

CAPEL PARISH COUNCIL
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Falmouth Place
Five Oak Green
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**Minutes of a meeting of the Recreation Ground & Allotments Working Party held virtually at
18:00hrs on Tuesday 17 May 2022**

Present: Cllrs Saunders (Chair), Fenton, Mackenzie, Patterson, Sawyer
Friends of Five Oak Green Representatives: Jeff Fenton

In attendance: Louise Goldsmith, Clerk

Minutes

279. 1. **APOLOGIES FOR ABSENCE:** An apology for absence was received from Cllr. Malpas and the reason was accepted. Jose Twynam, Yvette Stronell and Pauline Parker also sent apologies.
280. 2. **APPROVAL OF MINUTES:**
It was resolved that the Minutes of the Recreation Ground & Allotments Working Group meeting held on the 24 March 2022 be signed as a true and accurate record subject to the addition of the wording in item 6a that the movement of the table and bench be 'at cost to the CCA'.
281. 3. **COUNCILLOR DECLARATIONS:** None
282. 4. **ADJORNMENT TO HEAR FROM MEMBERS OF THE PUBLIC:**
It was agreed to lower Standing Orders to allow members of the public to comment on any agenda item during the meeting.
283. 5. **FRIENDS OF FIVE OAK GREEN RECREATION GROUND**
a) To receive an update on a proposal for a bike track:
Jeff Fenton advised that a grant application for lottery funding has been submitted and a decision is awaited. Funding also needs to be raised to purchase picnic benches tables for the playground. The ornate metal and wooden bench in the old pre-school area is being lovingly restored, it is estimated that it could be worth several thousand pounds. When the restoration works are complete a decision will need to be made where to site it.
Mr. Fenton expressed his concern about the condition of the village hall and suggested that the Parish Council should arrange to have a meeting with the CCA to discuss the future of the hall. Mr. Fenton suggested that a new hall could be built in a different location on the recreation ground which would mean that the current building could remain open for the pre-school and other user groups.
284. 6. **PRE-SCHOOL PLAY AREA**
a) To receive an update on a proposed extension to the pre-school play area
The Clerk is waiting to receive a method statement and risk assessment before any works to extend the pre-school play area take place.

285. 7. **RECREATION GROUND**

a) To receive an update on an inspiration board and bench for the orchard area

Jose Twynam was unable to attend the meeting but has advised that the Five Oak Green Community Gardening Group is still fundraising and has benefited from some private donations and a donation from CGPS. The group hopes to raise further funds from selling pots and plants. The group is aiming to plant the additional flowering cherry trees in the orchard in November 2022.

b) To agree the design and wording for a finger post

It was agreed that the Clerk and Cllr. Saunders should meet on site to discuss the design and wording for the finger post.

18:20hrs Jeff Fenton left the meeting

c) Queen's Canopy Project and tree planting on the recreation ground

The five oak trees have now been planted on the recreation ground although, unfortunately, one of the trees is looking sickly. The Clerk has advised TWBC but they claim all the trees were checked by the Parks Team before delivery and would have been sent back if they were in a poor condition. It was agreed to look to replace the tree in the Autumn and invite Five Oaks Green Community Gardening Group to plant the replacement tree. It was noted that the unveiling of the trees will take place on Saturday 4 June 2022 at 1pm. The cricket bar will be open from 12pm-4pm and residents will be encouraged to bring a picnic. The Clerk will arrange for the commemorative plaque to be displayed on stakes near to the row of trees. The Clerk has approached Capel United Church to see if they would be interested in planting the two remaining oak trees and is waiting for a decision.

d) To discuss a masterplan for the Recreation Ground

Cllr. MacKenzie shared a questionnaire he had prepared using Survey Monkey designed to ask residents about their current use of the recreation ground and about their views on the current facilities and proposed bike track. It was agreed to publish the survey on Facebook and the website. The Clerk and Cllr. MacKenzie will investigate different free survey suppliers to determine which one offers the highest number of analysis of responses. Members thanked Cllr. MacKenzie for preparing the questionnaire. Cllr. Saunders suggested that Members bring ideas to the next meeting to enable a comprehensive strategic masterplan to be devised for the recreation ground. The Parish Council also needs to be mindful of the financial implications of each possible project in terms of ongoing maintenance. It was agreed to recommend to Full Council that a meeting is held with the CCA to discuss the future of the village hall as this could have implications for the masterplan.

Recommendation to Full Council: To contact the CCA to discuss the future of the village hall.

e) To consider the monthly Playground Inspection Report:

It was agreed to delay reinstating the two bins in the playground that were removed following vandalism and assess whether they are needed. It was noted that the Clerk has contacted The Friends of Five Oak Green Recreation Ground to advise them that one of the new benches in the playground has not been installed correctly. The contractor has been made aware.

286. 8. **ALLOTMENTS**

a) To receive an update on the status of the rentals:

The Clerk advised Members that all the plots have now been let out and that there are three people on the waiting list.

b) To discuss serving a breach of condition notice

It was noted that one of the double allotment plots has not been cultivated since it was let out last Autumn. The shed has been damaged and is lying on the ground and there is a lot of glass around the area. The Clerk advised that the allotment holder is in breach of condition 5 (b) of the Tenancy Agreement which states that a minimum of 25% of the area should be cultivated by the end of first three months of the tenancy.

Recommendation to Full Council: To write to the said allotment holder giving them one month to cultivate the plots in line with the conditions of the tenancy agreement or to agree to terminate the agreement now with a full refund.

b) Storage Container – to receive an update on the installation

Members noted that the storage container has now been installed on the allotments. The Clerk has purchased a key safe and Cllr. Sawyer has kindly agreed to fit it. It was agreed that it would be a good idea to change the code on the padlocks on the main gate as it has been a while since it was changed and to issue this with the key safe code in due course.

d) To discuss the repair to the water pump

It was noted that the Clerk was advised that the water pump at the allotments was broken. The Clerk has purchased a water pump repair kit at a cost of £40.40 and one of the allotment holders has now kindly repaired the pump.

287. 9. **CAPEL VILLAGE HALL CAR PARK**

a) Electric vehicle charging points – to receive an update

The Clerk is waiting for an update from KCC on whether they have secured further funding.

288. 10. **PUBLIC TOILETS**

a) To discuss replacement soap dispensers and toilet paper holders

Members were disappointed to hear that toilet rolls have recently been stuffed down the toilets and caused a blockage and that one of the soap dispensers has been damaged. The Clerk has previously suggested that toilet paper dispensers would hopefully prevent this happening again. It was noted that Cllr. Mackonochie kindly repaired the toilet handle which was broken during the incident. The Clerk has purchased two replacement soap dispensers and three toilet paper holders and Cllr. Sawyer has kindly agreed to install them. It was suggested that the Clerk contacts the CCA about an overflowing man-hole adjacent to the public toilets which possibly needs clearing.

Recommendation to Full Council: To ratify a decision between meetings to replace the toilet roll holders and soap dispensers in the public toilets at a cost of £84.90 (excluding VAT).

289. 11. **DATE OF NEXT MEETING:** To be held virtually at 19:00hrs on Thursday 21 July 2022.

With no further business the meeting closed at 19:04hrs

Signed: Dated: