

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 11th June 2014 at 7.30pm. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

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

Public Question Time

No members of were public were present

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| 44. | Apologies for absence
Apologies were received from Councillors Wrenn and Smith |
| 45. | Declarations of Interest
No declarations were made |
| 46. | To elect the Chairman and Vice Chairman
Councillor Steed proposed Councillor Tranquada to be elected as Chairman, this was seconded by Councillor Garwood. Councillor Tranquada agreed to stand as Chairman and was duly elected.
Councillor Tranquada proposed Councillor Steed be elected as Vice Chairman, this was seconded by Councillor Garwood. Councillor Steed agreed to stand as Vice Chairman and was duly elected. |
| 47. | To approve Terms of Reference & consider change of name for Committee
Amendments were made as following: Councillors perused the Terms and conditions and all agreed that under the section Delegated Powers:
b. To take action to implement control of the allotment gardens, <i>(the following be added)</i>
<i>Centenary Wood, Play Area, Five Greens and Angel Meadow.</i>
Members discussed a name change for the Committee and decided that they would like to be renamed as The Village Facilities Committee. This will be reported at the next Parish Council meeting.
Action: The Deputy Clerk will inform the Clerk of the additions and name change and these will be adopted at the next Parish Council meeting. |
| 48. | To approve Minutes and matters arising from last meeting 14th May 2014
Minute no. 485. Concerns had previously been raised over the safety of a small stream that runs within the wood, Councillors will look at the stream before the next Village Facilities meeting and report back.
The minutes were duly approved and signed by the Chairman. |
| 49. | Allotment Site |
| a. | Review of allotment waiting list
The Deputy Clerk informed members that there were now three people on the waiting list. |
| | After the last allotment inspection it was decided that two letters would be sent out to allotment holders.
Action: Clerk to send letters |
| | Concerns had been raised over the brambles growing in the ditch bordering the allotment site, Councillor Tranquada will cut back the brambles and requested that the ownership of the ditch be established.
Action: Deputy Clerk to enquire as to the ownership of the ditch |

	Councillor Tranquada will purchase two new padlocks to secure the taps on the site at a cost of up to £20.00 funded from the Repairs to Standpipe budget.
	<p>The Chairman had received a request from the Chairman of Broomfield Cottage Gardeners Society asking permission from the Parish Council for the Cottage Gardeners to install water butts within the compound at the allotment site. This will be funded by the Broomfield Cottage Gardeners Society. Councillors were in agreement with the request and Councillor Tranquada will inform Chairman of the decision.</p> <p>Action: Councillor Tranquada to inform Broomfield Cottage Gardeners Society of decision</p>
50.	Parish Cleansing Day Tuesday 19th June 2014
a.	<p>Parish Cleansing Day 10am – 1pm with Chelmer Valley High School – schedule to be confirmed, volunteers required</p> <p>Councillors Tranquada, Garwood, Carter, Steed and Mullender will all assist with the litter pick and will meet with the representatives/pupils from Chelmer Valley High School at 10am at the school gate.</p>
51.	Permission received from the Environment Agency
a.	<p>Permission granted to spread scalping's on car park on allotment site</p> <p>The Deputy Clerk had informed members that she had received information from Highways that road scalping's would no longer be free and that they would now need to be purchased at a cost of £150.00 per lorry load (20tons). Members agreed to purchase 20 tons of scalping' and arrange for them to be delivered to the site. This will be paid from the Earmarked Reserves, Village Maintenance budget.</p> <p>Action: Clerk to order scalping's and arrange delivery</p>
52.	To consider any purchases under budget headings
a.	<p>Estimate received for wheelchair friendly roundabout</p> <p>Members agreed that this purchase would be considered at a later date.</p>
b.	<p>To consider a proposal from Broomfield Village Hall Charity to provide funding to re-site the kickwall (circa £2000) for approval at full Parish Council Meeting</p> <p>The Committee were in agreement that the Parish Council fund the re-siting of the kickwall. This item will be discussed at the next Parish Council meeting.</p>
	<p>The Deputy Clerk informed members that the metal fence around the play area was now complete and the final cost will be £7,405.48. This will be funded from Earmarked Reserves, Section 106 Reserve and Playground Equipment. Councillors agreed that the fence was a great improvement to the play area.</p>
53.	<p>To consider dates and timings for future Civic Amenities meetings</p> <p>Councillors gave their views on evening /daytime meetings and it was decided that meetings continue to be held during the evening. There would be one exception, the meeting on the 9th July will be at 10am and start at the allotment site, move onto Centenary Wood and finish at the play area. All Councillors were in agreement.</p>
54.	<p>Centenary Wood – to receive update Cllr Tranquada</p> <p>Councillor Tranquada produced a map detailing trees in Centenary Wood provided by Roger Cole. Some trees were highlighted as needing maintenance. Work had already been carried out by Councillors, Volunteers and Roger to the various trees. Members agreed to write to Roger Cole thanking him for his hard work and assistance.</p> <p>Action: Clerk to write to Roger Cole</p>

55.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada The Chairman reported that the Five Greens Walk will take place during July. The P3 group will be working on the path that goes from Angel Meadow through to the lower field. This section of footpath becomes increasingly muddy when wet and is well used by the public. Scalping's would be spread on the site.
56.	Items of information from the Chairman The Chairman had noticed that the Broomfield Football Club had been playing on Angel Meadow over the past few Saturdays. Noted.
57.	Correspondence Received (if any) This item was previously taken under minute no. 49 concerning Broomfield Cottage Gardeners Society.

There being no further business the Chairman closed the meeting at 9.30p.m.