

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Civic Amenities Committee was held on Wednesday 8th March 2017 at 7.30p.m. in the Parish Council Office, Broomfield Village Hall, 158 Main Road, Broomfield

Members' Present: Chairman Tranquada, Vice Chairman Garwood
Councillors Howell, Hubble and Thomson

Also Present: Mrs Wendy Martin (Deputy Clerk)

417. To agree whether to record the Meeting or not
It was agreed not to record the meeting.

418. Public Question Time
No members of the public were present.

419. Apologies for absence
Apologies were received from Councillor Mercer.

420. Declarations of Interest
No declarations of interest were made.

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

422. To meet newly appointed Tree Warden
The Tree warden will be attending a future meeting.

423. Allotment Site

a. Review of allotment waiting list
The Deputy Clerk informed members that there were currently two people on the waiting list.

b. Review of security on the allotment site
The Deputy Clerk will consult with the Village Attendant regarding security on the allotment site. A notice will be put in the notice boards and an email sent to allotment holders regarding dumping of waste goods etc on the site.
ACTION: Deputy Clerk email allotment holders and produce sign for allotment site

c. To arrange a meeting for allotment monitoring
Members decided that would meet on the allotment site on Tuesday 11th April to carry out allotment monitoring.

d. To discuss the possibility of installing a push-fit tap to be funded from Earmarked Reserves – Standpipes
Members decided that they would install two further push-fit taps on the allotment site in the future. The work will be carried out by the Village Attendant.
The Chairman informed members that he had turned the water back on to all of the taps on the site.
ACTION: Deputy Clerk liaise with Village Attendant regarding push-fit taps

424. Angel Meadow

a. Up-date on meeting with Contractors re proposed re-siting of Kickwall & to consider quotations
The Committee had met with three contractors in recent weeks and the quotations were considered during the meeting. It was resolved to accept the quotation from Relay Ltd.
ACTION: Inform Relay Ltd accepting their quotation
Contact Broomfield Football Club informing them that the Kick/Sports Wall will be re-located in July 2017

Signed:.....

Dated:.....

b.	<p>To discuss Planning Application for proposed work to Angel Meadow Further information would be required regarding planning permission. This item will be discussed at a future meeting. ACTION: Deputy Clerk to place this item on the April agenda</p>
425.	Financial Matters
a.	<p>To consider any purchases under budget headings The Chairman suggested that crocuses, daffodils and snowdrops would need to be purchased in the autumn to be placed in locations within the Village. All members agreed to purchase bulbs for up to £100.</p>
b.	<p>To consider additional items involved in relocating the Kick/sports wall The Chairman informed members that a basketball hoop would need to be purchased and secured to the kick/sports wall and that a netball post would also be required in the future.</p>
c.	<p>Up-date on grants applied for work to Angel Meadow – Councillor Tranquada The Chairman informed members that he would be applying for a grant in April towards the cost in relocating the kick/sports wall on Angel Meadow.</p>
426.	Village Greens
a.	<p>To receive advice from the Conservation Officer regarding the decaying sleepers on Church Green and information received from City and County Councillors Councillors Garwood and Tranquada suggested a meeting with the Village Attendant on Church Green to discuss the matter. Members agreed to accept the offer from Essex County Council Highways regarding a proposed validation exercise concerning the verge. ACTION: Deputy Clerk arrange a meeting between Village Attendant and Councillors Accept offer from ECC Highways</p>
427.	<p>To consider purchasing a piece of land on Felstead Field for a bus shelter Members agreed to contact City Councillor Knight seeking his assistance in contacting the landowner of Felstead Field and instructed the Deputy Clerk to arrange a meeting between Councillors Knight and Tranquada on the site. ACTION: Deputy Clerk contact City Councillor Knight</p>
428.	<p>To discuss the possible uses of the Telephone Kiosk – School Lane/Main Road junction Members agreed to contact Broomfield Primary School regarding small displays for the kiosk. Red Paint would need to be purchased in the future for maintenance work. ACTION: Deputy Clerk to contact Broomfield Primary School and order suitable paint</p>
429.	<p>To consider entering RCCE 2017 Essex Village of the Year Competition Councillor Hubble agreed to look at the entry form. ACTION: Deputy Clerk to forward form</p>
430.	<p>Up-date on the Village Litter Pick 4th March 2017 – Councillor Hubble Councillor Hubble informed members that 20 people took part in the litter pick and collected 40 sacks of litter from around the Village. It is hoped that another Litter Pick will be arranged for September. Litter pickers and gloves had been provided by Chelmsford City Council for the event. Councillor Garwood agreed to write to Chelmer Valley High School regarding the amount of litter collected by the community close to the School.</p>
431.	<p>To discuss the possibility of planting fruit trees around the village An email had been received regarding funding for fruit trees from TESCO. Members agreed that if they would provide funding for an Old English Apple (variety to be confirmed) then one could be purchased for Centenary Wood.</p>

Signed:.....

Dated:.....

	ACTION: Deputy Clerk respond to email
432.	Centenary Wood – to receive update Cllr Tranquada The Chairman informed members that general maintenance had been carried out recently.
433.	Parish Paths Partnership (P3) – to receive update Cllr Tranquada Members agreed to invite Shirley Anglin (Public Rights of Way Officer at Essex County Council) to a P3 walk in the future. ACTION: Deputy Clerk to email with invite
434.	To receive Health & Safety Inspections
a.	To note Health & Safety Inspections - carried out by the Village Attendant Routine inspections were carried out on a regular basis and they were available to view in the office.
435.	To consider items on the Overarching Strategy Document The Committee decided that the document be updated regarding the moving of the Kick/Sports wall during the summer months.
436.	Items of information from the Chairman The Chairman had no further information to report at the present time.
437.	Correspondence Received (if any)
a.	Email received regarding a dog waste bin in Court Road In light of the funding required purchasing a dog waste bin and the extra cost involved with emptying the bin on an annual basis by Chelmsford City Council the Committee decided that they would not be purchasing any more bins at the present time. As City Councillor Knight had contacted the Parish Council regarding this matter the Committee asked that he be informed. ACTION: Deputy Clerk reply to Councillor Knight
b.	Email received from St Mary's Church requesting banner & wooden cross to be placed on Church Green along with approval for various other events throughout 2017 After a lengthy discussion the Committee decided to agree to a banner being placed on Church Green from Monday 10 th April but the request for a wooden cross to be placed on the Green was declined as at a previous meeting it had been decided that only banners would be placed on Village Greens. The Committee agreed to requests for the use of the Green for the May Fayre 20 th May, Songs of Praise 25 th June and the Pet Service 10 th September 2017. ACTION: Deputy Clerk reply to request
c.	Email received from GOODGYM regarding volunteer work within the Parish The Committee decided that the GOODGYM volunteers could assist with the moving of wood chippings located at the bottom of the David Smith Field to Centenary Wood. The Deputy Clerk will contact them to arrange for a suitable evening in the middle of May and report back to the Committee. ACTION: Deputy Clerk to arrange date and time
d.	Best Kept Playing Field Competition 2017 The Committee decided not to enter the competition this year.
438.	Items to be highlighted from meeting for publication in Broomfield Times/ facebook/ Website The Committee decided that the appointment of the Contractor to carry out the work on Angel Meadow would be published.

There being no further business the Chairman thanked members for attending and closed the meeting at 9.45p.m.

Signed:.....

Dated:.....

