

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 22nd October 2014 at 10.00 a.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

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

Public Question Time

No members of the public were present

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| 208. | Apologies for absence
Apologies were received from Councillors Smith and Wrenn |
| 209. | 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. |
| 210. | To approve Minutes and matters arising from last meeting 10th September 2014
The Minutes were duly approved and signed by the Chairman. |

211. Allotment Site

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| a. | Review of allotment waiting list
The Deputy Clerk informed members that there were several people on the allotment waiting list. The Chairman requested that the Allotment Tenancy Agreement be placed on the November agenda for discussion and informed members that the ditches next to the Barn and opposite the Barn on the site had now been cleared.
The next Allotment monitoring would take place on 10 th November 2014.
ACTION: Deputy Clerk to add Allotment Tenancy Agreement to November agenda |
| b. | To receive information from the meeting with the Public Health Officer from Chelmsford City Council on allotment site 8-10-14
The Deputy Clerk had met with the Officer and reported that at the present time there was no reason to carry out any action regarding this matter. |

212. Financial Matters

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| a. | To discuss and approve budgets 2015/16
It was decided the Brush Cutter and Strimmer be serviced during the early part of 2015 as part of the ongoing maintenance schedule.
Budgets were discussed which included allotment prices, the hire of the Barn by Broomfield Cottage Gardeners' Society, hire of Angel Meadow and the changing of some headings for Earmarked Reserves – this will include a new reserve fund for Tree Pollarding and Planting. All members agreed to the changes as per attached sheets.
See sheets for budgets and notes. |
| b. | To consider purchasing a Wheel chair friendly roundabout
A grant had been applied for and the Committee were awaiting a response. |
| c. | To consider the cost of the publication of Broomfield Village Map
No further action was required at the present time. |
| d. | To consider any purchases under budget headings
Councillors Tranquada would be purchasing gloves, protective glasses and a hedge trimmer for the work undertaken by Councillors and Volunteers around the Village. |

213.	Winter salt bag scheme
a.	Appointment of Co-ordinator re Volunteers Councillor Steed volunteered to undertake this role.
214.	Broomfield Football Club
a.	To receive signed Football Pitch Booking Form and the Angel Meadow Programme of Works Noted
215.	Centenary Wood – to receive update Cllr Tranquada Councillor Tranquada informed members that the Wood was looking especially pretty at the moment with autumn colour and the rosehips and encouraged members to visit the site.
216.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada Councillor Tranquada informed members that a walk had taken place recently and was pleased to report that the footpaths in the Village were well used.
217.	Items of information from the Chairman Nothing to report at the present time.
218.	Correspondence Received (if any)
a.	Invitation to Essex Playing Fields Association AGM Thursday 23rd October 8 pm Noted
b.	To note cheque received from Chelmer Valley High School towards new bin installed near to school The Committee were grateful for the donation towards the new bin and the Clerk informed members that a thank you letter had been sent.
c.	Email received from Chelmsford City Council re Rights of Way Works – 2014 Noted

There being no further business the Chairman closed the meeting at 12.40