16 see enclosure.

General Budget

- 11.1 Interpretation Board at Impton Lane – see report (page 12).
- 11.2 Additional Seating at WDJO - see report (page 12).

Beechen Hall Budget

- 11.3 Height Barrier at Beechen Hall. To start planning for a replacement if a repair cannot be made.
- 11.4 Publicity Board at Beechen Hall - Report to follow.

12. Matters for Decision

None at the time of compiling the agenda.

13. Date of Next Meeting. Tuesday 9 December, 2014 at Beechen Hall, Wildfell Close, Walderslade, Chatham commencing at 7.30 p.m. Items for the agenda must be with the parish office no later than 28 November, 2014.

Clerk to the Council

REPORTS AND ITEMS RELATING TO THE ESTATES COMMITTEE MEETING 14 OCTOBER, 2014.

Item 4.1 Boxley Parish Council Playground Strategy – Purpose of item for information and decision in order to make a recommendation to the Parish Council.

Playground Strategy

1 Introduction

The parish council has no formal strategy to provide playgrounds¹. It currently supplies (on a long term lease) a toddler playground² at Weaving Diamond Jubilee Orchard but this came with the lease for the orchard.

In the provision of services a parish council has to act:

- Within the law. Note: The Parish Council has the legal power to provide playgrounds
- Prudently. Note: It must have the finances to a) meet the initial cost and b) any long-term ongoing costs
- Reasonably. Note: Any decision it takes should be able to be judged, by a reasonably minded person as reasonable

To meet the last two bullet points the parish council should be prepared to prove, by a clear administrative trail, that it has acted in an open and accountable way and that there is an identified need for the expenditure.

2 Maidstone Borough Council Blue and Green Structure Plan

The consultation period for this has ended but major changes in how MBC supplies and assesses need for playgrounds prompted a request by the Estates Committee that the Parish Council investigate taking over Shepherds Gate Drive playground which has been identified as ultimately being removed and replaced with a playground at Grovewood Drive North³. MBC's methodology for judging need is that every child shall be within a 12 minute walk of a playground.

3 Playground Provision within Boxley Parish Council

Grove Green – currently has 4 playgrounds (reduced to 3 under the Blue and Green infrastructure strategy – which this report will work to):

- Shepherds Gate Drive (multi age equipment)
- Weaving Heath (sports wall)
- Weaving Diamond Jubilee Orchard (BPC run toddler equipment)
- Grovewood Drive North, it is proposed by MBC, to be replaced (toddler equipment)
- Timber Tops (toddler equipment)

Grovewood Drive North is to be replaced with a larger multi-aged playground with Shepherds Gate Drive being closed.

Timber Tops playground is marked within the MBC strategy as needing improvement.

Areas that are deficient of any playground and in the cases of Sandling and Boxley villages any substantial information recreation areas, are:

¹ In this case meaning an area with static play equipment.

² Toddler Play Equipment or Areas – play equipment and areas suitable for children under 6 years old.

³ There are no further details on this but it was mentioned by an officer that it would be a mixed age usage and Grovewood Drive North was chosen as there was enough space to put a large play ground in and there is also room to expand in the future.

- Boxley Village
- Sandling Village
- Walderslade

Summary 1

The Parish Council has no formal strategy concerning the supply of play areas. Three areas have been identified as lacking any formal playgrounds – Boxley Village, Sandling Village, Walderslade. Access to formal play in the majority of the parish is poor to none existent.

4 Playground Supply Strategy

If the Parish Council wishes to proactively take on responsibility for the provision of playgrounds then the 'expenditure is commensurate with gain' issue must be considered. It must also decide what age range or ranges it wishes to target etc.

MBC has a strategy of a 12 minute walk to the nearest playground (see appendix A). It has no strategy to proactively provide playgrounds in any area that is deficient of such provision. Playgrounds and play areas will have to be provided using other sources of funding (section 106, Parish Councils etc.).

Summary 2

Without large scale development or funding from the Parish Council it is unlikely that playgrounds in Boxley, Sandling or Walderslade will be provided.

