

BROOMFIELD PARISH COUNCIL

**Minutes of the Village Amenities Committee
Held in the Council Office at Broomfield Village Hall at 7.30p.m.
Wednesday 10th January 2018**

CA18/1.	Members attending Chairman Councillor Tranquada Vice Chairman Councillor Garwood Councillors Charlton, Howell, Hubble, Steed and Thomson 1 member of the public Also Present Mrs Wendy Martin (Deputy Clerk) Not Present Councillor Mercer
CA18/2.	Declarations of interests Councillors Hubble and Steed declared an interest in being allotment tenants and members of Broomfield Cottage Gardeners Society. Councillor Tranquada declared an interest on behalf of his partner being a member of Broomfield Cottage Gardeners Society.
CA18/3.	To consider recording the meeting Resolved. The meeting would not be recorded. Proposed Councillor Steed and seconded by Councillor Garwood.
CA18/4.	Public Question Time The Chairman of Broomfield Cottage Gardeners Society attended the meeting and Councillor Tranquada informed him that a proposal would be put to the Cottage Gardeners Society concerning the use of the barn on the allotment site at the February Village Amenities meeting. An agenda for that meeting will be sent to the Chairman.
CA18/5.	To approve the minutes of the Civic Amenities Committee Meeting held 13th December 2017. Members discussed minute number 83 regarding the decaying sleepers on Church Green and requested that the Deputy Clerk consult with the Village Attendant as to what can be done in the near future. Resolved: The minutes of the Village Amenities Committee Meeting held on 13 th December 2017 are accepted as a true record. Proposed Councillor Steed and seconded by Councillor Garwood and carried unanimously.
CA18/6.	Allotment Site
a.	Review of allotment waiting list The Deputy Clerk informed members that there is one person on the list. The Chairman instructed the Deputy Clerk to add allotment monitoring to the February agenda.

CA18/7.	To award the Grass Cutting contract for the period March 2018 to October 2019 The Clerk had contacted Little Waltham Parish Council regarding references for DW Maintenance which he had received. The Deputy Clerk informed members that the reference stated that LWPC were pleased with their work. Members discussed this matter and resolved to continue with JCM Services as they had provided a good service in the past years. This decision was carried unanimously.
CA18/8.	Angel Meadow
a.	To receive information regarding the CIF application. The Deputy clerk informed members that there was no further news at the present time.
CA18/9.	Financial Matters
a.	To consider any purchases under budget headings. The Chairman informed members that he had recently purchased a new rake. The Deputy Clerk had ordered a strimmer which was ready to collect from Grasshopper Garage.
b.	To consider the cost of the Annual Tree Survey The Deputy Clerk had contacted another company regarding another quotation for carrying out the Annual Tree Survey. This will be added to the February agenda.
CA18/10.	To receive Health & Safety Inspections
a.	To note Health & Safety Inspections – carried out by the Village Attendant. The Deputy Clerk informed members that the Health and Safety Inspections carried out by the Village Attendant were kept in the Parish Office should they wish to see them. The Inspections were noted.
CA18/11.	Snow Patrol.
a.	To receive update regarding volunteers Councillor Steed will look at various areas within the Village where snow clearance could be beneficial and report to the Deputy Clerk. Once areas had been highlighted an item would be added to Broomfield Parish Council facebook page asking for volunteers living close to the areas to assist with the snow clearing.
CA18/12.	Centenary Wood – to receive update from Councillor Tranquada The Chairman reported that ongoing maintenance had been carried out.
CA18/13.	Parish Paths Partnership (P3) – to receive update Councillor Tranquada On the latest P3 walk the volunteers had walked the eastern part of the Parish (across Essex Regiment Way) and were pleased that where the new development was taking place the contractors had taken care of the footpaths and found them to be in good order. Councillor Thomson informed members that a Pegasus Crossing (equestrian and pedestrian crossing) would be installed along Essex Regiment Way to assist with crossing an extremely busy road.

The Chairman thanked members for attending and closed the meeting at 8.35p.m.