

**Minutes of the Estates Committee Meeting held at Beechen Hall, Wildfell Close,  
Walderslade on Tuesday 15 April 2014 at 7.30pm.**

Councillors present: Mr Vic Davies (Chairman), Mrs Pat Brooks, Mr I Davies, Mr P Dengate, Mr Bob Hinder, Mr P Sullivan, together with the Clerk.

1. **Declaration of Interest or Lobbying.**

Dispensation notification for Item 5: Cllrs Dengate, Ivor Davies, Vic Davies, Hinder and Sullivan. Cllr Ivor Davies reminded members that he was a member of the WWG (item 12).

2. **Apologies and absence.**

Cllr G Smith (unwell).

3. **Minutes of Previous Meeting 11 February, 2014.**

The minutes of the meetings were **agreed** and **signed** as a true record.

As there were no public present the meeting was not adjourned.

4. **Matters Arising From Previous Minutes.**

4.1 Minute 2623/4.1 Yew Tree at St Mary and All Saints Church. The Chairman notified the meeting that the tree had been felled but two stumps remained at the site. The Clerk was asked to check why they were there and arrange for their removal. **Action: Clerk.**

The Chairman notified members that he had been approached to have the old middle drum stone removed from the closed churchyard. After discussion the Clerk was asked to investigate whether it could be placed beside the planned bench and report back to members. **Action: Clerk.**

4.2 Minute 2623/4.4 Village Signs. The Chairman reported that the installation of the new post had been completed the previous day.

4.3 Minute 2624/8. MBC Play Area Strategy. The Chairman gave a report on the condition, excellent, of the site and play equipment at Shepherd's Gate Drive. After discussion it was **agreed** that further investigation was needed before the Parish Council could consider whether to take the area over. **Action: Clerk, Cllr Vic Davies and Cllr Sullivan.**

Members were requested to notify the parish office of any ideas or views on what the land could be used for if the equipment was not there.

5. **Dove Hill Allotments.**

5.1 Members **received** and **noted** Cllr Bob Hinder's report.

5.2 Access road to the site. The Clerk was asked to urgently obtain from Gallagher's Group the quotations for the improvements. It was **agreed** that an extra Estates Committee meeting would be arranged to consider the quotations. **Action: Clerk.**

6. **Interpretation Board – Impton Lane**

After consideration it was **agreed** that the suggestion should be placed on the October agenda for discussion on whether to include the project in the 2015/16 budget. **Action: office.**

7. **Earmarked Reserves.**

Members **received** and **noted** the Clerk's report. It was **agreed** that a budget entry 'Contingency Fund' would be included in the 2015/16 budget. **Action: office.**

8. **Boxley Village Green.**

Members **received** and **noted** the Clerk's report on the site visit with a local resident. After discussion it was **agreed:**

- To contact the MBC Conservation Officer as the wall may be included within the listed classification of Parsonage Farm.
- Clear the area, east of driveway to Parsonage Farm, of the undergrowth and self-seeded sapling. Grass seed the area and add to the grass cutting schedule.
- Consult the MBC Landscape Officer regarding the large Cherry growing in the undergrowth.

- Arrange for the newly planted bushes to be removed.
- Members indicated that their initial views were to cut down the height and cut back the width of the ivy growing on the wall. Concern was raised about the parish council's liability of removing the ivy if it damaged the wall. Advice to be sought from the Conservation Officer.  
**Action: Clerk.**

9. **Matters for Information**

- 9.1 Boxley Burial Ground. **Noted** the Parish Clerk has refused a request for an internment.  
9.2 North Wall Boxley Green. **Noted** that some stones have disappeared and that the Clerk is attempting to get MBC to take action to get it repaired.

10. **Assistant Clerk's Report.**

- 10.1 **Received** and **noted** the Feb/Mar Hire fees, with a comparison for the same period in the previous year.  
10.2 **Noted** the Income and Expenditure report was not available. Defer to the next meeting.  
10.3 Review of Hall hire fees. After consideration it was
  - **Agreed**, Cllr Hinder proposing seconded by Cllr Brooks, that there is a 1% increase for regular hirers with effect from 1 September 2014. Members asked that the hirers be notified that this is due to an increase in hall bills.
  - **Agreed**, proposed by Cllr Dengate seconded by Cllr Ivor Davies, no increase to casual hire charges.
- 10.4 Review Discount for Children's Clubs and clubs. After discussion it was **agreed**, proposed Cllr Hinder seconded by Cllr Dengate, that the 25% discount for children's groups would no longer be offered to new clubs/groups. Whilst the discount would be preserved for existing hirers should they leave and decide to come back it would not be reinstated. Cllr Ivor Davies asked that clubs be informed of this.

11. **Beechen Hall Extension.**

Members **received** and **noted** the report. After discussion it was **agreed** that councillors would submit to the office any more ideas and that a draft brief would be provided to members to consider. Ideas put forward:

- Develop the loft space above the office, with a proper access installed in the back storage room, for storage.
- Expand the committee room.
- 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.

**Action: office.**

12. **Additional Storage at Beechen Hall.**

As no design or further information was received the request from WWG for an extension to their storage unit was deferred until the next meeting.

13. **Matters for Decision**

There were none.

14. **Date of Next Meeting.**

Tuesday 10 June, 2014 at Beechen Hall, Wildfell Close, Walderslade, Chatham commencing at 7.30 p.m.

Meeting closed at 9.04 pm

Signed as a correct record of the proceedings.

Chairman.....Date.....