Q1 If a PC is considering supplying playgrounds should it not first go to an area of need?

Clerk note: The Parish Council has investigated Boxley and Sandling village and Walderslade – the Parish Council has been looking at linear play areas within Walderslade Woods. Should this be investigated further? The lack of available land means that a playground could not be introduced.

5 Financial cost of operating a playground

These include:

- Cost of set up or refurbishment. Three timber pieces at Weaving Diamond Jubilee Orchard cost £3,100 (2012 prices). The play area refurbishment (fence, swings, repairs to safety surface seat, new path etc.) cost £6,880.
- Cost of safety training or employment of company to undertake regular safety checks
- Staff time and mileage – if they are responsible for the tests
- Cost of annual safety check. The cost is calculated on a per play item etc. So approximately £150 - £200
- Insurance. Weaving Diamond Jubilee Orchard playground cost £160 per annum for the equipment and fencing.
- Ongoing liability for maintenance, repairs and replacement equipment.

Summary 3

Play is an important part of the development of children and play grounds are an investment in play for future generations.

Taking on the responsibility of a playground or developing a playground is expensive.

Clerk's note: If the Parish Council decides to spend money only in one area it must be seen to make the right decision – acting prudently and reasonably.

6 How to progress

It is recommended that the following approach is followed⁴:

Recommendation: Prior to considering taking on or creating a play area/s the following should be followed:

- *Any investigation should be impartial and lacking in emotion or pander to public pressure.*
- *A similar survey, as undertaken by MBC, on where there is play provision, what it is and where it serves should be completed.*
- *A condition survey for the site being considered for adoption must be completed. Forward maintenance plans must be provided, in summary a business plan for each site will need to be completed.*
- *An analysis of commensurate gain against expenditure should be produced.*

Clerk note: Some of this work has already been completed in the parish audit.

The Clerk is suggesting that the parish council should:

- Ask and answer why the parish council wants to do this and what it wants to achieve
- Decide on the strategy for deciding need where there is or is not sufficient need.

Q3. Is the MBC 12 minute walk criteria is reasonable?

- Having decided on (b) undertake a paper investigation to identify where there is a need. What type of need (toddler or youth?). Can something be done? Is there a clear priority for playground development?
- Having undertaken (c) you can test the conclusions of the paper investigation by putting articles in the Downs Mail, Facebook, website etc. asking for residents' views.

Clerk note: *If the Parish Council does (d) then it is raising expectations so it needs to be very careful.*

Appendix A.

Extract from Maidstone Borough Council Blue and Green Structure Plan

Distribution and Mapping

*To understand the distribution of play area provision for different age ranges in terms of quality, a mapping exercise was carried out in 2013 to identify the range of provision available. This showed where there were areas of over and under provision across different areas and which areas suffered from a lack of quality as recognised through the PASM. Maps from this exercise can be found in **Appendix 2**.*

Setting a local standard – That the majority of households will be within a maximum of 12 minute's walk of a 'good' play area – many will live closer than 12 minutes walk.

A walking time of 12 minutes from home was proposed to the Community, Leisure Services and Environment Overview & Scrutiny Committee in April 2013 as reasonable provision within easy reach for all age groups, with the large majority of households in the borough being within this range. Physical barriers such as the River Medway, main roads and railway were taken into account in the mapping process.

To ensure play area conditions are kept to a good standard it was proposed to Committee that a network of key sites be designated as 'Strategically Important Play Areas' (SIPAs) to ensure funding be driven towards these areas. Equally those areas not considered to be part of this network will be known as Non-Strategic Play Areas (NSPA).

Through the mapping exercise it must be acknowledged the lack in provision of youth facilities in the areas of Headcorn, Detling, Lordswood, Harrietsham, Teston and Yalding; and the lack of children's play facilities in Detling. The majority of open spaces in these areas are Parish owned. The priorities outlined later in this document emphasize the provision of suitable play and teen equipment opportunities.

Thus planning outdoor facilities for children and youth should be prioritised in the parish areas identified, through Parish or Neighbourhood Plans developed by local communities

Appendix B.

