

BROOMFIELD PARISH COUNCIL

**Minutes of Broomfield Parish Council Village Amenities Committee
Held in the Council Office at Broomfield Village Hall
At 7.30p.m. on Wednesday 12th December 2018**

VA18/133.	Members attending Chairman Councillor Hubble Councillors Howell, Steed and Thomson Also Present The Deputy Clerk Resolved: No apologies were received
VA18/134.	Declarations of interests No declarations of interest were received.
VA18/135.	Public Question Time There were no members of the public present.
VA18/136.	To approve the minutes of the Village Amenities Committee Meeting held 14th November 2018. Motion: The minutes of the Village Amenities Committee Meeting held on 14 th November 2018 are accepted as a true record. Proposed Councillor Steed seconded by Councillor Thomson and carried unanimously.
VA18/137.	Allotment Site.
a.	Review of allotment waiting list – currently three half and one quarter plots vacant at the present time. Since the vacant plots had been promoted on Facebook there have been three enquiries including school and nursery.
b.	To consider leaving a water tap turned on during the winter period. Members discussed the matter of leaving one of the water taps turned on and it was resolved that the tap on plot 49b remain on over the winter period. The Deputy Clerk will ask the Village Attendant if the tap can be lagged.
VA18/138.	Parsonage Green
a.	To consider estimate for clearing of the culvert and surrounding area – update The Deputy Clerk had received a further estimate for the clearing of the bottom of the culvert from JCM Services which the Committee agreed to. The total quotation for the clearing of the Elm Close culvert and the edge of Parsonage Green will total £400.00. It was proposed by Councillor Howell and seconded by Councillor Steed that the quotation be accepted, all agreed. The Deputy Clerk will instruct JCM Services to carry out the work.

b.	<p>To consider the condition of Parsonage Pond</p> <p>The Deputy Clerk had met with a representative from The Conservation Volunteers at Parsonage Pond recently and was informed that the pond was in a good condition and that no work would be required in clearing any part of the pond at the present time. The surrounding hedge should be reduced to previous cutting points to aid the amount of light reaching the open water. The Deputy Clerk had received a quotation from JCM Services but as it also included additional work to the surrounding area, the Committee asked the Deputy Clerk to obtain further information.</p>
VA18/139.	<p>Financial Matters.</p>
a.	<p>To consider setting up a reserve fund for resurfacing the play area</p> <p>The Village Attendant and Cllr Hubble will be meeting with a representative from Monster Mulch to discuss the work required to the play area surface, they will also be discussing the cost to resurface the whole of the play area.</p>
VA18/140.	<p>Trees</p>
a.	<p>To consider trees to be identified for TPO's within Broomfield</p> <p>After discussion the Committee requested that the Deputy Clerk seek information from Chelmsford City Council regarding how to place tree preservation orders on specific trees within the Village.</p>
b.	<p>To consider a proposal regarding a tree fund for additional trees within Broomfield</p> <p>The Deputy Clerk had received an email from a Parishioner suggesting that the Parish Council consider setting up a tree fund so that residents could receive a grant towards purchasing a tree that they could plant in their gardens. Although the Committee agreed that planting trees would be a good idea they had received information from the Clerk advising that it is not in the power of the Parish Council to grant money to benefit an individual.</p>
VA18/141.	<p>To consider a memorial for Ex Councillors Ian Hughes and John Hughes</p> <p>The Committee discussed the possibility of planting trees on the David Smith field with memorial plaques for the ex Councillors. It was resolved to contact the families of the ex-Councillors asking for their thoughts in the matter. Deputy Clerk to ascertain the species of the two broken trees presently on the field and the cost of replacing with either well established trees or tree guards.</p>
VA18/142.	<p>To receive Health & Safety Inspections.</p>
a.	<p>To note Health & Safety Inspections – carried out by the Village Attendant</p> <p>The Health and Safety Inspections for November were noted.</p>

VA18/143.	Centenary Wood.
a.	To note that JCM Services will be carrying out grass cutting during 2019 The Deputy Clerk informed members that the Clerk had received a quote from JCM Services to cut the grass in Centenary Wood during 2019.
VA18/144.	Parish Paths Partnership (P3)
a.	To consider appointing a P3 co-ordinator – update The Deputy Clerk had received information that there would be a possibility of adopting only one footpath within Broomfield. A new P3 co-ordinator would need to be found. The Committee instructed the Deputy Clerk contact the Tree Warden and Broomfield Footpath Society regarding this matter.

There being no further business the Chairman thanked members for attending and closed the meeting at 8.50p.m.