

# 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 19:30hrs on Wednesday 14 June 2023

**Present:** Cllrs Saunders (Chair), Fenton, MacKenzie, Malpas, Patterson

Friends of Five Oak Green Representative: Jeff Fenton

Five Oak Green Community Gardening Group: Sophie Peers

In attendance: Louise Goldsmith, Clerk

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### Minutes

325. 1. **APOLOGIES FOR ABSENCE:**  
An apology for absence was received from Jose Twynam and the reason was accepted.
326. 2. **APPROVAL OF MINUTES:**  
It was resolved that the Minutes of the Recreation Ground & Allotments Working Group meeting held on the 23 March 2023 be signed as a true and accurate record.
327. 3. **COUNCILLOR DECLARATIONS:**  
Cllr. Patterson declared an interest in agenda item 9.
328. 4. **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC:**  
None present.
329. 5. **FRIENDS OF FIVE OAK GREEN RECREATION GROUND**  
a) To receive an update on fund raising for picnic tables  
Jeff Fenton advised that the Friends of Five Oak Green Recreation Ground have raised £1200.00 towards the benches. The group is considering purchasing two picnic benches from the Keystone range at Wicksteed and have a shortfall of approximately £1400.00. Jeff Fenton advised that the group may approach Capel Greenbelt Protection Society for a top up grant to enable them to purchase the picnic tables and will also consider alternative suppliers. The Clerk will also find out if the Parish Council can assist financially.  
b) To receive an update on a proposal for a bike track:  
Jeff Fenton explained that the group have sought advice from the British Cycling Organisation. Members were pleased to hear that although the British Cycling Organisation cannot offer any financial support they would be happy to endorse any future grant applications. The status of the grant application to the Kent Community Foundation Fund for funding for the whole bike track project is not yet known.
330. 6. **RECREATION GROUND**  
*It was agreed to take item 6f next*  
f) Five Oak Green Community Gardening Group  
An unveiling ceremony for the inspiration board and new picnic bench was held on Sunday 11 June 2023 and was attended by the sons of Cecilia and Roger Worraker. Cllrs. Saunders, Fenton, Patterson and the Clerk attended and asked for their gratitude to be passed on to Jose Twynam for both raising funds and for sourcing and installing the board and picnic table. It was noted that a number of residents have posted compliments about the board on social media. The group have gifted the inspiration board and picnic table to the Parish Council and

the Clerk has added them to the asset register so that they can be maintained and insured by the Parish Council.

*20:00hrs Jeff Fenton left the meeting.*

The Clerk advised that the posts have been removed from the village green and Sophie Peers suggested that the group will be looking to replant the area in the Autumn. Sophie Peers advised that the group is trialling different water retention ideas in the planters around the village and that a local resident has kindly offered to water the pots. Cllr. Saunders explained that Network Rail will be donating some planters to the Parish Council and it was noted that the gardening group would prefer a small number of large planters rather than a large quantity of small planters.

*20:08hrs Sophie Peers left the meeting.*

a) To discuss the annual and monthly inspection reports

The Clerk has circulated the monthly inspection report carried out by Capel Groundcare and it was noted that no remedial works are required.

b) Benches on the recreation ground

It was noted that the Clerk has placed a post on the village facebook page for residents to consider purchasing a bench in memory of a family member or friend for the recreation ground.

c) Update on the plaque for the Platinum Jubilee Trees

Cllr. Saunders advised that a quote for an oak stand is to be considered by Full Council at the next Parish Council meeting. Alongside the 'Queen's Canopy' plaque it is proposed to place a second plaque on the stand with an explanation about all the seven trees planted. Cllr. Saunders shared some wording for the second plaque which was agreed. The Clerk will obtain a quote for the second plaque. It was noted that Cllr. Saunders has planted the remaining two oak trees that were purchased in support of the Queen's Canopy Project at the entrance to the L-shaped section of the recreation ground to create a gateway.

d) Update on the finger post

Members considered three locations for the proposed finger post and it was agreed that the best location would be adjacent to the toilet block next to the map of the parish. Members considered different options for the wording to the fingers of the post. It was agreed for the Clerk to obtain quotes for a finger post in different materials with the following wording to each finger: Finger 1: Cricket Pavilion; Finger 2: Parish Office/Village Hall/MUGA; Finger 3: Play Area/Community Orchard. The Clerk will also enquire about the cost of ordering additional fingers in the future and will investigate the cost of replacing the village map.

f) Hedge Cutting at Falmouth Place

It was noted that Town & Country Housing has now cut one side of the hedge bordering Falmouth Place which belongs to them. The Clerk was asked to obtain a quote for cutting the allotment side of the hedge which is owned by the Parish Council and to find out if the Highways Steward can confirm the exact location of the boundary.

331. 7. **ALLOTMENTS**

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

The Clerk reported that all the allotments are currently let out.

332. 8. **CAPEL VILLAGE HALL**

a) To receive any update

Cllr. Patterson advised that the Trustees have made good progress in arranging for the accounts to be brought up to date and for the outstanding returns to be made to the Charity Commission. Following a public meeting on the 31 May 2023 the Trustees are in the process of setting up committees to run the hall. The cleaner/booking clerk has decided to step down and the Trustees are actively seeking a replacement. The next Trustees meeting will be held on the 22 June 2023 and a five year programme is to be discussed.

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

a) Electric vehicle charging points – to receive an update

The Clerk is waiting for KCC to advise when the installation will take place.

b) To review the condition of the signage

It was noted that the car park has a number of signs which have been installed at different times and that some have badly deteriorated. The CCA Trustees have complained to the Clerk about dogs running around the car park and actually entering the hall when the pre-school is in operation and have asked if the signage on controlling dogs could be made clearer. It was agreed that the Clerk should investigate the cost of consolidating the signage and for this to be considered when the budget for 2024-2025 is reviewed and set.

334. 10. **PUBLIC TOILETS**

a) To receive an update on the remedial works to the toilet doors

The Finance and Resources Committee has considered an estimated quote for new door frames, new doors and a new locking system and the relaying of the path and have agreed that these works are essential. The Clerk is waiting for the contractor to advise when then works can take place. The flush to one of the toilets in the ladies has broken for the second time in just a few months. It was noted that the Clerk is in the process of obtaining quotes to replace the plumbing to all the toilets and the urinal along with a separate quote to replace the sanitaryware and make good the cubicles. A proposal that an application is submitted for a UK Shared Prosperity Fund Grant for these works is to be considered by Full Council at the next meeting.

335. 11. **DATE OF NEXT MEETING:**

The next meeting is due to be held virtually at 19:00hrs on Tuesday 14 November 2023.

With no further business the meeting closed at 8:46hrs

Signed: ..... Dated: .....