

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 9th December 2015 at 10a.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

Members' Present: Chairman Cllr Tranquada, Vice Chairman Cllr Garwood, Councillors Hubble & Thomson

Also Present: Mrs Wendy Martin (Deputy Clerk)

Public Question Time

No members of the public were present.

296. Apologies for absence
Apologies were received from Councillors Howell and Smith.

297. Declarations of Interest
Councillor Garwood declared a non-pecuniary interest in minute number 303

298. To approve Minutes and matters arising from last meeting
The minutes were duly approved and signed by the Chairman.

299. Allotment Site

a. Review of allotment waiting list
Noted. Councillors perused the letter that would be sent out to the allotment holders for the forthcoming year and had suggested that the alterations relating to the additional user on the Allotment Tenancy Agreement be highlighted.
ACTION: Clerk to make alterations & send out allotment agreements

b. To note that the Village Attendant is clearing/organising the small compound
Noted.

300. Financial Matters

a. To consider any purchases under budget headings
No purchases were required at the present time.

b. To consider Tree Maintenance Contract
This item had been discussed at an earlier meeting and the Deputy Clerk reported that an estimate for the works to be carried out as highlighted in the Annual Tree Inspection which will form part of the Maintenance contract was still awaited.
The Committee felt that an inspection may still be required annually by Place Services, Essex County Council and requested that the Deputy Clerk provide further information regarding the frequency of the inspections to the next Civic Amenities meeting.
ACTION: Deputy Clerk to gather information for Jan meeting

c. To note the purchase of a cordless sander
Noted.

d. Update on the proposed dog waste bin in Goulton Road
No further information had been received re the location of the bin.

301. Angel Meadow

a. To discuss Football club booking form for Angel Meadow
Councillors Tranquada and Garwood had previously met and made alterations to the booking form which all Councillors discussed at length during the meeting. Several proposals were made and it was agreed that more alterations would be required and this item would be placed on the January Civic Amenities Agenda. Members requested that the Deputy Clerk obtain a maintenance schedule along with costings for the work to Angel Meadow to be considered in the future.

Signed:.....

Dated:.....13/1/16.....

	ACTION: Deputy Clerk to add to January agenda & obtain maintenance schedule
b.	To discuss a proposed meeting with the football club The Committee decided that this would be arranged once the booking form had been agreed.
c.	To discuss the cost of hiring Angel Meadow Members agreed to increase the hire of Angel Meadow to Broomfield Football Club from £37.00 to £40.00 for a Senior Match and from £20.00 to £23.00 for a Junior Match. ACTION: Deputy Clerk to amend the Civic Amenities Hire Charges to reflect the increase for 2016 Clerk to advise BFC of pitch hire increase
302.	To receive the name for the bear bin situated within the play area & discuss prize Names had been received from all the classes at Broomfield Primary School – the Clerk was invited to pick one of the folded papers and the name ‘Barney’ was selected. It was resolved that two £10.00 book tokens would be given to the two classes that had chosen the name. ACTION: Clerk to purchase book tokens and send to Broomfield Primary School
303.	Church Green seating – public responses received It is the proposal of the Civic Amenities Committee that a bench be placed close to the Church looking towards the Green (location to be decided) for a trial period. This proposal will be taken to the December Parish Council meeting to be discussed further. Members asked the Deputy Clerk to find out how many Parishioners had requested additional seating on the Green at the Annual Parish Meeting. If the Councillors agree with the proposal - the design of the bench will be discussed at the January Civic Amenities Meeting. ACTION: Clerk to place item on December Parish Council agenda Deputy Clerk to gather information from Annual Parish meeting
304.	To note the Grass Cutting schedule for 2016 – 2017, estimates received Four estimates had been received and all members resolved to appoint JCM Services for a further two year period. ACTION: Clerk to inform JCM Services of decision
305.	Centenary Wood – to receive update Cllr Tranquada Councillor Tranquada had no information to report at the present time.
306.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada The grant sum from Essex County Council was noted and Councillor Tranquada informed members that the meeting on the 15 th December would be a working party.
307.	To receive Health & Safety Inspections Noted. No issues were highlighted at present.
308.	Items of information from the Chairman The Chairman had no further items to report. Councillor Garwood had received a complaint regarding the footpath in between the bus stops opposite Jubilee Avenue and Court Road being overgrown. The Deputy Clerk informed members that she had reported this footpath many times in the past to Essex County Council and Chelmsford City Council.
309.	Correspondence Received (if any)
a.	Resignation received from Ian Hughes as the Parish Tree Warden Councillors agreed that a letter be sent thanking Ian for all of his hard work in looking after the trees within Broomfield over the years, it has been much appreciated. ACTION: Clerk to send letter

There being no further business the Chairman thanked members for attending and closed the meeting at 12.30p.m.

Signed:..........

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Dated:..........