⁴ Clerk's note included in the **Play areas strategy response and briefing note 12.02.14** supplied to the Environment Committee.

Extract from Maidstone Borough Council Blue and Green Structure Plan

6. Priorities and outcomes for this strategy

Priority One – To seek to provide an appropriate number of play areas throughout the borough.

Outcomes – what we plan to achieve

- A network of Strategically Important Play Areas (SIPAs) will be developed based on a 12 minute walking time across the borough that meets the needs of residents.
- Working alongside Planning colleagues we will embed the principles of the SIPA network into new development plans additional to the application of the NPFA standard. This in turn will determine the scope of on-site and off-site S106 contribution requests.
- Where there is an identified lack of provision through gaps in the SIPA network the creation of additional play sites will be undertaken, wherever possible, in partnership with others.
- The Non-Strategic Play Areas identified will be offered out to the community and partners for asset transfer, and where this isn't possible will be returned to open space.

Priority Two – improving the quality of play and outdoor activity facilities for all age groups.

Outcomes – what we plan to achieve

- When an area is being renewed or refurbished that, where possible, equipment aimed at all age groups are included in the design.
- Users and residents will be included in consultation to promote positive community participation in local projects.
- We will support the Parish Councils in their endeavour to improve their play areas in the SIPA network by implementing the Parish Play Area Grants Scheme for five years. **This will require Parishes to provide match funding from other sources.**
- We will upgrade the inspection and reporting process for the ongoing maintenance programme by proposing the introduction of hand held monitoring devices to make more effective use of resources.

Priority Three – maximising funding opportunities available

Outcomes – what we plan to achieve

- Use of the PASM identifying those play areas that require improvement to drive funding to these areas.
- Determining the capital receipts available to support the improvement programme proposed to improve standards and quality.
- That S106 off-site developer contributions will be recommended for the improvement of SIPAs where available.
- That all procurement options will be explored to obtain Best Value.

These priorities and outcomes are important to Maidstone as they support the outcomes laid out in the Strategic Plan, by planning to maximise our leisure and cultural offer to enhance the quality of life for our residents whilst attracting visitors, new residents and businesses.

Item 5.1 Dove Hill Allotments – Purpose of item for information.

Allotment Report 2014

The official opening by Andy Garland from BBC Radio Kent went off extremely well and was given good coverage in the Down's Mail and the KM.

It is pleasing to note that we have now achieved full occupancy of the plots and a waiting list has been created. An "army" of helpers for the last plot to be let descended on it on Sunday and it was nice to see children again getting stuck in to the work.

Thirdly at last the work has been carried out by Gallagher's at the entrance and I have taken a number of pictures to enable members to see how it progressed. It started with a little hick up that left me sitting down there for over 2 hours waiting for them to start – only to be told eventually by the office that it would be the following day. There was, during the work, a complaint lodged but I intend to deal with this privately. A little bonus was that there was a small amount of tarmac left over so they went up the road filling holes toward the Scouts quarters. There was also an amount of stone left over from the creation of the soak away and this was taken up to the top

of the site. The following day Ivor and I got out the shovels and wheelbarrows and used it to backfill against the fence in order to improve the “anti-rabbit measures.”
Bob Hinder

Item 5.3 Repairs to Allotment Fencing – *Purpose of item for information only.*

Damage was caused to the fence and post at the car parking area of the allotments, repairs have been undertaken at a cost of £456 and a claim is being made against the drivers insurance.

Item 6.1. Kent Orchard Project for WDJO – To receive and consider the Clerk’s report.
Purpose of item for information.

The Mid-Kent Downs Countryside Partnership has obtained a grant to run a 3 year project ‘Kent Orchards for everyone’. The project has a number of programmes:

1. Heritage – The heritage of fruit growing in the Garden of England.
2. ‘A winter’s tale’ - long lasting orchard warden training.
3. Management plans.
4. Conserve and restore
5. Orchard education – ‘schools out’.
6. ‘Guided walks’ – a bee or not a bee
7. Interpretation
8. Web hub
9. Heritage celebrations
10. ‘Publicity and promotion’.
11. Kent orchards ‘garden of England’ Trust.

