



## **Minutes of the Land Management Committee Meeting held on Thursday, 14th July 2022 at 7pm at Cuxton Library**

**Present:** Cllr Thorley (Chair), Cllr Reynolds, Cllr Hutchfield.

**In attendance:** Mr Ian Gray (CCG & CAA), Mr Robin Bourner (CSRA), Mr Frans Thorley (Cuxton '91 FC), Mr C. Jensen, Clerk.

There were no members of the public present.

### **1) Apologies for absence**

Cllr Porter, Cllr Savage.

Mr Lee Cooksey (Cuxton '91 FC)

*It was resolved to accept these apologies*

### **2) Declarations of Interest (DPI, conflict of interest and personal interests) and alterations to the Register**

Cllr Reynolds – Item 9

### **3) Minutes of the meeting held on 10th March 2022 - for approval**

*It was resolved to accept these minutes a true record of the meeting.*

### **4) Minutes of the meeting held on 14<sup>th</sup> April 2022 - for approval**

The following amendments were made:

The minute numbering was altered as the minutes should have commenced at minute number 136.

*It was resolved to accept these minutes as amended, as a true record of the meeting.*

### **5) Matters Arising**

Mr Bourner advised Mr Richard Hutchfield had moved the memorial tree sign to the tree next to it with an arrow pointing towards it. The memorial bench garden was watered regularly and was a nice area.

Cllr Hutchfield advised the street cleaner was pleased with the street cleaning trolley as it was lighter and less cumbersome. Mr Bourner stated he was aware the street cleaners, in addition to their normal duties, were cleaning the gutters on paths, which might not necessarily be in their remit. Cllr Hutchfield advised Medway Norse had sprayed some areas recently so that should help. Cllr Hutchfield was aware of an implement which would assist in the removal of growth from gutters and she would investigate further as it might be able to

be added to the tools on the street cleaners' trolley to be used as and when required. Mr Bourner said it would not be an onerous addition as the issue only affected small areas of the village. He commended the hard work conducted by the street cleaners, this was concurred by all present.

**6) Review of Terms of Reference of the Land Management Committee**

Cllr Thorley read the Terms of Reference and amendments were made. Mr Bourner shared his concerns that there was no system in place to invite residents to report items to the Parish Council. Mr Gray advised that residents should contact the clerk who would forward on areas of concern received. Mr Bourner suggested the Council should advertise their responsibilities, so residents were aware. Cllr Thorley suggested the scope of control of the Land Management Committee could be added to the Noticeboards, so parishioners were aware of its' remit. Mr Bourner suggested a structure chart could achieve this. Cllr Hutchfield stated information was already available on the Parish Council website and Noticeboards but a Neighbourhood plan might assist. Mr Bourner suggested the Parish Council be proactive and re-iterate what their responsibilities were so enquiries could be directed accordingly. Cllr Hutchfield advised the Newsletter was used to highlight the contributions the Parish Council made within the village and should be used to its' fullest extent in future issues. Cllr Thorley suggested this matter should be revisited at the next meeting to decide the best course of action to be taken.

**7) Recreation Ground:**

**a) Teenage Village – Painting of repaired base**

The clerk advised that following a request made he received a visit from James Richardson at Medway Norse on Tuesday 12<sup>th</sup> July where the painting of the repaired base of the Teenage Village and the Playground fence was discussed. James advised a quotation would be provided by Friday 22<sup>nd</sup> July and any painting undertaken after the summer months as children used the facilities widely during the summer holidays and if paint was applied in unsuitable weather conditions it would blister.

**b) Painting of Playground fence**

Previously discussed. Comments under minute reference 7a) refer.

**c) Playground Inspections**

Cllr Thorley read the latest weekly playground inspection which was undertaken by volunteers. Cllr Hutchfield advised that the clerk should contact Maria Cook, Project Management and Consultancy, with regards to the issue of wear to the safety surface by the upper swings. Cllr Reynolds advised she would discuss with Ms Cook as she was due to meet her the following week. Cllr Hutchfield to arrange for a link to be sent to the clerk with regards to the purchase of chain sleeves for the swings. As the Basketball backboards were

used regularly, no further action would be taken. Mr Bourner advised he would arrange to replace the missing kickboard in the multi-purpose courts. The clerk advised the Council's annual external playground inspection was due and would be undertaken in the Autumn.

