

## BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee is to be held on Wednesday 14<sup>th</sup> October 2015 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

*Karen Hurrell*  
**Mrs Karen Hurrell**  
 Clerk to Broomfield Parish Council  
 7<sup>th</sup> October 2015

*Public Question Time is taken before the meeting and will last for 10 minutes at the discretion of the Chairman*

1.	<b>Apologies for absence</b>	
2.	<b>Declarations of Interest</b> <i>All members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it</i>	
3.	<b>To approve Minutes and matters arising from last meeting</b>	*
4.	<b>Allotment Site</b>	
a.	Review of allotment waiting list	
b.	Response received from allotment holders since last meeting	
5.	<b>Parsonage Green</b>	
a.	Response received re Parsonage Green Culvert if applicable	
b.	To receive information from The Conservation Volunteers regarding the clearing of Parsonage Pond	
6.	<b>To receive responses from residents of Church Green regarding seating – letter sent 1-10-15</b>	
7.	<b>Financial Matters</b>	
a.	To consider any purchases under budget headings	
b.	To consider purchasing 12 x Hi Vis waistcoats for BPC Volunteers, jacket and waistcoat for the Village Attendant	
c.	To consider purchasing a grit bin at a cost of £151.56 plus delivery	
8.	<b>Broomfield Football Club</b>	
a.	To note times of matches played by Broomfield Football Club and the use of Angel Meadow	
b.	To note Angel Meadow Programme of Works to be carried out by Broomfield Football Club and payment received	
c.	To consider a re-payment for the grass cutting of Angel Meadow	
9.	<b>Snow Patrol - Councillor required to make sure that all forms are delivered/collected and equipment delivered to volunteers</b>	
10.	<b>Centenary Wood – to receive update Cllr Tranquada</b>	
11.	<b>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</b>	
12.	<b>To receive Health &amp; Safety Inspections</b>	
a.	To receive & note all inspection reports	
b.	To consider a Preventative Maintenance Schedule for Parish Council Equipment	*
c.	To note insurance cover for volunteers using Parish Council equipment	

d.	To note the condition of the kick wall as highlighted by the Village Attendant
e.	To receive information on removal of lighting pillars on Angel Meadow by Broomfield Football Club *
<b>13.</b>	<b>To peruse Action Plan from Suggestions received at Annual Parish Meeting</b>
<b>14.</b>	<b>Items of information from the Chairman</b>
<b>15.</b>	<b>Correspondence Received (if any)</b>
a.	Request received from Sue Browning re St Marys Church using some of the road scalplings currently on the allotment site.
b.	Request received for the trees in Glebe Crescent alley way to be pollarded
c.	Request received from the Village Hall Charity to cut back trees growing on Angel Meadow
d.	Invitation received from Essex Playing Fields Association to attend the AGM 15 <sup>th</sup> October 2015

*\* denotes item emailed with agenda or available at meeting*

*Civic Amenities Committee Members: Cllrs Tranquada, Thomson, Smith, Garwood,  
Hubble & Howell*