A part-time officer Pippa Palmar has been appointed to run the project and she visited the office to introduce herself.

The parish council would benefit from being part of this project as a number of the programmes support what the parish council has indicated it wishes to see. Pippa has visited the orchard and is very enthusiastic about the help she thinks the programmes could give. The orchard’s location, in the middle of large housing development, and the fact it has created a historical link to the past makes it different from other community orchards she has visited. Pippa was supplied with a lot of information and has borrowed a publication Ancient Roots, new shoots – stories and prints of a changing landscape to undertake some research.

Currently there is no financial impact on the parish council of being included in this project and the committee will be kept updated as matters start to progress so that they can monitor the situation. A request from Pippa to try to locate, for programme 1 - Heritage – The heritage of fruit growing in the Garden of England, residents that were involved in the production of Ancient Roots, New shoots and also any other resident who may have knowledge of the area before the development is being progressed with an item in the next Downs Mail. Pippa also hopes to get additional coverage in the main part of the magazine.

Item 7. Community Probationary Service – To receive and consider the Clerk’s report.
Purpose of item for information and decision.

Community Probationary Service.

Member’s views are sought on using this work force for undertaking small tasks on parish council property. It is suggested that the refurbishment of the disabled wheelchair path at Weaving Diamond Jubilee Orchard might be such a suitable task.

The grassed covering to the rubber honeycomb base has now worn down. It is suggested that the following work is required:

- Secure the path area from use by erecting temporary French pin fencing and ropes around the whole path.

- Remove any weeds from the path.
- 'Rough up' the existing ground to prepare for replanting.
- Apply top soil and tamper down by walking across it to create a firm (but not impacted) smooth surface.
- Apply ??? Do members wish to see it seeded or turfed?
- Tidy up any waste and arrange for it to be disposed of.

If members agree to the use of CPS this could be a trial run. To obtain the support of a CPS work group an application has to be made to the authorities so there is no guarantee that this task would be adopted.

Item 8. Assistant Clerks Report – for information.

8.1 To receive Hall Hire Fees for Aug/Sept with a comparison on the previous year
(Brackets indicate income over same period previous year).

	2014/2015	2013/2014
Casual	£1,466.99	(£1,048.25)
Regular	<u>£4,969.93</u>	<u>(£4,880.13)</u>
Total	£6,436.92	(£5,928.38)
Cumulative figures for		
Casual	£ 4,935.27	(£6,058.82)
Regular	<u>£15,395.01</u>	<u>(£16,001.45)</u>
Total	£20,330.28	(£22,060.27)

8.2 To receive a Marketing update on Beechen Hall. Purpose of item, for information.

I am pleased to report that bookings have picked up since the committee last met. However majority of these bookings are for children's birthday parties. Further marketing needs to be done to encourage evening bookings and with the help of our recent work experience student Hannah Dengate the hall has produced a banner promoting the hall as a venue for hire. It is intended that this is used in conjunction with the new noticeboards being considered for next years budget. Below is a snapshot of the sign. You will see that a new logo has been designed for the Hall which will be adapted on all literature including letterheads, booking forms and publicity brochures.



8.3 Income and Expenditure report to 30 September 2014

Beechen Hall	
1 April 2014 to 30 September 2014	
	£
Revenue	21,321.25
Less costs*	729.70
Net Revenue	20,591.55
Less Expenses	19,571.37
Other Income	0.00
Net Surplus	1,020.19
Estimated PC Office Running Costs	1,896.00
* Costs include consumables and damage waiver	

8.4 Account Balances – HSBC- as at 30 September (2014)

Beechen Hall	
Account Balances as per bank statement at 30 September 2014	
	£
Current Account	15,619.00
Reserve Account	25,000.00

Item 8.5 Accident at Beechen Hall.

As required by members a report is made to the committee is there has been an accident at the hall. The Chairman and vice-chairman were notified, via e-mail, on the day of the accident. Clerk's report 29 September 2014 accident report.