**d) Bike Track**

Mr Bourner mentioned the repairs required to the surface of the Bike Track. He stated the areas after the berms needed to be packed with granite and fine dust should be placed in the grooves to provide a more solid surface. As there were adverse weather conditions following the building of the track, this had led to the deterioration of the surface over time. Cllr Hutchfield advised she would provide the clerk with a copy of a previous quotation regarding the repairing of the Bike Track. Cllr Thorley suggested that the clerk might contact the BMX/Bike Track Association to ascertain if they have a consultant who would visit in order to provide guidance regarding repairs required.

**8) Report from Cuxton Sports and Recreation Association (CSRA)**

Mr Bourner advised the CRSA were responsible for the planting of the Memorial and Library Gardens. The Library Garden had been greatly improved of late with the help of seven volunteers and the paths, when marked, would formalise the garden. An old Parish Council noticeboard had been renovated by Mr Hutchfield and would be installed, subject to the agreement of Mr D. Mead, the Library Services Manager. This would provide details of plants within the garden. Cllr Thorley suggested that the names of the plants could be placed on pebbles by the plants, instead of on sticks. Mr Bourner and Cllr Hutchfield were responsible for the station planters.

**9) Report from Allotments representative (CAA)**

Mr Gray had already provided a report to the Committee but advised of two amendments. The AGM had been deferred due to the weather. Additionally, Medway Norse made contact today and confirmed four visits had been undertaken each month since April, which confirmed a spread of rodent activity, not as high as previously and bait had been taken from most of the boxes. Several areas had been isolated for further remedial works to be undertaken and the compound of the bait was altered quarterly. Mr Bourner raised concerns regarding overgrown and untended plots and Mr Gray advised two plot holders had recently left because of inactivity.

**10) Report from Cuxton Countryside Group (CCG)**

Mr Gray had already provided a report to the Committee. He advised that having spoken to Qualitree Services, the preferred contractor dealing with the issues of Ash Dieback in the village, they had issues due to the recent weather conditions and trees would be felled as soon as practicable. Cllr Hutchfield raised concerns regarding the stacking of timber in the current dry conditions but it was too late to now burn the timber. Mr Gray confirmed that having received a grant from Medway Council, the CCG had laid a surface on

the first part of the path known as RS324, alongside 160 Bush Road, which runs from Bush Road to the railway bridge. Cllr Hutchfield advised that following a recent meeting with Cllrs Fearn and Filmer, it was suggested monies might be available to provide fencing to the RS207 'Riverside path'. Mr Gray advised this path was cleared twice yearly by the CCG but there was no need to provide fencing as the path was little used.

**11) Report from Cuxton '91**

Mr Thorley read the report provided to the Committee by Lee Cooksey. Mr Thorley added a veteran's team had been established and have entered the Kent League and would play on Saturdays. This team would use the Recreation Ground pitch but due to the limited number of games would only use the ground and changing facilities once every month. Mr Thorley advised the Recreation Ground pitch would be used each Sunday but only the Men's Sunday team would use the changing facilities and Cuxton '91 would pay for the cleaning of the changing rooms direct to the cleaner.

Mr Thorley advised shelving had been added to their container in the Recreation Ground, where their equipment was stored. Mr Thorley asked if Cllr Hutchfield wanted to visit Cuxton '91's container to decide if the Parish Council wanted similar shelving in their container and she agreed she would arrange a visit.

**12) Woodlands – Update on Ash Dieback and Implementation of the Woodland Development Plan (CCG)**

Previously discussed. Comments under minute reference 10) refer.

**13) Events:**

**a) Feedback on Platinum Jubilee Big Lunch and to set 2023 date**

Mr Bourner asked who had sent out the questionnaire regarding the 'Big Lunch'. Cllr Thorley advised the Locum clerk sent it to all stallholders without approval of the Council.

Further feedback had been received and Mr Bourner suggested it was the stallholders' responsibility to mark up their stalls. In order to facilitate this, Cllr Hutchfield recommended stallholders be asked by the Parish Council, when the organisations concerned were contacted before the next event, to advertise their own stalls on the day. Mr Bourner agreed that the Cuxton Newsletter published before the event should provide details of the groups appearing and Cllr Thorley stated these ideas would be matters for discussion for next years event. Cllr Hutchfield advised it was decided background music would not be played at the changeover of bands so as not to detract from the performances and allow residents the opportunity to interact during a calm period.

