

MINUTES OF A MEETING OF LYDD TOWN COUNCIL BUILDING & AMENITIES COMMITTEE

Held on Monday 6th October at 6.30 pm in the Guild Hall Chamber

**Present: Councillors Clive Goddard (Chairman), Maria Beach (sub), R.S. Jones. Mrs Jean Jones,
Angela Alexander – Town Clerk**

190. ELECTION OF CHAIRMAN

The Mayor from the Chair proposed Cllr Clive Goddard and this was seconded by Cllr Mrs Jean Jones

RESOLVED: That Cllr Clive Goddard is elected as Chairman of the Buildings and Amenities Committee
Unanimous

191. APOLOGIES

Cllr Tom Dawes – family holiday

192. ABSENT

Cllr Alan Martin

193. DECLARATIONS OF INTEREST

None

194. MINUTES

RESOLVED: The minutes of the meeting held on 23RD September 2024 were approved and signed as a true record

195. REQUEST TO USE THE BANKS FOR ARCHERY

The Town Clerk advised that a request has been made by the secretary of the Romney Marsh Bowmen, which is a club that has been established for 40 years. Due to the dwindling number of members they are unable to carry on shooting at the Marsh Academy during the winter period from the end of October to the end of March and a representative of the Banks Sports and Social Club has said that they could use Lydd Cricket Club, but that agreement would need to be granted by Lydd Town Council. The secretary has advised that they are affiliated to Archery GB and are covered by their insurance and have their own registered trainer who along with the secretary has passed the safeguarding in Sport course. Councillors discussed the positioning and safety aspects for dog walkers and other users of the Banks and if barriers would be put in place, the exact positioning and if the Risk Assessments and Insurance would be provided.

Cllr Goddard advised that many years ago Archery was held at the Banks as part of the Lydd Twinning.

RESOLVED: That the Committee agrees in principle to the use of the Banks for Archery as set out in the request by the Romney Marsh Bowmen subject to more information being provided about the exact position, measures to exclude other users of the Banks being put at risk being put in place and that the Risk Assessment and Insurance are provided.

Once these documents and information are in place then delegated authority to the Town Clerk on final agreement of permission being granted.

Unanimous

**196. RYPE POLICY ADDITIONAL RELATED DOCUMENTATION
(Appendix A page 316 to 323)**

Following the adoption of Policies relating to the use of the Rype at the Council meeting held on 8th September 2025 the Committee to consider the following additional documents for adoption as referred to at the agenda item.

The Town Clerk advised that a tab on the website has now been set up for The Rype where all policies and procedures and application forms relating to the use of the Rype will be able to be found by potential users. The Donated Memorial Bench Policy and the Temporary Skip Permit will be added to those documents and now these policies are in place and approved by Councillors they will be considered under delegated authority by Officers of the Council to grant permission in accordance with the Policies.

- a) ***RESOLVED: That the Donated Memorial Bench Policy be adopted as circulated and permission be granted under delegated authority***
Unanimous
- b) ***RESOLVED: That the Temporary Skip Permit be adopted as circulated and permission be granted under delegated authority***

197. ROSPA REPORTS

The RoSPA reports for the Rype play area and the tennis courts at Dennes Lane had been previously circulated to full Council at the September meeting. The Town Mayor has now reviewed the documents and provided a report for the Committee.

- a) The Rype- The Mayor advised Councillors that most of the items mentioned in the reports are minor except for the wooden bridge at The Rype which has rotted and needs repair or removal. The Mayor said that he will investigate a repair in the first instance.
There are also holes in the surface which require filling, and he asked for a ton sack of earth be ordered to keep at the rear of the Guild Hall to fill the holes and top up as need be.
- b) Tennis Courts – the Mayor said that there is a patch of the asphalt which has become soft and that he believes we have dry fill in the container at The Banks and that he will use this to carry out the repair.
The tension handles and spring on the nets has gone missing which the Mayor said has been taken by somebody booking the courts as they will have had access to the closed courts when booking.
The Town Clerk advised that there is a sum in the items to be considered for budget setting for re-painting the lines on the tennis courts.
The Town Clerk further advised that to be complaint regarding the display of signage as mentioned in the RoSPA report it would be advisable to install a noticeboard close to the play equipment so that the signage is in a locked cabinet. The Town Council has regularly replaced signage such as No Dogs and information for the play area, but this is always vandalised or removed. The current noticeboard belongs to the District Council and is old so would be removed.
- c) The Mayor requested the sum of £2,000 be considered to put in the budget for tools
RESOLVED: That the Mayor be given permission to carry out the works as reported above.
Unanimous

198. ABRO CULTURAL INSPECTION REPORTS (Appendix B 324 to 341)

- a) The annual expert independent inspection reports for the Memorial Gardens, The Rype and The Banks prepared by Invicta Arboriculture had been circulated to Committee members for their consideration. The Chairman, Cllr Goddard commented that these are excellent expert reports which give the Council a very clear guide on the work to be done to the trees and hedges that we are responsible for.

RESOLVED: That the reports are adopted and the recommendations in them followed and that our appointed contractors carry out work in accordance with the guidance in the reports.

Unanimous

- b) Councillors considered that there are several dead trees which need to be felled within 2-3 months of the inspection as detailed in the report and the Town Clerk advised that the report had been shared with our contractors so that they could prepare a quotation for consideration at this meeting.