A 3 year old child leant against the radiator in the disabled toilet and received a minor burn to her left forearm. First aid was administered at the office by the Clerk and after a long soak in a bowl of cold water the mark had almost disappeared. The mother was asked to notify the office if there was any change to the situation and to seek appropriate first aid if required.

On investigation the disabled toilet's radiator thermostat had been increased to mark 4 when it is generally kept at 2.5 or 3. Apologies were given to the mother and child and this was followed up with a letter apologising and detailing the action that will be taken.

Action taken: The caretaking staff were alerted to the issue and asked to keep an eye on the settings: caretaking staff would stress to casual hirers that they should only use the wall thermostat to control the heat; regular hirers will be reminded that they should not touch the individual radiator thermostats and should use the wall thermostats to control the hall temperature but if they really had to adjust a radiator thermostat setting then they must return them to the previous setting, but no higher than 3, prior to leaving.

The higher setting on the radiator is the main issue however what has been realised is that the controlling thermostat is in the foyer and with the front door being opened and closed it isn't turning off the flow of hot water. On the morning the thermostat was up to 20 and this probably didn't help matters. This thermostat will be kept lower with the radiator thermostats in the office put slightly higher to ensure reasonable office working conditions are maintained, should this not work then the office does have a fan heater to boost the temperature.

Prior to this date since 1997 there has only been one accident reported that relates to burns from hot radiators. The previous accident was prior to 2003 with a child, attending a pre-school club, trapping their hand down behind radiator pipes in the committee room and the action taken then was to box these pipes in.

Item 9. Beechen Hall Extension – *To receive a report on the meeting and to consider the cost implications. Prior to the undertaking of any additional work members' views are sought as this will be a costly (time and money) project.*

Following a meeting with Faithdean RS outlining the objectives set out and agreed by the committee for extending Beechen Hall, ballpark costings were received for 3 options. The criteria given to Faithdean was as follows:

Beechen Hall Extension Brief for initial talks with relevant companies

Beechen Hall is owned and operated by Boxley Parish Council. In 2013 it was suggested that a large covered area immediately outside the hall entrance and parish office is enclosed to reduce heat loss. This area is used by smokers and when this issue was raised a larger debate followed resulting in an agreement to obtain professional advice on the options that could be considered for a possible extension to the hall.

What is attractive about the hall?

- The external and internal look of it.
- A large foyer appears welcoming and is used as a waiting room for adults waiting for their children attending classes. Karate also uses it for teaching smaller children.
- The advertising opportunity the foyer walls offer.
- Lighting and décor.
- Good clean facilities.

Deficiencies identified

- Current front doors will soon need to be replaced. These lead into a large foyer and heat loss occurs when the doors are opened and in some cases left open for long periods.
- Lack of storage for hall and parish office.
- Small committee room .
- Enclosing of covered cubicle area would displace smokers to?
- Guttering is insufficient for water run-off of roof over parish office.

Limiting factors at the Hall

- Planning permission (if not completed in the next two years) would be needed for any large scale changes.
- Surrounding trees are protected by TPOs limiting changes to footprint.
- Structural issues?
- Sheds at the end of the hall currently limit any expansion that way.
- Access to toilets and kitchen if for example the committee room is moved to another area.
- Underground services.

Ideas put forward by Councillors

- Swap the office with Committee Room.
- Develop the loft space above the office, with a proper access installed in the back storage room, for storage.
- Expand the committee room to increase potential for hire.
- Extend the hall to the shed area.
- Expand the office into an L shape.
- Reduce the size of the foyer to increase the size of the committee room.
- Reduce the size of the outside covered area by enclosing some or all of it if necessary providing a smoking area away from the hall.
- Use of a basement for storage.

Option 1

To extend the hall at the rear towards the FOBW and SMB Sheds this will give an additional 1500mm of storage space along the rear wall to accommodate tables and chairs thus freeing up the table and chair storage area for use by the parish Council and possible regular hirers.

