



# BOUGHTON-UNDER-BLEAN PARISH COUNCIL

**Minutes of the Public Amenities Committee meeting of the Parish Council held at St Barnabas Parish Centre on Tuesday 3<sup>rd</sup> October 2023 from 7:36pm to 9:34pm**

**Present:**

Cllr C. Clayson, Cllr C. Goatham, Cllr E. Green

**Also present:**

Mrs S. Muteham (Clerk)

**082. Apologies**

None

**083. Declaration of Interests**

None

**084. Public Participation**

None

**085. Recreation Grounds**

- A. Brambles/weeds - A discussion regarding maintenance of the area adjacent to the outdoor gym (behind the garages) took place. The Clerk was asked to investigate obtaining free hedging and quotes for a yew hedge. **Resolved:** to plant a 6ft long hedge.
- B. Tree surveys - It was agreed that all trees on Parish Council land should be routinely surveyed. The Clerk was requested to obtain quotes for surveys. **Resolved:** to undertake tree surveys every two years.

**086. Allotments**

- A. Water containers - The Clerk reported that she had received a note of concern from a resident regarding stagnant water that is attracting vermin. After discussion about the provision of water containers by both tenants and the Parish Council, it was agreed to consider the matter further after the next allotment inspection on 8<sup>th</sup> October 2023.
- B. Entrance area - A discussion on how to maintain the area to the right of the entrance gate took place. Consideration was given to planting wild flowers and/or placing composting bins at the location. It was agreed to consider the matter further after the next allotment inspection.

**087. Cemetery**

- A. Inspection - Those present set the date for the next cemetery inspection. **Resolved:** to hold an inspection on Saturday 28<sup>th</sup> October 2023 at 11am.
- B. Cemetery regulations - The regulations updated with the revisions agreed at the 12<sup>th</sup> September full council meeting were reviewed. The Clerk was requested to create a new form for the purchase of memorial trees and seating plaques. The cost of the items to be considered at the next full council meeting. **Resolved:** the revised regulations to be circulated for approval at the next full council meeting.
- C. Plot holder contact information - The Clerk asked for wording to request that the public update their contact information. After discussion it was agreed to use the wording "If you have a loved one buried in the garden of remembrance or burial ground at the Parish Council's civic cemetery, please can you get in touch with the Parish Clerk to ensure that the current contact details are correct. This is important as we are updating our records." **Resolved:** to use

*Chairman's Initial.....*

- D the stated wording to advertise on the Parish Council website, facebook page, noticeboard and also in the community magazine.
- E Cemetery regulation amendments - The Clerk asked for wording to use in responding to enquiries regarding recent cemetery regulation amendments. After discussion it was agreed to use the wording “The Parish Council have conducted an extensive review of the civic cemetery regulations and as such these have been revised. Please find attached a copy of the new regulations. Please update us with your contact details.” **Resolved:** to respond appropriately to enquiries using the stated wording.

#### 088. Covid Snake

- A. Maintenance - It was noted that many of the stones were looking very tired. After discussion it was agreed to advertise for members of the public to assist in addressing the issue using the wording “The Parish Council are planning to do some maintenance on the covid snake. If you added a stone please can you review whether it needs repainting or re-attaching and contact the Clerk with details of your stone in the first instance.” **Resolved:** to advertise the stated wording on the Parish Council website, facebook page and noticeboard.

#### 089. Public Toilets

- A Maintenance - Those present reviewed the survey report from March 2022 and discussed items within the document. The Clerk was requested to obtain quotes to repair broken roof tiles, to find the source and make good the water leak on the floor in the mens toilets, to clean the gutters and plane down a door in the ladies toilets. The Clerk was also asked to request that Swale Borough Council cut back the brambles at the back of the building. **Resolved:** to repair broken roof tiles, clean gutters, cut brambles, plane door and address water leak.

#### 090. Mowing

- A Verges on The Street - Those present considered whether to hand the maintenance of cutting the verges on The Street back to KCC. After consideration it was agreed that the Parish Council would continue to maintain the verges under devolved maintenance on a similar cutting schedule to KCC. **Resolved:** to accept devolved maintenance of the verges in 2024 with 6 scheduled cuts.
- B Recreation grounds - The mowing schedules at Bull Lane and Poplar View recreation grounds were reviewed. **Resolved:** to maintain Bull Lane at 16 cuts per annum (all areas) with additional fortnightly (alternating) cuts on the football pitch and maintain Poplar View at 18 cuts per annum.

#### 091. Finance

- A. Budget - Those present considered items to be proposed to the Finance Committee for the budget. **Resolved:** to request the following for the budget; hedge £500, toilets repairs £4,000, tree surveys £3,000, covid snake £500, allotments £1,000.

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Signed by the CHAIRMAN of the meeting