The Chairman, Cllr Goddard advised that the Personnel Committee had previously considered the money in the salary budget that was not being spent due to a reduction in the working hours of a member of staff and that it had been agreed that a virement be made to transfer that money to a new budget line 'Maintenance Contracted Work' so that it could be used for work that would normally be carried out in house or alternatively unplanned works. Cllr Goddard said that as the work on the trees is not included in the grass cutting contract that we have for Gibbs then this pot of money is available for them to carry out the tree works from this Contractors pot which is currently just under £13,000. Cllr Goddard went on to say that the Committee cannot get too excited about this money that the Council has saved for these works as we may have a by-election due to a petition of ten residents following the recent resignation of two Councillors which may cost £11,000 and only leave £2,000 for the Council to spend on necessary works.

RESOLVED: To instruct Gibbs and Son to carry out the work to the trees as detailed in the Invicta Arboriculture inspection report which will be in the region of £1,450 and that this money be taken from the Maintenance Contracted Work budget line in this year's budget.

Unanimous.

199. **CONDITION OF THE RYPE**

Councillors considered the increased level of activity on the Rype due to the use by Lydd Town Youth football Club as set out in their Fixtures and training list provided to the Town Council and the advice and potential costs for conditioning and reseeded of the goal area if required from the Council's appointed contractor and how these costs would be allocated if required.

Cllr Beach said that the parents pay for their children being in the football teams and that the Rype must be looked after as this is there for the use of all residents. Cllr Beach said that if the work needs to be done this should be paid for by the football club and not out of the money collected as part of the Council tax from residents. The cost quoted to renovate the goal mouths per pitch and to de-compact the soil, crumb the soil, seed the area and roll would be £450 per pitch.

RESOLVED: That the sum of £450 quoted to renovate the goal mouths per pitch is reasonable but that this should be paid for by the Lydd Youth Football Club directly for their continued use of the Rype and to keep it in good condition and not from the money raised by Lydd Town Council.

Proposed by Cllr Beach and seconded by Cllr Bob Jones

Unanimous.

200. GROUNDS MAINTENANCE COSTS FOR BUDGET

Councillors considered the projected costs of ground maintenance under the normal circumstances for the forthcoming budget. This is to include the scheduled cuts for the Rype, Banks and Memorial Garden, weeding the flower beds, pruning the roses and cutting the hedge at the Memorial Garden. Spraying the tennis courts for weeds and keeping clear of weeds, weeding beds and additional garden work at the Guild Hall, weeding and keeping the time capsule tidy.

RESOLVED: That the sum of £6,441 be included in the budget for 2026-27 for the work as set out above. Budget Head – Grounds Maintenance
Unanimous

201. FUNDING APPLICATION TO NUCLEAR RESTORATION SERVICES (NRS)

The Chairman reminded Councillors of an agenda item where a former Councillor had advised the Committee that there was an opportunity for contractors working at Dungeness Power Station to carry out work to provide accessibility for toilets at the Banks for the school and others using the tennis courts without entry to the interior of the Pavilion which is managed by the Banks Sports and Social Club. Cllr Goddard said that what started off as a small project then escalated. The Town Clerk had several meetings with the contractors who said they were not able to do the work and suggested that this project be referred to the Station Director. In turn the Station Director said he could only provide £2,000 towards the project following a meeting with the former Councillor and it was recommended that the Town Council apply for NRS funding which is not dealt with locally but would pay for the project of approx. £25,000. The Town Clerk carried out a lot of work on the application, but the response was that 50% match funding was required which the Committee had not budgeted for and so the application could not be progressed by the Town Clerk. Following emails with the fund manager the amount of match funding now required has gone up to 70% due to their financial restraints.

Councillors therefore to consider if this should be progressed.

The Town Mayor said that this had become a wild goose chase and that at the present time the school was happy with the arrangements where the Mayor opens the Pavilion for use of the toilets and stays there until the school leaves so that the pupils have toilet access when using the courts.

RESOLVED: That the project to apply for funding for toilet provision for use of the tennis courts from NRS not be pursued due to 70% match funding being required.
Proposed by Cllr Goddard and seconded by Cllr Bob Jones
Unanimous

202. TO CONSIDER PROVISIONAL BUDGET SUMS FOR FUTURE WORKS

In readiness for the Council setting meeting in November the Committee members considered budget sums to be put forward for use by the Committee over the next financial year. It was noted that some of these items have been previously discussed but that the budget was frozen by resolution of this committee for the present financial year and the that earmarked reserves for the Committee had been used elsewhere to cover unplanned costs. The Town Clerk explained the current situation with the boilers following the recent service. Cllr Goddard suggested that the upstairs boiler be put on for the November and January meetings and for the remainder of the time left on the 'freeze' setting. The recommendation of installing an additional bin in the tennis courts was discussed and agreed not to proceed.

Regarding the costs for line marking of the tennis courts – the Town Clerk advised on higher quotations which included washing, algae removal and top coating and it was agreed to go for the basic work of just repainting the lines.

It was agreed that £2,000 be included for tools at the request of the Town Mayor

- a) Replacement noticeboard Dungeness – wall mounted - £450 to be included in budget
- b) Noticeboard for the Rype – on posts - £650 to be included in budget
- c) Investigation work to gas central heating boilers in Guild Hall and budget to repair or replace as required - £3,000 to be included in budget to be used should boiler fail (earmarked reserves)
- d) Line marking of tennis courts -£1,380 to be included in budget
- e) Additional bin for tennis courts at RoSPA report – not to proceed
- f) Replacement of IT devices for Councillors – 3 options – this item was deferred at the Chairman's request to be considered by full Council in private session and Town Clerk to include a sum in the budget.

RESOLVED: That the sum of £5,480 for the works set out above be included in the budget request for the Committee and an additional £2,000 for maintenance tools. Budget Summary request -the total sum of £13,921 be included in the budget to be agreed by full Council to cover the costs as set out in the Resolutions above which includes the Grounds Maintenance Costs.
Unanimous

The meeting closed at 19.30 pm

Chairman Signature _____

Date _____