

## BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 12<sup>th</sup> October 2016 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

<b>Members' Present:</b>	Chairman Cllr Tranquada, Councillors Howell, Hubble and Thomson
<b>Also Present:</b>	Mrs Wendy Martin (Deputy Clerk) Three members of Broomfield Football Club, Duncan and Stuart Patterson and Sean McGinley

### Public Question Time

**204 c. As members of Broomfield Football Club were at the meeting all Committee members decided to take item 5c. at the beginning of the meeting.**

The Parish Council are wishing to relocate the kickwall and are considering installing outdoor table tennis equipment along with further seating on Angel Meadow.

Members from the football club were surprised that the Parish Council were considering making any alterations to the field. They explained that they had been playing football on the field for over one hundred years and that they had factored in the future use of playing on Angel Meadow when they were applying for funding grants.

The Chairman assured them that the Parish Council had never voted on a long term agreement for the football club to continue to use the full playing field but that he had hoped that they would still be able to continue to use the lower part of the field to play on.

Questions were put forward from members of the football club - has the Parish Council considered turning the playing field into an all-weather pitch?; where have requests come from and how many have been received for outdoor table tennis?; has the new owner of Angel Pavilion been consulted?; could the Committee guarantee that a nine a side team would still be able to play on the field?

The Chairman informed those present that an all-weather pitch had not been considered nor had any consultation taken place with the owner of Angel Pavilion but that they had listened to requests received from Parishioners. The Chairman agreed to measure the field to see if there would be enough space for a nine a side team to play and would inform the football club in due course.

An email had been received earlier on during the week from the football club regarding an overhanging branch that could impede the flight of the ball, they had requested be cut back.

The Chairman informed those present that a tree inspection report was awaited and that a tree surgeon would be asked to look at the trees in question and be guided by their report. Also an estimate would be required for the work. This item will be taken to the November agenda.

The Chairman thanked members of the football club for attending and they left the meeting at 8.30p.m.

**ACTION: Deputy Clerk to contact Tree Surgeon**

**Contact Sport England regarding an all-weather surface for the playing field**

**Councillor Tranquada measure and draw up plans of Angel Meadow**

**200. Apologies for absence**  
Apologies were received from Councillors Garwood and Mercer

**201. Declarations of Interest**  
Declarations of interest were received from Councillor Thomson and Hubble regarding minute number 205 (d)

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

Signed: 

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Dated: 9/11/16

<b>203.</b>	<b>Allotment Site</b>
<b>a.</b>	<b>Review of allotment waiting list</b> The Deputy Clerk informed members that there were currently six people on the waiting list.
<b>b.</b>	<b>To discuss allotment renewal letter for 2017</b> All members agreed to changes that would be made to last year's renewal letter. The Deputy Clerk showed members photographs of the recently constructed headwall around the drainage pipe in the ditch on the allotment site. All works had now been fully completed as per the engineers recommendations received from Essex County Council. The Chairman requested that the Clerk inform the Interim Disposals Commissioner at Essex County Council that the work had now been fully carried out and that there was a constant trickle of water coming from the pipe. <b>ACTION: Clerk to send email</b>
<b>204.</b>	<b>Angel Meadow</b>
<b>a.</b>	<b>To receive dates of fixtures and payment from Broomfield Football Club</b> No dates or fixtures had been received.
<b>b.</b>	<b>To receive update from Broomfield Football Club regarding removal of lighting pillars</b> The lighting pillars had now been removed from Angel Meadow and the relevant paperwork had been received from the electrical contractor however, the contractor had not been able to access the Angel Pavilion to check the power supply. They had copied an email they had received from the owner of the Angel Pavilion stating that there is no power supply connected to the building at the present time. The Chairman requested that an email be sent expressing health and safety concerns regarding the electricity supply and wished to seek assurance that when the power is re-connected then a report be sent to the Parish Council from a qualified electrician stating that all of the cables had been disconnected. <b>ACTION: Clerk to send email</b>
<b>c.</b>	<b>This item had been taken at the beginning of the meeting</b>
<b>205.</b>	<b>Financial Matters</b>
<b>a.</b>	<b>To consider any purchases under budget headings</b> The Chairman informed members that he would soon need to purchase gloves and shears, all agreed.
<b>b.</b>	<b>To consider the cost of electrical work to be carried out on Church Green regarding Xmas lights</b> The Deputy Clerk had received estimates for the electrical work that would be required - £1,691.00 which would include a ground floodlight and £4,698.49 for LED lighting to be placed in the tree. Members felt that they could not justify spending public money on this project at the present time. <b>ACTION: Clerk to inform Electrical Contractor of the decision</b>
<b>c.</b>	<b>To discuss hire charges for Angel Meadow and allotments</b> Angel Meadow – hire cost per day - members agreed to increase the hire costs to £146.50 for non-Parishioners and £86.00 for Parishioners although these figures will be considered further at the November Civic Amenities meeting. The hire charges for Broomfield Football Club were considered but these will be taken at the November Civic Amenities meeting as the size of the pitch may well be changed. Members agreed that allotment prices would remain the same as charges in 2016 but water charges would be increased by 50p. <b>ACTION: Deputy Clerk inform Allotment holders of price increase when allotment renewals are sent out during December</b> <b>Add cost of hire of Angel Meadow to November agenda</b>

