

## BROOMFIELD PARISH COUNCIL

**A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 12<sup>th</sup> November 2014 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

**227. Apologies for absence**

Apologies were received from Councillors Smith and Wrenn

**228. Declarations of Interest**

Councillors Steed and Thomson had a non-pecuniary interest as members of Broomfield Cottage Gardeners' Society – for which they hold a dispensation until July 2015.

**229. To approve Minutes and matters arising from last meeting 22<sup>nd</sup> October 2014**

The minutes were duly approved and signed by the Chairman.

**230. Allotment Site**

**a. Review of allotment waiting list**

The Deputy Clerk informed Members that there were several people from the Village (some of whom were existing allotment holders who had requested specific plots) and that there was one person from Chelmsford on the allotment waiting list.

**b. Review of recently inspected allotment plots 10th November**

Various problems had been noted but all members agreed that no letters would be sent out at the present time.

**c. To consider Allotment Tenancy Agreement**

All members agreed that no alterations needed to be made.

**d. Review of allotment letter to go with renewal agreement for 2015**

Amendments would be made to the letter to include, the use of weed killer, taps and the grass track to the top of the site.

**e. To consider the alarm situated in the large barn being used by Broomfield Cottage Gardeners Society**

All members agreed that as the Parish Council does not require the alarm system as part of their insurance then it would be disconnected at the same time as an electrical inspection would take place. A letter would be sent to the secretary of Broomfield Cottage Gardeners' Society informing them of the works that the Parish Council would be undertaking.

**ACTION: The Clerk will inform Broomfield Cottage Gardeners' Society of the decision to disconnect the alarm and that there would be an electrical inspection carried out once a date had been established.**

**231. Financial Matters**

**a. To consider any purchases under budget headings**

No further purchases would need to be made at the present time. Councillor Tranquada informed members that a recent inventory of the equipment kept at the barn had recently been carried out.

**232. Centenary Wood – to receive update Cllr Tranquada**

	The Chairman informed members that there was ongoing maintenance in the Wood.
233.	<p><b>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</b></p> <p>The Chairman informed members that Adam Jenkins, the Public Rights of Way Inspector would be meeting the Volunteers before the next meeting on Tuesday 18<sup>th</sup> November. Parsonage Green ditch would be cleared on Tuesday 2<sup>nd</sup> December by Volunteers and a skip would be required.</p> <p><b>ACTION: Deputy Clerk to order skip</b></p>
234.	<p><b>Grass Cutting – to note that the last cut of this year was carried out on 24th October</b></p> <p>An invoice had been received for the second half of the cutting season and the amount included the hand cutting of Angel Meadow Hedge as it had become too overgrown for a tractor to carry out the work. The Chairman requested that an email be sent to the P3 Volunteers asking them to look at the hedge and consider the possibility of them carrying out work to it in the future.</p> <p><b>ACTION: Email to be forwarded to TT</b></p>
235.	<p><b>Items of information from the Chairman</b></p> <p><b>Parsonage Green</b> – After a lengthy discussion about the condition of the soil on Parsonage Green adjacent to Parsonage Barn now that the building works had been completed the Committee decided that a letter would need to be sent regarding the state of this parcel of land. The Committee had noted that there had been work carried out to remove that large debris left by the builders but that there was still an amount of rubble that needed to be removed before the grass contractors would be able to cut the grass without causing damage to their mowers. The Parish Council would also need assurance that the area would be either turfed or re-seeded as verbally agreed by the owner of the dwelling.</p> <p><b>ACTION: Clerk to write letter</b></p> <p><b>Allotment holder</b> - The Chairman had taken a picture of an allotment holder whose family had been cultivating the plot for the last 70 years and would be sending it to the Editor of Broomfield Times for a future issue.</p>
236.	<p><b>Correspondence Received (if any)</b></p> <p>An email had been received from The Community Engagement Officer at RCCE regarding the pollution of rivers called 'The Yellow Fish Project'. The Committee agreed that Broomfield Primary School would be contacted regarding this matter, if applicable.</p> <p><b>ACTION: Clerk to reply to RCCE Email</b></p> <p>The Street Furniture Inspection Record – the Deputy Clerk showed members comments which had been supplied by the Village Attendant regarding maintenance of some pieces of street furniture. This was duly noted and thanks would be given to Stuart Jones for keeping the Village in such good order.</p> <p><b>ACTION: Clerk to thank SJ for his work</b></p>

*There being no further business the Chairman closed the meeting at 9.15p.m.*