

## BROOMFIELD PARISH COUNCIL

**A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 9<sup>th</sup> July 2014 at 10.00am on the Allotment Site, Centenary Wood, Play Area and to be continued in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield**

<b>Members' Present:</b>	Chairman Tranquada, Vice Chairman Steed Councillors Thomson, Garwood and Wrenn
<b>Also Present:</b>	Mrs Karen Hurrell (Clerk to Broomfield Parish Council)

**An inspection of the Allotment Site, Centenary Wood and the Play Area on Angel Meadow had taken place at the start of the meeting.**

### Public Question Time

No members of the public were present

<b>86.</b>	<b>Apologies for absence</b> Apologies were received from Councillors Mullender and Smith
<b>87.</b>	<b>Declarations of Interest</b> No declarations of interest were made
<b>88.</b>	<p><b>To approve Minutes and matters arising from last meeting 11<sup>th</sup> June 2014</b></p> <p>Matters arising – <b>Min. No. 49a.</b> The Deputy Clerk had researched the ownership of the ditch and had found a map and documentation stating that the ditch either side of the entrance on the allotment site was in the ownership of the Parish Council.</p> <p>Councillor Tranquada had purchased two padlocks to secure the standpipes at a cost of £19.96.</p> <p><b>Min. No. 50a.</b> Parish Cleansing Day – litter picking had taken place with the help of volunteers and the children from Chelmer Valley High School which was greatly appreciated but it was disappointing to note that rubbish was now back in the ditch. A new bin would be provided (see minute item 91a)</p> <p><b>Min. No. 51a.</b> Scalping's on the allotment site - the Clerk had ordered the scalping's to be delivered to the allotment site and was informed that they were not available at the present time. It was decided that this matter would be further investigated.</p> <p><b>Action: Clerk to email request to Essex County Council Highways</b></p> <p><b>Min. No. 52a.</b> Wheelchair friendly roundabout – this item will be looked placed on the Precept meeting agenda.</p> <p><b>Action: Deputy Clerk to add to Precept agenda</b></p>
<b>89.</b>	<b>Allotment Site</b>
<b>a.</b>	<b>Review of allotment waiting list</b> Noted.
<b>b.</b>	<b>Review of warning letters sent since last meeting</b> A response had been received from an allotment holder regarding letters being sent - noted
<b>c.</b>	<p><b>Update on Standpipe repairs</b></p> <p>A water leak had developed below one of the standpipes – the mains water had to immediately be switched off to prevent any flooding and an emergency local plumber had been called to attend and fix the leak as quickly as possible. The Water Board had attended and made sure that the water had been turned off correctly and they would be coming back to check that the repair had been carried out satisfactorily.</p> <p>The Deputy Clerk had received complaints regarding the lack of water on the allotment site.</p>



<b>90.</b>	<b>Invitation to Participate in the 2014/15 Winter Salt Bag Partnership Scheme – Closing date 21<sup>st</sup> July 2014</b> It was decided that the Parish Council would participate in the Scheme but no more salt would be required at the present time.
<b>91.</b>	<b>To consider any purchases under budget headings</b>
<b>a.</b>	<b>To consider installing two new litter bins, one beside the gate by Chelmer Valley High School and one in the field adjacent to the rear of the School at a cost of approximately £270 each</b> The Committee Members decided that they would fund the bin by the entrance to the school at a cost of £270 to be paid from the Seats/Bins/Shelters Budget. A contribution from Chelmer Valley High School would be requested. It was decided that a letter would be sent to the Parks Department requesting that they replace the bin that the Parish Council had to remove from the previously leased play area behind Church Avenue. Report back to next meeting. <b>Action: Clerk to write to Chelmer Valley High School and Parks Department.</b> <b>Order new bin for entrance to alleyway next to Chelmer Valley High School/Church Ave</b>
<b>92.</b>	<b>To note that the Notice Board removed from Church Avenue is now in stored in the barn</b> All agreed that the bin would be disposed of safely by the Village Attendant Stuart Jones. It was decided to ask Stuart to come along to a Parish Council meeting to meet all of the Councillors. <b>Action: Clerk to instruct Stuart to dispose of the notice board and invite him to a future meeting</b>
<b>93.</b>	<b>Centenary Wood – to receive update Cllr Tranquada</b> The Committee members had visited the site prior to the meeting. After a discussion it was agreed that Craig Brewster from Chelmsford City Council (Playground Inspector) would be asked to look at the site and see if a risk assessment was necessary. The possibility of a notice on the gate saying “children to be supervised at all times” may be required. <b>Action: Clerk to request a visit from Chelmsford City Council and organise sign if necessary</b>
<b>94.</b>	<b>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</b> P3 members would be carrying out maintenance on the Five Greens walk to remove brambles etc. from the footpaths next Tuesday in preparation for the walk on 20 <sup>th</sup> July.
<b>95.</b>	<b>Items of information from the Chairman</b> Nothing to report.
<b>96.</b>	<b>Correspondence Received (if any)</b> No correspondence had been received.

*There being no further business the Chairman closed the meeting at 11.50a.m.*