Cllr Thorley advised that feedback she received from stallholders on the day was incredibly positive and there was a willingness for them to return in 2023. Cllr Reynolds said she had also received positive responses and the residents enjoyed the occasion, more than normal, following the lockdown's associated

with COVID-19. Mr Bourner suggested there were issues with the portable toilets and Cllr Thorley advised that the supplier would not be asked to return. Mr Bourner recommended that if residents wanted to put up a gazebo before the start of the event, they would be asked to erect them at the top of the field. Cllr Hutchfield, who could not attend the event, re-iterated her thanks to Cllrs Porter and Thorley for all their hard work. Cllr Thorley stated the planning for the next event should be easier. Mr Thorley suggested a date be chosen and Sunday June 11<sup>th</sup> 2023, was agreed. Advance notification would be placed on the Parish Council website, in the next edition of the Cuxton Newsletter and an email would be sent to 2022 stallholders. Cllr Hutchfield advised Cuxton Open Gardens had agreed the following weekend, 17<sup>th</sup> & 18<sup>th</sup> June 2023, for their event and it was approved advanced ticket sales for that event could be purchased at the Cuxton Parish Council stall at the 'Big Lunch' 2023. Cllr Hutchfield advised £935 had been raised at the 2022 Cuxton Open Gardens event and of that £750 would be paid to the two designated charities.

**b) Carols and Christmas Tree Lighting Event – to set a date and review the 2021 event**

Cllr Hutchfield stated the Christmas tree was delivered on the 27<sup>th</sup> November 2021 and the event was held on Saturday 4<sup>th</sup> December 2021. It was agreed that this year's event would be held on Saturday 3<sup>rd</sup> December 2022 and Cllr Hutchfield would contact the 'Wheel of Cuxton' to request assistance with the Christmas tree on 26/27<sup>th</sup> November. Cllr Hutchfield to provide details of the Christmas tree supplier and the company who supplied the 'cherry picker' previously to the clerk.

**c) Firework display – Need to know what Wheel of Cuxton plans are especially in terms of the size of the fire**

The clerk advised Cllr Thorley, following her question, that no information had been received from the 'Wheel of Cuxton' as regards their plans for the 2022 Firework display. Cllr Hutchfield stated the cost of clearing the bonfire could not be sustained by the Parish Council and Cllr Thorley concurred. Cllr Hutchfield to forward the contact details for the 'Wheel of Cuxton' to the clerk so that contact could be made to determine what their plans were for the 2022 Firework display. Mr Thorley suggested a representative from the 'Wheel of Cuxton' be invited to the next Land Management Committee meeting on 8<sup>th</sup> September so they could outline their plans. Clerk to arrange.

**14) Defibrillator**

Cllr Thorley advised the defibrillator would be checked by the clerk on a fortnightly basis to ensure it was operational, had mains power and the battery was fully charged. Mr Bourner asked if further training could be arranged and the clerk advised he had recently contacted the manufacturer Wel Medical and they have agreed to undertake a Defibrillator familiarisation session at the Social Club, at no cost, on a suitable date to be arranged with all parties in October 2022. The session to be advertised in the next edition of the Cuxton Newsletter and the number of attendees would be limited. The clerk advised

the defibrillator had been registered with 'The Circuit', which was linked to the 999 Ambulance Service. Cllr Thorley stated it was reassuring there were two defibrillators in the village. Mr Thorley advised Cuxton '91 have agreed to install a defibrillator at Strood Academy where the majority of Cuxton '91 team's train.

**15) Correspondence**

None.

**16) Information Exchange**

Mr Gray advised that the CCG run a First Aid Course every three years, the next one is due in October 2022 and all Parish Councillors were invited to attend.

**17) Members Future Agenda Items**

Mr Bourner advised he represents the Parish Council on the Medway Valley Line and questioned if a report on their activities should be included in future Land Management Committee meetings. Cllr Thorley asked the group if a report would be valuable and it was agreed it would be beneficial. Mr Bourner confirmed a walk had recently been arranged from Halling to Cuxton on 4<sup>th</sup> August 2022. Mr Bourner suggested reference to Ranscombe Farm should be included in the sign for Cuxton station.

**The Chairman closed the meeting at 9:24 pm.**

Next Meeting 8<sup>th</sup> September 2022

**Signed**      *Julie Porter*

**Chairman**

**On the**    *13th*                      **day of**    *October*

**2022**