

**BROOMFIELD PARISH COUNCIL**

**Minutes of the Broomfield Parish Council's Village Amenities Committee  
Held in the Council Office at Broomfield Village Hall on Wednesday 12<sup>th</sup> September 2018**

<b>VA18/92.</b>	<b>Members attending</b> Chairman                      Councillor Tranquada Councillors                  Fletcher, Hubble, Howell, Steed, Garwood, and Thomson Ex officio                      Cllr Barnes Also Present                  The Clerk and one member of the public
<b>VA18/93.</b>	<b>Declarations of interests</b> Cllrs Steed, Hubble, Barnes and Thomson declared an interest as members of the cottage gardeners society.
<b>VA18/94.</b>	<b>To consider recording the meeting</b> <b>Resolved:</b> The meeting will not be recorded.
<b>VA18/95.</b>	<b>Public Question Time</b> A representative of the CGS informed the Council that the space in the small barn is not sufficient for their needs, but agreed that the large barn was too big. The Committee were reminded of the work that the CGS does, providing support and assistance on Fridays and Sundays.
<b>VA18/96.</b>	<b>To approve the minutes of the Village Amenities Committee Meeting held 8<sup>th</sup> August 2018.</b> <b>Resolved:</b> The following amendments were made, the last line to read ( <i>Councillor Hubble informed members that the next litter pick will take place on Saturday 15<sup>th</sup> September meeting at the Village Hall at 10.30a.m.</i> ). With this correction, the Village Amenities Committee Meeting held on 8 <sup>th</sup> August 2018 are accepted as a true record. Proposed Cllr Tranquada seconded Cllr Howell and carried unanimously.
<b>VA18/97.</b>	<b>Allotment Site.</b>
<b>a.</b>	<b>Review of allotment waiting list.</b> The Clerk informed members that there was currently no-one on the allotment waiting list and there were two half plots vacant.
<b>b.</b>	<b>To receive update regarding request for additional water pipe on allotment site</b> The Deputy Clerk had received requests from allotment holders asking for more than one additional tap on the allotment site. Members discussed the possibility of installing more than one additional tap and it was resolved to purchase and install 1 tap for £450 Proposed Cllr Tranquada and carried unanimously.
<b>c.</b>	<b>To consider using barbed wire on the allotment site to secure the boundary</b> A report had been circulated from the Clerk regarding the use of barbed wire and after

	<p>a discussion it was resolved that barbed wire would be purchased along with stakes to be positioned along the top boundary to provide security to the site with suitable signage. Proposed Cllr Tranquada and carried unanimously</p>
<b>d.</b>	<p><b>To receive comments from allotment holder</b>  An email had been received from an allotment holder regarding the removal of a shed on an allotment plot. The Committee was disappointed with the response but agreed that the tenant would be reminded that a skip would be onsite on 29<sup>th</sup> September and that the shed will be removed by then.</p>
<b>VA18/98.</b>	<p><b>To consider options for Parish Council vehicle</b>  The Clerk had circulated a document showing costs etc of various vehicles. It was agreed that the committee would like more detail on multi-purpose vehicles, preferably electric that could navigate centenary wood and tow a trailer.</p>
<b>VA18/99.</b>	<p><b>Parsonage Green</b></p>
<b>a.</b>	<p><b>To consider ordering a skip for the Green</b>  The Committee resolved to order a skip to be placed on Parsonage Green opposite the pond for November 6<sup>th</sup>. Proposed by Cllr Tranquada and carried unanimously.</p>
<b>VA18/100.</b>	<p><b>To consider the future use of the barn</b></p> <p>It was agreed to move this item to follow 18/95 to allow for public participation.</p> <p>Councillor Traquada summarised his report and outlined a proposal to use the barn as a garage and workshop to store tools and an all-purpose vehicle if one were to be purchased.</p> <p>Although the initial proposal was to relocate the CGS to the small barn to free sufficient space for this, the committee considered that there would be room in the large barn for a vehicle without relocating the Cottage Gardeners.</p> <p>Cllr Tranquada reminded the committee that the barn should not be monopolised for restricted use and needed to be better utilised. The Committee noted this concern, but wished for further research to choose the best option. It was agreed to defer any further discussion until all interested parties had met onsite to review the possibilities. The Deputy Clerk would arrange a time to meet with the Village Attendant, the CGS and the Councillors for a site visit.</p>
<b>VA18/101.</b>	<p><b>Trees</b></p>
<b>a.</b>	<p><b>To receive information regarding Tree Maintenance Contract</b>  The Clerk informed members that only one reply had been received from Tree Contractors. The Committee resolved to award the contract to JCM Services for a period of two years. Proposed Cllr Tranquada and carried unanimously. The deputy clerk will send the contract.</p>

<b>b.</b>	<b>To receive information regarding trees on Parsonage Green</b> The Deputy Clerk had received information regarding two trees on Parsonage Green that needed their crowns raising. The Committee agreed to the work being carried out. The Deputy Clerk will instruct JCM Services to carry out the work.
<b>VA18/102.</b>	<b>Financial Matters.</b>
<b>a.</b>	<b>To consider any purchases under budget headings.</b> There may be a need for an extendable saw for minor tree works. If needed a report will be taken to a later meeting
<b>b.</b>	<b>To consider renewing membership to the Open Space Society</b> The Committee decided not to renew the membership.
<b>VA18/103.</b>	<b>To consider joining the Orchards East Heritage Lottery Fund Project – Essex</b> The Committee decided that Neil Whiffen be contacted to see if he would be interested.
<b>VA18/104.</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>VA18/105.</b>	<b>Centenary Wood – to receive update from Councillor Tranquada.</b> The Chairman informed members that it was disappointing to see the amount of litter collected in the wood, particularly the broken glass.  There has been no response from the Scouts about planting trees.  The Committee resolved to purchase an Apple tree at a cost of £30 – 40 with additional costs for stake, guard and a delivery charge of £20 subject to agreement that the Scouts will attend. Proposed Cllr Tranquada and carried unanimously.  The Committee decided that the tree will be planted on 3 <sup>rd</sup> November at 10.00a.m. and the Scouts must be contacted.
<b>VA18/106.</b>	<b>Parish Paths Partnership (P3) – to receive update Councillor Tranquada.</b> The brambles along footpath 15 are being professionally maintained and the Committee would like to know who is doing it. The Deputy Clerk will contact the Public Rights of Way Officer.

***The Chairman thanked members for attending and closed the meeting at 9.30 p.m.***