

## BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 13<sup>th</sup> April 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.

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| 458. | <b>Apologies for absence</b><br>Apologies were received from Councillor Smith.   |
| 459. | <b>Declarations of Interest</b><br>No declarations of interest were made.  |
| 460. | <b>To approve Minutes and matters arising from last meeting</b><br>An alteration was made to minute no. 423 a. to read – At the moment there are five vacant half plots. The minutes were duly approved and signed by the Chairman.  |
| 461. | <b>Allotment Site</b>  |
| a.   | <b>Review of allotment waiting list</b><br>The Deputy Clerk informed members that by the end of the week she anticipated that there would be no vacant plots remaining on the site.  |
| b.   | <b>To consider request for pot grown fruit trees on allotment plus perimeter fencing</b><br>All of the Committee were in agreement with a pot grown fruit tree with dwarfing root stock. They discussed perimeter fencing and they agreed that this would be acceptable providing that it was at least six inches in from the path so that the grass could not grow into it and look messy.<br><b>ACTION: Deputy Clerk to inform allotment holder</b>  |
| 462. | <b>Financial Matters</b>   |
| a.   | <b>To consider any purchases under budget headings</b><br>The Committee decided that daffodil and crocus bulbs would need to be purchased later on this year to be planted on Church and Angel Green, however, they agreed that snowdrops should be purchased now for Parsonage Green and asked the Deputy Clerk to see if they were still available to purchase 'in the green'.<br><b>ACTION: Deputy Clerk to find information re snowdrops</b>   |
| 463. | <b>To consider purchasing additional litter pickers and gloves</b><br>After the 'Clean for the Queen' litter pick - members of the public had suggested that it become a regular event. This could possibly be linked in with the monthly coffee morning at the Village Hall so that volunteers could socialise with a coffee after picking litter. The Committee decided that this be promoted on the Parish Council website along with an article in Broomfield Times. They instructed the Deputy clerk to purchase two additional litter pickers and a box of disposable gloves and six Hi-Vis waistcoats for the volunteers.<br>Some of the volunteers had litter picked around the Scout Hut in School Lane and suggested that the Parish Council contact the Scout Leaders and suggest that they look into the various types of containers available to collect bulk waste paper/cardboard and enquire if it would be possible to have one without an open top.<br><b>ACTION: Deputy Clerk to order litter pickers and disposable gloves</b><br><b>Clerk to write to Scout Leaders</b> |

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464.	<b>Angel Meadow</b> Nothing to report at the present time.
465.	<b>Daffy Wood</b> The Chairman had led the last P3 walk to Daffy Wood and reported that the public using the wood were keeping the footpaths clear.
466.	<b>Centenary Wood – to receive update Cllr Tranquada</b> The Chairman reported that the wild flower beds were being maintained and that the Hazel and Cornice were being coppiced.
467.	<b>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</b> The next P3 walk will be taking place on Tuesday 19 <sup>th</sup> April - destination to be confirmed. The Chairman informed members that Health and Safety advice was always given prior to all the work undertaken by volunteers.
468.	<b>To receive Health &amp; Safety Inspections</b>
a.	<b>To receive information re the Village Attendant attending ROSPA Playground Inspection course</b> The Committee were delighted with the news that the Village Attendant had passed his course and was now qualified to carry out regular inspections – the Clerk had advised Chelmsford City Council to cease their inspections.
b.	<b>To note Health &amp; Safety Inspections - carried out by the Village Attendant</b> The Village Attendant had raised issues with the Orbit (roundabout) and a piece of equipment on the fit trail. The Deputy Clerk had contacted the Company that had supplied the equipment and an inspector had visited the site and reported that at present it should be monitored. The Committee were in agreement that if the Village Attendant should find any major faults with any piece of equipment he should rectify the problem as soon as possible after advising the Clerk - without having to consult with the Committee.
469.	<b>Items of information from the Chairman</b> The Chairman brought to the attention of the Committee problems with sending and receiving emails to other Parish Councillors. The Deputy Clerk informed members that this was being dealt with. A white van had been parked in the lay-by (Angel Green) for some weeks now and asked that the Deputy Clerk contact Chelmsford City Council plus the City Councillors to see if it could be removed. The Deputy Clerk informed members that there had been no reply from the Co-op regarding that installation of a litter bin or the owner of Felstead Field regarding the hedge. The Chairman requested that the litter bin be placed on the May agenda. <b>ACTION: Clerk contact City Councillors regarding the van in lay-by</b> <b>Deputy Clerk to contact CCC re van and add litter bin to next agenda</b>
470.	<b>Correspondence Received (if any)</b>
a.	<b>Rural Community Council of Essex 2016 Essex Village of the Year Competition</b> The Committee decided that they would not be entering the competition this year however Councillor Hubble requested that the Deputy Clerk forward the information for her to look at. <b>ACTION: Deputy Clerk to forward information</b>
b.	<b>Request received from Broomfield Cottage Gardeners Society for allotment visit 4<sup>th</sup> August</b> All of the Committee were in agreement with the allotment visit. <b>ACTION: Deputy Clerk contact BCGS</b>
c.	<b>To note thank you letter received from St Marys Church regarding donation of scalplings</b> Noted.

*There being no further business the Chairman thanked members for attending and closed the meeting at 9.05p.m.*

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