

BROOMFIELD PARISH COUNCIL

Minutes of the Broomfield Parish Council's Civic Amenities Committee  
Held in the council Office at Broomfield Village Hall  
7.30p.m. on Wednesday 10<sup>th</sup> May 2017

511.	<p><b>Members attending</b></p> <p><b>Chairman:</b> Councillor Tranquada <b>Vice Chairman:</b> Councillor Garwood <b>Councillors:</b> Councillors Howell and Thomson</p> <p><b>Resolved:</b> Apologies were received from Councillors Hubble and Mercer</p>
512.	<p><b>Declarations of interests</b></p> <p>Councillors Thomson and Tranquada declared an interest in minute no. 508</p>
513.	<p><b>To consider recording the meeting</b></p> <p><b>Resolved.</b> The Committee did not agree to approve the recording of the Civic Amenities meeting.</p>
514.	<p><b>Public Question Time</b></p> <p>There were no members of the public present.</p>
515.	<p><b>To approve the minutes of the Civic Amenities Committee Meeting held 12<sup>th</sup> April 2017.</b></p> <p><b>Resolved:</b> The minutes of the Civic Amenities Committee Meeting held on 12<sup>th</sup> April 2017 are accepted as a true record.</p>
516.	<p><b>To meet newly appointed Tree Warden</b></p> <p>To be carried forward to a future meeting.</p>
517.	<p><b>Allotment Site</b></p>
a.	<p><b>Review of allotment waiting list</b></p> <p>The Deputy Clerk informed members that currently there was one person on the waiting list.</p> <p>'Goodgym' will be working on the allotment site on the evening of 31<sup>st</sup> May to aid with digging and clearing of the site.</p> <p>The Chairman reported that the ditch would need to be cleared of vegetation in future months.</p> <p>Councillor Thomson joined the meeting at 7.35p.m.</p>



14/6/17

518.	<b>Angel Meadow</b>
a.	<p><b>To note the date for the repositioning of Kick/sports wall will commence Monday 10<sup>th</sup> July 2017</b></p> <p>Councillors Garwood and Tranquada will meet with the contractor so that the positioning of the kick/sports wall can be marked out.</p> <p>The Deputy Clerk will inform Broomfield Football Club of the date that the work will take place.</p> <p><b>ACTION: Deputy Clerk contact Broomfield Football Club</b></p>
b.	<p><b>To note grass cutting of Angel Meadow – information received from Broomfield Football Club</b></p> <p>The Deputy Clerk had received information from Broomfield Football Club that they will continue with the grass cutting of Angel Meadow for the foreseeable future.</p>
519.	<b>Financial Matters</b>
a.	<p><b>To consider any purchases under budget headings</b></p> <p>At the last Civic Amenities meeting a budget of £150.00 was set aside for the purchasing of bulbs for various locations around the Village. The Chairman suggested that bulbs also be purchased for Centenary Wood. This item will be added to a future agenda for further discussion.</p> <p><b>ACTION: Deputy Clerk add to future agenda</b></p>
b.	<p><b>To consider additional items involved in relocating Kick/sports wall</b></p> <p>The Village attendant will be researching the basketball hoop and the Deputy Clerk had researched the netball post. The basketball hoop will need to be positioned on the kick/sports wall once relocated. Members asked the Deputy Clerk to liaise with the Village Attendant and contact Chelmsford City Council regarding the installation of the basketball hoop.</p> <p><b>ACTION: Deputy Clerk Liaise with Village Attendant and contact CCC</b></p>
c.	<p><b>To consider quotation regarding works to trees on Church Green as highlighted in the Tree Condition Survey</b></p> <p>The Deputy Clerk was awaiting a quotation for the works to trees on Church Green and will also be submitting a planning application as the trees are protected and are within a Conservation Area.</p> <p><b>ACTION: Deputy Clerk to add to agenda once planning permission had been given and the quotation had been received</b></p>



d.	<p><b>To consider request for dog waste bin in the Court Road area</b></p> <p>The Committee had discussed this item during previous meetings and all agreed that a letter be sent to Chelmsford City Council asking if Broomfield Parish Council were to fund the bin and installation to support dog owners at the North of the Village would they consider including it in their collection round free of charge.</p> <p><b>ACTION: Deputy Clerk send letter</b></p>
520.	<p><b>To consider Broomfield Cottage Gardeners Society continuing to trade in the Barn if it were to cease all other activities</b></p> <p>Councillors Thomson and Tranquada declared an interest in this item. An email had been received from the Treasurer of the Society regarding the above and also requesting what impact this would have on the rent that they currently pay. Members discussed this matter and it was resolved to write to the Society explaining that if they were to cease with activities that were of beneficial use to Parishioners this could have a significant impact on possible future rent of the building. They also asked the Deputy Clerk to seek the market value for such a building.</p> <p><b>ACTION: Deputy Clerk write to BCGS and seek market value for the property</b></p>
521.	<p><b>To consider comments regarding the bench close to the Church on Church Green – email received</b></p> <p>An email had been received regarding litter around the recently installed bench and the Village Attendant has been monitoring the site for the last two weeks. He had reported that on every visit he had only found a few items of litter (sweet wrappers etc). Members agreed to ask the Village Attendant to continue to monitor the site and requested that the Deputy Clerk reply to the email. This item will be added to the June agenda.</p> <p><b>ACTION: Deputy Clerk reply to email, ask Village Attendant to continue to monitor the site and add item to June agenda</b></p>
522.	<p><b>To note vehicle hire by Village Attendant</b></p> <p>Members decided that Vehicle Hire companies would be contacted regarding invoicing the Parish Council for van hire.</p> <p><b>ACTION: Clerk to contact Vehicle Hire companies regarding van hire and Deputy Clerk add to June agenda</b></p>
523.	<p><b>Bus Shelter adjacent to Felstead Field – to receive update from Councillor Tranquada regarding meeting with City Councillor Knight</b></p> <p>Councillor Knight had provided the Parish Council with a Land Registry document detailing the owner of Felstead Field. Members agreed to ask City Councillor Knight to contact the solicitor for the land owner asking if the Parish Council could purchase a small piece of land.</p> <p><b>ACTION: Deputy Clerk to email Councillor Knight with request</b></p>


 14/6/17

524.	<b>To receive Health &amp; Safety Inspections</b>
a.	<b>To note Health &amp; Safety Inspections – carried out by the Village Attendant</b> The Deputy Clerk informed members that the Health and Safety Inspections were kept in the office should they wish to inspect them.
525.	<b>Centenary Wood – to receive update Councillor Tranquada</b> The Chairman reported that general maintenance had recently been carried out to the Wood.
526.	<b>Parish Paths Partnership (P3) – to receive update Councillor Tranquada</b> The Chairman reported that on a recent P3 walk a tree had been cut down that had fallen across a path.
527.	<b>To consider items on the Overarching Strategy Document</b> No further items had been identified to add to the document.

*There being no further business the Chairman thanked members for attending and closed the meeting at 8.45p.m.*

14/6/17

