

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 8th August 2018**

VA18/75.	Election of Chairman Councillor Tim Tranquada was proposed by Councillor Steed seconded Councillor Hubble. There were no other nominations received, Councillor Tranquada is Chairman.
VA18/76.	Appointment of Vice Chairman Councillor Garwood stood down as Vice Chairman and was thanked by all of the Committee for his hard work and contributions whilst serving on the Village Amenities Committee (previously Civic Amenities Committee). Councillor Les Steed was proposed by Councillor Tranquada seconded by Councillor Hubble. There were no other nominations received, Councillor Steed is Vice Chairman.
VA18/77.	Members attending Chairman Councillor Tranquada Councillors Garwood, Howell, Hubble, Steed and Thomson Also Present The Deputy Clerk Resolved: No apologies were received.
VA18/78.	Declarations of interests Declarations of interest were received from Councillors Steed and Thomson for minute number VA18/87 a.
VA18/79.	To consider recording the meeting Resolved: The meeting will not be recorded. Proposed Councillor Steed seconded Councillor Thomson and carried unanimously.
VA18/80.	Public Question Time There were no members of the public present.
VA18/81.	To approve the minutes of the Village Amenities Committee Meeting held 11th July 2018. Resolved: The minutes of the Village Amenities Committee Meeting held on 11 th July 2018 are accepted as a true record. Proposed Councillor Steed seconded Councillor Thomson and carried unanimously.
VA18/82.	Allotment Site.
a.	Review of allotment waiting list. The Deputy Clerk informed members that there was currently no one on the allotment waiting list and that there were two half plots vacant at the present time.

b.	Management of urban foxes. The Committee had received information regarding urban foxes which they discussed. It was decided that an email be sent to allotment holders requesting that they do not feed any foxes on the allotment site, a notice will also be displayed on the allotment site.
c.	To consider a maintenance schedule for the allotment site. At the present time most of the maintenance work on the allotment site was carried out by volunteers. The Chairman informed the Committee that when volunteers were no longer able to maintain the site then any work carried out would be at a cost to the Parish Council. Costings for general maintenance would need to be sought and a budget prepared in the future.
d.	Complaint received regarding the condition of allotment plots A complaint had been received regarding the condition of plots. The Chairman will look at the plots and if necessary an email will be sent to the allotment holders asking them if they require help at the present time.
e.	To consider renewing the allotment tenancy agreement in September Members discussed the possibility of renewing the allotment tenancy agreement in September and decided that crops may still to be harvested during that month. They resolved that the tenancy should run from 1 st November to 31 st October. In 2019 the Tenancy Agreement will run from 1 st January to 31 st October.
f.	To consider improvements to water pipes The Chairman had received a request from allotment holders for an additional tap to be placed close to the compost bins on the allotment site. The Deputy Clerk will obtain quotes for the necessary work and report back to the Committee.
VA18/83.	Church Green.
a.	To consider purchasing spring flower seeds. Spring bulbs were grown on all Broomfield Village Greens and it had been suggested that wild flower seeds were scattered amongst them to provide colour whilst the leaves were dying from the bulbs. It was noted that for wild flower seeds to grow successfully the ground would need to be scarified. It was resolved not to purchase flower seeds at the present time.
VA18/84.	To consider the possibility of a talking bench in Broomfield. The Deputy Clerk had received information regarding talking benches at a cost of approximately £2,000. The Committee decided that they would add this to the Overarching Strategy.
VA18/85.	Angel Meadow. The Deputy Clerk informed the Committee that the new tarmac area along with the kick wall and table tennis table were all being used and enjoyed by the public.

VA18/86.	Financial Matters.
a.	To consider any purchases under budget headings. The Chairman requested that a stiff broom be purchased as soon as possible.
b.	To consider purchasing Broom plants for Parsonage Green. The Chairman requested that two new broom plants be purchased for planting on Parsonage Green. All Committee members were in agreement.
VA18/87.	Broomfield Cottage Gardeners Society
a.	To consider the annual rent for the large barn for the period 1st October 2018 to 30th September 2019 The Deputy Clerk informed members that for the period 1 st October 2017 to 30 th September 2018 Broomfield Cottage Gardeners paid £325.00 rent for the large barn and compound. The Committee resolved to increase the fee for the rental period 1 st October 2018 to 30 th September 2019 to £333.13. The Deputy Clerk will advise BCGS of the increase. Disappointment was expressed at the full PC decision on 18 th July to not pursue alternative use of the large Barn area, the Chairman will discuss this item with the Clerk at a convenient time.
VA18/88.	To note the purchase of a salt/grit bin to be positioned at Broomfield Village Hall. A salt/grit bin had been purchased to be sited at Broomfield Village Hall funded from the Village Maintenance budget so that excess salt can be placed in the bin for use by Parishioners when required. The Committee felt that the cost of the bin be funded from the Village Hall budget. The Deputy Clerk will inform the Clerk.
VA18/89.	To receive Health & Safety Inspections.
	To note Health & Safety Inspections – carried out by the Village Attendant The Health and Safety Inspections were noted.
VA18/90.	Centenary Wood – to receive update from Councillor Tranquada.
a.	To consider the possibility of Broomfield Scouts placing a time capsule under the tree that they are planting in the wood. The Committee were all in agreement for a time capsule to be placed under the tree. The Deputy Clerk had received information from tree growers that due to the lack of rain this summer they advised that trees be planted in October – November. The Deputy Clerk will inform the Scouts that a new date is required for the tree planting and that it is agreed that they can place a time capsule under the tree. Volunteers had recently cleared bottles, cans and other litter from the wood.

<p>VA18/91.</p>	<p>Parish Paths Partnership (P3) – to receive update Councillor Tranquada.</p> <p>The Chairman informed members that previously volunteers had walked a section of the footpaths to see what work would be required and that the work would then be undertaken at a later stage. Due to the lack of volunteers he suggested that people that attend future walks bring a pair of secateurs so that they could carry out any work required at the time.</p>
	<p>Councillor Steed had noticed that a tree root was making the tarmac on the path to the Village Hall crack in various places, the Deputy Clerk will contact Essex County Council Highways.</p> <p>He also asked if any response had been received from First Bus regarding the amount of passengers getting on the bus at the Erick Avenue/Main Road bus stop. The Deputy Clerk will try to obtain information.</p>
	<p>Councillor Hubble informed members that the next litter pick will take place on Saturday 1st September meeting at the Village Hall at 10.30a.m.</p>

The Chairman thanked members for attending and closed the meeting at 9.15p.m.