

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 11th May 2016 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

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

Public Question Time

No members of the public were present.

500. Apologies for absence
Apologies were received from Councillor Smith.

501. Declarations of Interest
No declarations of interest were made.

502. To approve Minutes and matters arising from last meeting
The minutes were duly approved and signed by the Chairman.

503. Allotment Site

a. Review of allotment waiting list
The deputy Clerk informed members that there are no vacant plots at the present time and there are two people on the waiting list.

b. Allotment monitoring carried out 9th May
Councillors Tranquada, Garwood and Howell had carried out allotment monitoring and found that there were several plots that would need letters sent but on the whole the site was looking very well kept.
ACTION: Clerk send letters

504. Financial Matters

a. To consider any purchases under budget heading
Six Hi-vis waistcoats would need to be purchased with Village Volunteer printed on the back to be kept in the Parish Office in readiness for organised litter picks.
ACTION: Clerk to order Hi-vis waistcoats

b. To consider the cost of allotment numbering
The Village Attendant had provided a plastic plaque for members to consider however the price for these would prove too costly. The Committee decided that wooden stakes with numbers burnt into them may be a cheaper option and only be required for the plots that were not numbered at the present time. Councillors Garwood, Howell, Hubble and Tranquada were in favour of this but Councillor Thomson was against the idea.
ACTION: Deputy Clerk consult with Village Attendant

505. To discuss litter close to Chelmer Valley High School and receive information
Councillors Daden and Hubble had met with Mrs Goodchild (Head Teacher) and Mrs Wilcox (teacher that runs the Student Voice) recently to discuss the litter problem around Chelmer Valley High School along with the footpath that runs from the back of the Church to the school. Councillor Hubble informed members that it was a very useful meeting. After a lengthy discussion it was decided that the Deputy Clerk contact ECC Highways to see if the kissing gate could be removed as this is where students congregated and be replaced with something that could be easily used by people with pushchairs/buggies etc.

Signed: 

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	<p>Councillor Thomson informed members that the proposed cycle way would be using this path and that there may well be plans to change the kissing gate. The Committee decided that Councillor Blake (Chairman of Planning Committee) be contacted before a letter be sent to ECC Highways regarding this matter.</p> <p>The Committee also discussed the possibility of funding two banners for Church and Angel Green designed by the students advertising keeping the Village clear of litter.</p> <p>Councillor Howell had recently driven through South Woodham Ferrers and had noticed signs on wheelie bins advertising speed restrictions. The Committee thought that it may be a good idea to have signs regarding keeping Broomfield clear of litter.</p> <p>ACTION: Cllr Hubble will discuss the outcome of the meeting with Cllr Daden Deputy Clerk contact Cllr Blake re the footpath and kissing gate Deputy Clerk contact South Woodham Ferrers re the signs for wheelie bins</p>
506.	<p>Angel Meadow –dates for painting of play equipment</p> <p>The Village Attendant had primed parts of the Multi-play equipment in readiness for painting. It was decided that the paint and equipment be brought to the Parish Office so that the Committee could gain access once dates had been arranged.</p> <p>ACTION: Deputy Clerk to arrange for painting equipment to be brought to the office</p>
507.	<p>To consider pollarding trees in Glebe Crescent – Main Road alleyway</p> <p>The Deputy Clerk informed members that a request had been made from resident in Main Road to pollard the trees. The Deputy Clerk had contacted CCC and the approved Tree contractor and both had suggested that it would be acceptable to carry out work to the trees. This will be part of a five year cycle, all members agreed for the work to be carried out.</p> <p>ACTION: Deputy Clerk to let resident know and inform Tree Contractor that the work can be carried out.</p>
508.	<p>To consider planting of Village Gateways</p> <p>After a lengthy discussion the Committee decided that bulbs could be planted around the gateway near to Aubrey Close. The Deputy Clerk will contact ECC Highways regarding the services that could possibly run below the surface on the site and also ask for locations on the green where it would be possible to plant.</p> <p>Councillor Hubble pointed out that the sign on the opposite side of Main Road is dirty where the contractors moved it and wondered if the Village Attendant would be able to clean it.</p> <p>ACTION: Deputy Clerk contact ECC Highways Deputy Clerk to ask Village Attendant to clean village gateway</p>
509.	<p>To appoint volunteer Tree Warden</p> <p>The Deputy Clerk informed members that a volunteer is willing to look at the trees owned by the Parish Council. All of the Committee were in agreement, training would be provided by Chelmsford City Council. The Clerk will inform that volunteer and suggest that any findings be reported to the Parish Office.</p> <p>ACTION: Clerk to contact volunteer</p>
510.	<p>Centenary Wood – to receive update Cllr Tranquada</p> <p>The Chairman reported that Roger Cole had carried out an extensive survey of the trees within the wood and had found that some would need to be felled. Councillor Tranquada will identify these trees with spray paint and a volunteer would carry out the work with his chain saw, the Deputy Clerk will find out if the Parish Council insurance will provide cover for this work to be carried out. Members discussed the possibility of planting an Oak tree within the wood in the future. It was also reported that the wild flower beds had been weeded.</p> <p>ACTION: Deputy Clerk to find information from insurance company</p>

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511.	<p>Parish Paths Partnership (P3) – to receive update Cllr Tranquada The Chairman informed members that black marker pens would be required to highlight the way marker posts. ACTION: Deputy Clerk to purchase black marker pens</p>
512.	<p>To receive Health & Safety Inspections</p>
a.	<p>To note Health & Safety Inspections - carried out by the Village Attendant The Deputy Clerk reported that the horse in the play area had been painted and that the wooden foot rests were in the process of being replaced. Shackles and bushes had been replaced in the cradle swings and the swing bars on the fit trail were being monitored.</p>
513.	<p>Items of information from the Chairman The Civic Amenities Committee had been asked to provide information for the Parishioners at the Annual Parish Meeting. The Chairman had asked for use of the screen and projector to show clips of the volunteers working in Centenary Wood. The possibility of reducing the cost of Country Stile was also discussed and the Committee asked the Deputy Clerk to find out how many copies were still in storage. ACTION: Deputy Clerk to find out how many copies of Country Stile were still available</p>
514.	<p>Correspondence Received (if any) A request had been made from a Parishioner for a Dog Waste Bin to be placed near to Court Road. The Committee discussed the possibility but as the Parish Council would now have to pay £100 per year to have it emptied all were in agreement that no further bins would be installed by the Parish Council at the present time. However they decided to ask assistance from City Councillor Pontin with this matter, the Parish Council would help with the funding of the bin if it could be emptied free of charge. Councillor Hubble informed members that a bin had recently been installed outside of the CO-OP. All decided that a thank you letter be sent. ACTION: Clerk to contact Councillor Pontin Deputy Clerk send letter</p>

There being no further business the Chairman thanked members for attending and closed the meeting at 9.25p.m.

Signed: 

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