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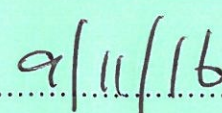
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d.	<p><b>To discuss hire charges for the large barn (Broomfield Cottage Gardener's Society) from October 2017</b></p> <p>All members agreed to increase the hire of the large barn by £25.00 making a total cost of £325.00 for the hire starting in October 2017.</p> <p><b>ACTION: Clerk to inform Broomfield Cottage gardener's Society of price increase.</b></p>
e.	<p><b>To consider hiring someone to help on allotment site and litter pick around the Village on a monthly basis</b></p> <p>Members of the Committee agreed to precept £1,200.00 in next year's budget for any help that may be required.</p> <p><b>ACTION: Deputy Clerk to inform the Clerk</b></p>
f.	<p><b>To consider the cost of replacing 'wet pour' in parts of the play area</b></p> <p>The Deputy Clerk had obtained two quotes for the work around the spinner. Members agreed that the Village Attendant be consulted regarding the removal of the wet-pour and replacing it with grass. Three estimates would need to be sought regarding the wet-pour around the edge of the 4 x bay swings. This item will be added to the next Civic Amenities agenda</p> <p><b>ACTION: Deputy Clerk obtain three estimates and consult with the Village Attendant – items to be placed on the November Civic Amenities agenda</b></p>
206.	<b>Church Green</b>
a.	<p><b>To receive information from the Conservation Officer regarding Xmas Lights</b></p> <p>The Conservation Officer can see no problem with Xmas lights on the Green.</p>
b.	<p><b>To receive information regarding UMSO Certification regarding Xmas Lights</b></p> <p>The Deputy Clerk had received information but as the Committee had decided that this work would not be going ahead a certificate would not be required.</p>
207.	<b>Village Greens</b>
a.	<p><b>To consider installing bollards around Parsonage and Church Green</b></p> <p>The Deputy Clerk will find more information for the November meeting.</p> <p><b>ACTION: Deputy Clerk add to November Civic Amenities agenda</b></p>
208.	<p><b>Consultation received re Payphone Kiosk Removal – Angel Green &amp; Church Avenue</b></p> <p>Members agreed to adopt the Payphone Kiosk on Angel Green with BT continuing to be responsible for the power supply free of charge however they did not wish to adopt the Kiosk in Church Avenue.</p> <p><b>ACTION: Clerk to inform BT &amp; Chelmsford CC</b></p>
209.	<p><b>Centenary Wood – to receive update Cllr Tranquada</b></p> <p>The Chairman informed members that general maintenance had been carried out recently.</p>
210.	<p><b>Parish Paths Partnership (P3) – to receive update Cllr Tranquada</b></p> <p>He Chairman informed members that parsonage Green maintenance would be carried out next Tuesday and that a skip had been ordered in readiness.</p>
211.	<b>To receive Health &amp; Safety Inspections</b>
a.	<p><b>To note Health &amp; Safety Inspections - carried out by the Village Attendant</b></p> <p>The Deputy Clerk informed members that the Village Attendant was constantly monitoring the equipment, completing the necessary written reports which were submitted and noted by the Clerk and that any urgent repairs were carried out immediately. All inspections were available to view in the Office.</p> <p>It was brought to members attention that the bus sign had been knocked from the bus stop opposite Court Road but that it had since been repaired by Essex County Council.</p>

Signed:.....

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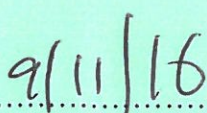
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212.	<b>To consider items on the Overarching Strategy Document</b> The Chairman requested that the proposed plans for Angel Meadow be up-dated on the document. <b>ACTION: Deputy Clerk to inform Clerk</b>
213.	<b>To receive signed Tenancy Agreement and payment from Broomfield Cottage Gardener's Society</b> A signed agreement along with payment had been received from Broomfield Cottage Gardener's Society which members duly noted.
214.	<b>Items of information from the Chairman</b> The Chairman had nothing further to report.
215.	<b>Correspondence Received (if any)</b>
a.	<b>To discuss the possibility of bulb planting around the Village</b> The Chairman reported that there was a small area within the Children's playground where bulbs could be planted in the future.
	A complaint had been received regarding the amount of litter from the three take away shops within the Village. The Chairman requested that the Clerk write to them regarding this matter. The Deputy Clerk will report back at a future meeting. <b>ACTION: Clerk to write letter</b>
216.	<b>Items to be highlighted from meeting for publication in Broomfield Times/ facebook/ Website</b> The Clerk had added a photograph to the website and facebook of the newly painted stones on Angel and Parsonage Green. There was nothing else to be reported on at the present time

*There being no further business the Chairman thanked members for attending and closed the meeting at 10.04p.m.*

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Dated:  .....