

**BROOMFIELD PARISH COUNCIL**

**Minutes of the Broomfield Parish Council's Village Amenities Committee  
Held in the Council Office at Broomfield Village Hall 7.30p.m. on Wednesday 9<sup>th</sup> May 2018**

<b>CA18/44.</b>	<b>Members attending</b> Chairman                      Councillor Tranquada Councillors                      Fletcher, Garwood, Howell, Hubble and Thomson Also Present                      The Deputy Clerk  <b>Resolved:</b> Apologies were received from Councillors Mercer and Steed Proposed Councillor Hubble seconded Garwood and carried unanimously.
<b>CA18/45.</b>	<b>Declarations of interests</b> No declarations of interest were received
<b>CA18/46.</b>	<b>To consider recording the meeting</b> <b>Resolved:</b> The meeting will not be recorded. Proposed Councillor Thomson seconded Councillor Hubble and carried unanimously.
<b>CA18/47.</b>	<b>Public Question Time</b> There were no members of the public present.
<b>CA18/48.</b>	<b>To approve the minutes of the Village Amenities Committee Meeting held 14<sup>th</sup> March 2018.</b> <b>Resolved:</b> The Village Amenities Committee Meeting held on 14 <sup>th</sup> March 2018 are accepted as a true record. Proposed Councillor Garwood seconded Councillor Hubble and carried unanimously.
<b>CA18/49.</b>	<b>Allotment Site</b>
<b>a.</b>	<b>Review of allotment waiting list</b> The Deputy Clerk informed members that there were two applicants on the waiting list but they did not require an allotment at the present time.  Allotment monitoring had been carried out this morning. The Chairman and Vice Chairman had been in discussions with an allotment holder regarding the condition of the plot. They agreed that no further action would be taken at the present time. Six letters would be sent to other allotment holders regarding the lack of work being carried out on their plots.
<b>b.</b>	<b>To note request received from Broomfield Cottage Gardeners Society to meet during the evening of 2<sup>nd</sup> August 2018 on the allotment site as part of their summer open gardens programme.</b> The Chairman of the Village Amenities Committee agreed this date as there was not a VA meeting in April for the item to be discussed. The decision was noted.

c.	<p><b>To receive structural survey on the barn</b>  All members had received a copy of the structural survey of the barn which showed the barn to be in a good condition. The Committee were pleased with the findings and this item will be placed on future agendas for further discussion.</p>
d.	<p><b>To note padlock on allotment entrance gate</b>  Reports had been received regarding a large white van entering the allotment site selling tools etc and it was decided to once again put a padlock on the entrance gate. This will remain in place for the foreseeable future.</p>
CA18/50.	<p><b>Church Green</b></p>
a.	<p><b>To receive information regarding decaying sleepers on Church Green</b>  The Village Attendant had removed several decaying sleepers and bolts from some of the remaining sleepers on the Green. Members discussed the possibility of replacing the sleepers at a cost of approximately £100 per sleeper. The Clerk is awaiting information from Essex County Council Highways regarding the Parish Council replacing the sleepers. The Committee decided to await further information from the Clerk before making any decisions.</p>
CA18/51.	<p><b>To receive Tree Survey Report for 2018</b>  All members had received the report which showed that no immediate action would be required on any of the trees on land owned or registered to the Parish Council.</p>
CA18/52.	<p><b>Angel Meadow</b></p>
a.	<p><b>To receive information from Councillor Tranquada regarding Table Tennis Table.</b></p> <p><b>To approve installation of a safe play area for table tennis table by the contractors on site for kick wall hard standing to an approx. cost of £2,500.00</b>  Councillor Tranquada informed members that he had been in contact with a representative from Chelmsford City Council and that they had offered a semi-permanent table. Members decided that it would be a good idea to position this on a suitable all-weather surface with a view to the Parish Council eventually buying our own permanent table. It was resolved to approve the installation of the base at a cost of £2,500.00. Once the base was ready for the table a delivery date could be arranged.</p> <p><b>Terms and Conditions for the hire for Broomfield Football Club</b></p> <p>The Deputy Clerk informed members that condition 1 had been removed from the Football Terms and Conditions of Hire as Broomfield Football Club no longer hired the playing field for the season.</p> <p><i>1. The Club shall provide the Council, at the start of the season, with as full a fixture list as possible, as provided by the Leagues in which they play, for their proposed hire of the Village Playing Field. The fixtures should specify whether the match is a morning session, where the field is cleared and ready for other use if needed, up to 1pm, or an afternoon session from 1pm onwards.</i></p> <p>All members agreed to the change.</p>

<b>CA18/53.</b>	<b>Financial Matters</b>		
<b>a.</b>	<b>To consider any purchases under budget headings.</b> The Chairman informed members that a replacement sledge hammer would need to be purchased in the future.		
<b>b.</b>	<b>To consider ordering a skip for the allotment site.</b> The Committee agreed that a skip would be required for the site during September when allotment holders could use it when clearing any items from their plots.		
<b>c.</b>	<b>To consider replacing litter bins at Church Avenue and Angel Green.</b> The Village Attendant suggested that the liner or complete open topped bin be removed from Angel Meadow and replace the faulty one in Church Avenue all members agreed to this. A replacement closed top bin is to be ordered for Angel Meadow. The Committee decided to leave the bin on Angel Green for the present time.		
<b>CA18/54.</b>	<b>To note informal consultation on Order to divert footpaths in Broomfield &amp; also create a new cycle track</b>		
<b>CA18/55.</b>	<b>Planning Application No.</b> 18/05077/TPO	<b>Address</b> 8 Roland Close	<b>Proposal</b> G2 Horse Chestnut – Next to driveway – Cut back branches by approximately 3m. Reason; Causing damage to cars on driveway.
	<b>DECISION: The Committee Support this application</b>		
<b>CA18/56.</b>	<b>To consider awarding a Certificate of Appreciation to the pupil who designed the banner for the Village Litter Pick</b> The Committee decided to award a certificate along with a book token for the sum of £10.00. The Deputy Clerk will contact Chelmer Valley High School to see if the pupil can attend the Village fun day and be presented with the award. The Village litter pick was a great success and the members thanked Councillor Hubble for organising the event.		
<b>CA18/57.</b>	<b>To receive Health &amp; Safety Inspections</b>		
<b>a.</b>	<b>To note Health &amp; Safety Inspections – carried out by the Village Attendant.</b> The Health and Safety Inspections were noted.		
<b>CA18/58.</b>	<b>Centenary Wood – to receive update from Councillor Tranquada</b> The Chairman had repaired the hand rail by the stream and was pleased to report that Broomfield Cubs along with Cub Leaders had moved wood chippings from David Smith Field to the wood. A letter of thanks would be sent.		
<b>a.</b>	<b>To arrange a date for the planting of a tree by Broomfield Scouts</b> The Scouts had requested dates for a Saturday during September, members agreed that a representative would be available from the Committee to attend the tree planting on any Saturday during the month. The Deputy Clerk will inform them and request the type of tree that they would like to plant as it would need to be ordered in the near future.		

<b>CA18/59.</b>	<b>Parish Paths Partnership (P3) – to receive update Councillor Tranquada</b> The Chairman reported that the volunteer’s numbers are diminishing and that more would be required in the future.
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*The Chairman thanked members for attending and closed the meeting at 9.35p.m.*