Budget £18,500 – £22,500

Option 2

To extend the front elevation to the maximum distance of the existing boundary as anything less in Faithdean's opinion would not produce the internal measurements required by the committee. They also stated that the building would require extensive roof configuration
Clerk's note: clarification will be sought on what this actually means or refers to.

The idea of a conservatory type building for this option was discussed, and for the budget allowed this would have a lean to roof.

Budget £32,500 – £35,500

Option 2a

A purpose built extension to the front elevation with a purpose built roof.

Budget £35,500 – £42,500

Both options 2 and 2a will increase the size of the committee room, and provide a porch area at the entrance to the hall.

A plan will be available showing all three options at the meeting.

The figures provided are estimated values only to give the committee a rough idea.

In addition to the above costs, there will be planning and building control fees, drawings will need to be produced at a cost to be advised.

Assistant Clerk's comments.

I have investigated the possibility of external funding and the following was received from a funding officer at KCC.

The KCC Village and Community Hall Grant is available for village or community halls in Kent that are registered charities run by independent management committees set up in accordance with the ACRE model constitution.

From your email I am not sure whether you have a separate management committee or whether the management of the hall is the parish council.

There are other sources of funding although parish councils are not able to access all the funding streams that a charity would be able to.

Awards for All

This provides grants of between £300 and £10,000 to not-for-profit organisations. The fund supports land, building, refurbishment, landscaping or property projects (including playgrounds and temporary buildings) costing less than £25,000 (including VAT). One of the criteria for the grants is that it will improve urban environments so communities are more able to enjoy them and encourage healthy, more active local communities.

<http://www.biglotteryfund.org.uk/global-content/programmes/england/awards-for-all-england>

Many funders are looking for projects which involve refurbishment or extension and will result in more active community use, funding for storage is a little harder to come by.

Biffa Awards

Biffa Awards have a small grant that is for between £250 and £10,000. This supports community projects including those in church halls, and parish councils where project costs are no more than £30,000 including any VAT that has to be paid. Walderslade would seem to be within the eligible area for funding, but you will need to check this with the website. This fund requires evidence of access to the public and usually supports refurbishments and the development of playground areas. Applicants must find a third party contributor for at least 5% of the grant being applied for.

<http://www.biffa-award.org/home>

The committee's must now decide if it would like to proceed after considering the facts above.

Item 11. 2015/16 Budget – purpose of item for information and decision

Estates Gen Budget.

Projects submitted for consideration:

Cllr Geoff Smith has requested a tree interpretation board at the Impton Lane Open Space.

Clerk's observations on the suggestion. Impton Lane OS is small and is not extensively used. Apart from a very fine Oak Tree specimen there are no other trees of note; most being rather tatty and small. Footfall past any sign erected would be minimal and there is also a risk, as the area is not overlooked, of vandalism to any board.

The Walderslade Woods development is situated within an ancient woodland with many specimen trees within the actual woods themselves but also situated in closes and on highway verges. Interpretation boards do exist within the three wooded valleys but there are none on Impton Lane. There is a possibility, and the appropriate permission will need to be sought from KCC Highway and Transportation, for a suitable location to be found on Impton Lane by the side of the footway to have such a board. Such a location would have a lot of passing traffic and if chosen well then many of the trees that Cllr Smith suggests should be featured on the board could be seen.

Additional seat at WDJO. In 2013/14 an additional seat had been requested for top part of the orchard but it was decided to wait to see what happened with the proposed shop development at Penhurst Close. Houses have now been built at Penhurst Close and members are asked for guidance on the need for additional seating.

Clerk's comments: When undertaking visits to the area I have observed the following. The seats in the play area and at the top of the path are well used. On one occasion I have found two ladies having a picnic in the area where the seat was proposed and when I suggested a seat was needed they said they preferred a rug as it was more like a picnic. On other occasions residents have commented positively about the maintenance of the area with some commenting that they liked the natural feeling of the top area. No requests from residents have been received for additional seating. Cllrs Vic Davies and Sullivan and the Assistant Clerk also undertake regular visits to the area and they may have public feedback to offer.