

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 11th March 2015 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

Members' Present:	Chairman Tranquada, Vice Chairman Steed Councillors Garwood, Mullender and Thomson
Also Present:	Mrs Wendy Martin (Deputy Clerk)

Public Question Time
No members of the public were present.

385. Apologies for absence
Apologies were received from Councillors Smith and Wrenn

386. Declarations of Interest
No declarations of interest had been made.

387. To approve Minutes and matters arising from last meeting 11th February 2015
Matters arising – **Min. No. 362** The Clerk had contacted Broomfield Football Club regarding the matter of them possibly using a chemical weed killer on Angel Meadow. The Clerk had received confirmation that the line marking paint includes an approved herbicide which acts as a "grass suppressant".
The minutes were duly approved and signed by the Chairman.

388. Allotment Site

a. Review of allotment waiting list
The Deputy Clerk informed members that there were 2 x ½ plots on the allotment site at the present time and that there was one person on the waiting list hoping to move into Broomfield in the near future.

b. To consider request for a poly tunnel on allotment plot
The Deputy Clerk informed members that she had received a request for a small poly tunnel on one of the plots, no size had been mentioned. The Committee decided to ask the allotment holder the size of the poly tunnel and it could be considered at the next Civic Amenities meeting.
ACTION: Deputy Clerk to contact allotment holder

The Chairman had received information from an allotment holder that there was a large shed on one of the allotment plots and some of the Committee had looked at it during the last allotment inspection carried out on the 9th March. The Committee decided that although the size was larger than stated in the Allotment Tenancy Agreement it was acceptable. The Deputy Clerk will inform the allotment holder of the decision.
ACTION: Deputy Clerk to contact allotment holder

It had been brought to the attention of the Deputy Clerk that there had been a bonfire on the allotment site during the week. The Committee decided that bonfires were acceptable as long as they were supervised at all times and that careful consideration was given to other allotment holders and houses within the vicinity.
ACTION: Deputy Clerk to put a notice on the allotment notice board

The Chairman and Vice Chairman had carried out an allotment monitoring and it was decided that no letters would be sent out at the present time.

The Chairman informed the Committee that the fence at the rear of 153 Main Road was bowing/leaning over the ditch on the allotment site. The members decided that a letter be sent requesting the resident rectify the problem as soon as possible.
ACTION: Clerk to send letter

	<p>The Chairman informed the Committee that pot holes were a constant problem on the track/car park on the allotment site and asked them to consider purchasing scalping's so that the problem can be rectified – all agreed.</p> <p>ACTION: Deputy Clerk to obtain costs for 40 tonne of scalping's</p>
389.	Parsonage Green
a.	<p>Response received re the condition of the Green after the building works</p> <p>A letter had been received stating that the work would be completed by 20th March. The Committee were pleased and would be monitoring the site.</p>
b.	<p>Response received re Parsonage Green Culvert if applicable</p> <p>An email had been received from a Senior Engineer at Essex County Council Highways advising that the water level in the culvert in Elm Close was too high and that they would keep an eye on it and would carry out the necessary work once levels had dropped.</p> <p>School Lane drainage problem – the flooding that occurs on the side of the road by the school playing field is thought to be due to restricted pipes in four areas. A Drainage Engineer is arranging for a CCTV survey to locate the problem areas and it is likely that sections of pipeline would need to be replaced in the future.</p>
390.	Financial Matters
a.	<p>To consider any purchases under budget headings</p> <p>The Chairman asked permission to purchase more bulbs to be planted at various sites towards the end of the year including along the path that runs from Glebe Crescent/Main Road. All were in agreement.</p>
b.	<p>To consider the purchase of two litter bins - one to be placed at the bus stop near to the junction of Erick Avenue and one at the bus stop opposite Court Road</p> <p>The Deputy Clerk had obtained a quote from Chelmsford City Council – the price for each bin will be £210.00 each plus an installation fee of £60.00 however if two bins were ordered there would only be one installation charge and they could be installed within 5-7 working days. All members agreed to purchasing two bins at a total cost of £480.00 to be paid from the seats/bins/shelters budget as long as Chelmsford City Council were happy to empty them.</p> <p>ACTION: Clerk to order bins and agree installation</p> <p>Deputy Clerk to contact Chelmsford City Council to check that they would be happy to empty them</p>
c.	<p>To consider the purchase of additional litter pickers to be used by volunteers</p> <p>The deputy Clerk informed the Committee that a request had been made from Councillor Carter regarding the use of litter pickers by volunteers to help clear rubbish from around the village. All members agreed to purchase six Litter pickers to be kept in the Parish Council office for use by volunteers.</p> <p>ACTION: Deputy Clerk to place order</p>
d.	<p>To consider purchasing two benches for Centenary Wood</p> <p>The Deputy Clerk had obtained a quote for the purchase of two log benches plus delivery at a cost of £560.00 to be paid from the seats/bins/shelters budget. All members agreed to this purchase and Councillors along with volunteers will help get the site ready for the delivery.</p> <p>ACTION: Clerk to order benches and arrange for delivery</p>
	<p>A request had been received for a bus shelter to be placed at the bus stop near to Erick Avenue. The pavement is very narrow at that point and the Committee decided to consult Essex County Council to see if it would be possible to place one at this site and to ascertain if there was a budget for funding of new bus stops in the next financial year.</p> <p>ACTION: Clerk to contact Essex County Council</p>

391.	Centenary Wood – to receive update Cllr Tranquada The Chairman informed members that pruning and weeding had taken place and that the bluebells would soon be in flower along with other bulbs planted on the site.
392.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada The Chairman informed members that walks were taking place at regular intervals.
393.	Street Furniture Inspection Record The Deputy Clerk informed members that the bin on Church Green had now been repaired by Chelmsford City Council.
394.	Items of information from the Chairman The Chairman had nothing to report.
395.	Correspondence Received (if any) No correspondence had been received.

There being no further business the Chairman closed the meeting at 9.25p.m.

Signed:.....

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Dated:.....

