



## SANDGATE PARISH COUNCIL

### Minutes of a Land Assets Management Sub-Committee Meeting held on Tuesday 15<sup>th</sup> July 2014 at 2pm

**Present: Chairman  
Councillors**

**Parish Clerk**

**Cllr Jan Holben (JH)  
Robert Bliss (RB), Richard Grundy (RG)  
and Tim Prater (TP)  
A Oates**

The meeting commenced at 2pm

No members of the public attended

1. **Apologies for absence** – there was none.
2. **Declarations of Interest** – there was none.
3. **Minutes** – The Minutes of the meeting held on 3<sup>rd</sup> June 2014 were submitted; it was proposed that they be approved and signed as a correct record.  
**Proposed by:** Cllr J Holben  
**Seconded by:** Cllr Tim Prater  
**Agreed** unanimously
4. **Recreation Ground**
  - 4.1 **Muga update:** the clerk reported that she had sent requests to Steve Way to update on the situation with the contractor as discussed at the last meeting. SW had written to WW Martins and was awaiting a reply. The clerk was instructed to wait one more week then, if nothing more was updated upon by SW, she was to go direct to WWM and set up a meeting. All agreed. Re the vandalism of the fencing, this could be part of the discussion with WWM.
  - 4.2 **Play equipment:** the reports from Harmers & Sons were hand filled forms which tended to become blurred when received by email; the clerk would request that the reports be made clearer to read and to assess.
  - 4.3 **Fitness equipment:** all was in order.
  - 4.4 **Caretaker's report:** the report had been previously circulated; everyone agreed that it was a good report. At the last meeting, it was asked that the caretaker would wear a high vis vest – the clerk informed that he had been doing this from the start. The notice informing the public about the caretaker's presence was on the notice board at the rec; the clerk was asked to include a photo of Tony.
  - 4.5 **Petanque pitch:** this needed to be rolled. A request for a BBQ was discussed; it was agreed that it would be good to have a couple of BBQs and a metal bin for disposal of them put on the rec, similar to the ones in the coastal park. The clerk would contact Laura Pinkham to find out the suppliers' contact details and costs. RG said that it may be possible for these to be funded via his SDC councillor's grant fund.
  - 4.6 **Toilet block demolition review & receive quotation for works to underneath store area:** It was agreed that there should be a proper 'sign off' of works before payment is made. This did not happen for these works, although the cheque was approved and signed at the main council meeting the week before. It was noted that the manhole cover was not in place and the ground was not level. The clerk was requested to check that these works would be completed. It was agreed that the temporary fencing about the site should remain for the time being.

The quote in respect of the unbricking of the basement entrance and installation of a secure door was discussed. It was felt that a more secure door was needed up to a maximum budget of £1,000. The clerk was instructed to action this. **Proposed by Cllr RB; seconded by Cllr JH; agreed by all.**

- 4.7 **Modular unit / toilets / car park – update & to agree future actions:** when the new door to the basement was in place, the clerk was instructed to get a structural engineer survey carried out to ascertain the viability of installing a modular unit above the basement and to progress with UK Power Networks to get power re-connected to the site by September.

There were various options for the car park but it was felt that the option to move the dog run to the bottom of the rec was not a good one as, in winter, it would be too muddy and difficult to access from the downhill footpath. The best option would be to get 4 or 5+ parking spaces and move the dog run along plus reduce the width which would only slightly reduce the overall area of the dog run. The clerk was asked to arrange a site meeting with a prospective contractor. An entrance and new exit route onto the road would need to be constructed. Kent Highways to be contacted; SDC to be informed of the proposed plans.

**5. Grounds Maintenance update**

- 5.1 The clerk was asked to ensure that the key works at the rec were carried out before any new or extra jobs were commissioned.
- 5.2 The hedges were in urgent need of being trimmed; the clerk would instruct the grounds maintenance contractor accordingly.
- 5.3 The repair works to the paving slabs would be undertaken soon.

**6. Update on Events at the Rec in 2014** – arrangements were proceeding well and the event would be well within budget.

**7. War Memorial renovation review**

- 7.1 The cracking on the concrete base had been re-concreted; the final payment had been made.
- 7.2 An email had been received informing that there could be funding available for renovation works to war memorials. As the works to SPC's memorial had been completed, the clerk was asked to find out if there could be a retrospective request for funding. Alternatively, perhaps they would fund two stone planters/troughs. The clerk would look into this; Cllr TP would be happy to meet with them on site, if required.
- 7.3 The clerk was also asked to contact Ann Nevile's son, who was an engraver/stone mason, as to whether he would like to be involved in this project, to source the planters etc.
- 7.4 The war memorial had now been registered with the War Memorials Trust and they were sending some Smart Water; this should then be applied to the plaques as a deterrent to thieves.

**8. LAM/AEP budgets 2014-15** – this was deferred to the Finance Committee meeting.

**9. Information** – there was no further information.

**10. Date of next meeting** – To be held before next Finance meeting, whenever that was decided.

The meeting ended at 3.25pm

Signed by the Chairman, Land Assets Management Sub-Committee

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Date.....