

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 22nd January 2014 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

Members' Present: Chairman Councillor Tranquada Vice Chairman Councillor Steed
Councillors Garwood, Thomson and Wrenn

Also Present: Mrs Wendy Martin (Deputy Clerk)

Public Question Time No members of public were present.

343. Apologies for absence
Apologies were received from Councillor Smith

344. Declarations of Interest
No declarations were made

345. To approve minutes from Civic Amenities Committee Meeting held on 11th December 2013
The minutes were duly approved and signed by the Chairman

346. Allotment Site

a. Review of allotment waiting list
Noted

b. Review of recent inspected allotment plots 31st December 2013
Councillors Tranquada and Steed reviewed the inspected allotment plots which had been sent letters regarding the state of their plots - it was decided to send out renewal letters and new Allotment Tenancy Agreements to four of the five allotment holders. A reminder letter is to be sent to the tenant who has not responded to previous letters assuming that the tenancy is no longer required.
Action: Clerk to send out Allotment Tenancy Agreements & a reminder letter

c. Review of Allotment Tenancy Agreement
The Chairman had supplied the Committee members with an updated version for their perusal - this will be looked at again during the forthcoming year.
The Councillors decided that during winter months the taps will be turned off and the gate to the top of the site from the car park would be locked.
Bonfires on the site would also be discussed during further meetings.
Action: Councillor Tranquada to padlock gate to top allotment site
Action: Deputy Clerk to add to future agendas

d. Review of allotment letter
The Chairman had made alterations to the letter and once again this will be looked at during the forthcoming year.

347. To consider estimates for work to various trees as per Tree Survey - update
The Deputy Clerk informed members that only one estimate had so far been received. This item will be put on the February Civic Amenities agenda.
Councillor Garwood raised concerns regarding the coppicing of lime trees on Church Green, the Chairman thanked Councillor Garwood for bringing it to the Committees suggested that this matter was explored further.
Action: Deputy Clerk to add to the February agenda
Action: Deputy Clerk to contact Chelmsford City Council

348. To consider the wording and style of plaque for Ken Searles Tree and approve cost
The Chairman is awaiting wording from Mrs Searles

Signed:..... 79 Dated:.....

349.	<p>To consider quotations for new fencing around play area and CIF application</p> <p>The Deputy Clerk informed members that only two estimates had been received at the present time. The Chairman asked that the Deputy Clerk find out more information regarding one of the estimates.</p> <p>It was suggested that the Clerk contact Springfield and Writtle Parish Councils to find out more information regarding the metal fencing around their play areas and that the Deputy Clerk contact Pleshy Forge to see if it would be something that they would undertake. This item will be placed on the next Civic Amenities agenda</p> <p>Action: Deputy Clerk to contact Chelmsford City Council and Pleshy Forge and place this item on the February agenda</p> <p>Action: Clerk to contact Springfield and Writtle Parish Council</p>
350.	<p>To consider installation of outdoor gym equipment and funding</p> <p>The Chairman informed members on the types of equipment the he felt would be beneficial. He has looked at various sites and it was agreed the Councillors Tranquada, Steed and Garwood would visit sites together.</p> <p>Action: The Chairman will liaise with Councillors</p>
351.	<p>To consider the ownership of Daffy Wood</p> <p>The Chairman had provided a map of Broomfield showing the position of the Wood - the Civic Amenities agreed that the Parish Council would wish to take ownership of the Wood. This decision would be reported to the next Planning meeting. Councillor Thomson will investigate the history of Daffy Wood.</p> <p>Action: Clerk to add to the February Planning meeting agenda</p>
352.	<p>Centenary Wood – to receive update Cllr Tranquada</p> <p>Councillor Tranquada reported that the Green Flag had still not been delivered and that once again he had provided the address and that two further benches would be required in the Wood. Dates had been arranged for Working Parties for Centenary Wood and P3 during 2014 and had been circulated to the Volunteers. It was decided to publish the dates on the website.</p> <p>Action: Deputy Clerk to put dates on website</p>
353.	<p>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</p> <p>The Chairman informed members that he would be spraying dog faeces in Angel Lane, David Smith Field and Angel Meadow with yellow paint to highlight the problem of dog fouling in the areas. It was decided that the Parish Council contact Broomfield Football Club and ask how many deposits of dog faeces they clear up prior to their matches on Angel Meadow. Once the evidence had been received an article would be placed in Broomfield Times raising the concerns that the Parish Council have over this continuing problem and ask the Parishioners if they have any comments to make regarding this matter.</p> <p>Action: Clerk to write to Broomfield Football Club</p>
354.	<p>Items of information from the Chairman</p> <p>The Chairman informed members that the Five Greens Walk would now take place with Broomfield Footpath Society on the 25th June. Councillor Wrenn suggested that Malcolm Taylor (Broomfield U3A) be contacted regarding this matter and invited to join the walk along with members of U3A.</p> <p>The Chairman requested that Freemans Grass Cutting Contractors be contacted and asked that they give the Parish Council one weeks notice prior to the commencement of grass cutting so that the areas of bulb planting on the greens are highlighted with spray paint.</p> <p>Dates of the Allotment Inspections once arranged would be displayed at the allotment site</p> <p>Action: Councillor Tranquada to contact Broomfield U3A</p> <p>Action: Clerk to contact Freemans</p> <p>Action: Dates of allotment inspections to be placed on Allotment Notice Board</p>

Signed:..... 80 Dated:.....

355.	<p>Correspondence Received</p> <p>The Clerk had received contact from Wicksteed Leisure Ltd regarding the annual Playground Inspection which is due to take place shortly. Councillors Tranquada and Steed will be interested to accompany the Inspector and requested dates when this is likely to take place.</p> <p>An email had been received from Broomfield Football Club re the condition of the footpath that runs from the bottom of Angel Meadow through to the lower field requesting that the Parish Council part fund the purchasing of scalplings to alleviate the wet, muddy conditions of the path. This matter had previously been reported to the Public Rights of Way Officer and had been assessed. The Chairman had informed the Secretary of the Football Club regarding this matter. All members agreed not to part fund the work.</p> <p>Action: Clerk to contact Wicksteed and arrange date</p>
356.	<p>Winter Salt Bag Scheme – update</p> <p>Councillor Steed informed members that seven people had signed up to the scheme so far and that all had received information packs and that they had returned their signed forms to the Office.</p>
357.	<p>Councillor Wrenn asked the Chairman to consider that some of the Civic Amenities meetings be held during the day.</p> <p>The chairman asked the Committee their thoughts on this matter and it was decided that some of the meetings would be held during the day in the Parish Office. This will need to be arranged with the Committee members.</p> <p>Action: Deputy Clerk to place this item on the next Civic Amenities agenda</p>

There being no further business the Chairman closed the meeting at 9.35p.m.

