

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 14th May 2014 at 7.30pm in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

Members' Present: Chairman Tranquada Vice Chairman Steed

Councillors Thomson and Wrenn

Also Present: Mrs Wendy Martin (Deputy Clerk)

Public Question Time

No members of the public were present

480. Apologies for absence
Apologies were received from Councillors Garwood and Smith

481. Declarations of Interest
No declarations were made

To approve minutes and matters arising from Civic Amenities Committee Meeting held on 9th April 2014

Items in the minutes were discussed:-

Wicksteed Inspection Report (Min.no. 447)

The Deputy Clerk informed the Committee that the play area fencing would be replaced the week beginning 19th May and that the park would be closed for up to five days. The Committee wished that various items of play equipment highlighted in the report be painted during the closure – however, due to the lack of time to organise this and with the Village Attendant being on Annual Leave - it was decided that this would be carried out at a later date.

A new map of Broomfield Village (Min. no. 450)

The Deputy Clerk had obtained maps from Chelmsford City Council and had passed them onto Councillor Tranquada. A footpath map of Galleywood Parish was shown to the Committee members which they found very informative. It was decided that information would be sought from Galleywood Parish Council as to where it was published and the costs involved etc.

The minutes were duly approved and signed by the Chairman

Action: Deputy Clerk to order hazard tape and put information regarding the play area closure on the website

Clerk to contact Galleywood PC for further information regarding Parish Footpaths Leaflet

482. To review roles & responsibilities of Village Attendant (probationary period nearing completion)
The Committee reviewed the duties that the Village Attendant had been carrying out over the last few months and it was agreed that there was no need to make any changes to his work schedule. He had been reporting to the Clerk regularly and she was more than happy with his work. He had also met with Councillor Tranquada on several occasions to discuss various areas within the village. The Committee were all in agreement that his roles and responsibilities did not require alteration at this time.

483. Allotment Site

a. Review of allotment waiting list
The Deputy Clerk informed the Committee that there was one new person on the waiting list. An allotment holder had emailed the Deputy Clerk thanking Councillor Tranquada and helpers for help in digging his allotment plot.

b. To consider request for allotment refund
It was resolved to provide a refund.
Action: Clerk to send cheque

Signed:.....

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Dated:.....

	The next allotment inspection will take place on 9 th June
484.	To consider any purchases under budget headings
a.	To approve costs for repairs to wetpour in play area All members agreed to repair wetpour to be funded from Angel Meadow Maintenance & Repairs budget at a cost of £315.00, this will include minor repairs to play equipment. Action: Clerk to accept quote
485.	Centenary Wood – to receive update Cllr Tranquada A question was raised over the safety of the stream that runs in the wood, the Committee discussed and the Councillors decided that they would look at the site and report back at the next meeting.
486.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada Work will take place in Newland Grove next Tuesday and volunteers were requested.
487.	Items of information from the Chairman 500 snowdrops had been planted on Parsonage Green but concerns were raised over the condition of the bulbs. The Deputy Clerk will email the company and question as to why they were packed in mud rather than in the green. A report had been circulated to members from Councillor Tranquada regarding the Annual Report to go in the next edition of Broomfield Times. It was requested that the Committee look at the document and advise of any alterations that would need to be made. Councillor Thomson had received a complaint re an overgrown footpath within Broomfield, the Deputy Clerk informed the Committee that this path had been reported on many occasions over the past weeks to Essex County Council Highways. The Committee decided that this be reported to the City Councillors. Action: Deputy Clerk to send email re snowdrops Clerk to email the City Councillors re footpath
488.	Correspondence Received Consideration of future meetings to be held during the morning were discussed and this will be discussed at the next Civic Amenities meeting.

There being no further business the Chairman closed the meeting at 9p.m.