

BROOMFIELD PARISH COUNCIL

**Minutes of Broomfield Parish Council Village Amenities Committee
Held Wednesday 26th May 2021**

VA21/64.	Members attending Chairman Hubble Councillors Bleet, Faulds, Hance, Steed and Thomson Also Present Wendy Martin (Assistant to the Clerk) Apologies were received from Councillors Howell and Scott
VA21/65.	Declarations of interests Declarations of interest are made by Councillors Faulds, Hance, Hubble, Steed and Thomson as they were members of Broomfield Cottage Gardener's Society.
VA21/66.	Public Question Time No members of the public were present.
VA21/67.	To approve the minutes of the Village Amenities Committee Meeting held 10th March 2021. Resolved: The minutes of the Village Amenities Committee Meeting held on 10 th March 2021 are accepted as a true record. Proposed Councillor Steed seconded Councillor Hance and carried unanimously.
VA21/68.	Allotment Site.
a.	Give Way to Oncoming Traffic sign. Members were informed that the sign was now in place above the gate on the allotment site.
b.	Raised bed. A risk assessment had been received from Jayne's Nursery and had been shown to the Village Attendant. They will liaise next week to discuss the matter further. The Committee instructed the Clerks Assistant to contact the Nursery and inform them that no more than six children at one time visit the allotment site.
c.	To consider planting a hedge. The Committee resolved that a temporary fence be positioned on the car park side of the rear raised bed leaving access for the two front beds. A small hedge would be planted behind the fence.
VA21/69.	Financial Matters.

a.	<p>To consider installing a dog waste bin at the top of Mill Lane.</p> <p>The Committee resolved to purchase a dog waste bin to be sited at the top of Mill Lane. The Clerks Assistant will contact Chelmsford City Council. Proposed Councillor Hubble seconded Councillor Hance and carried unanimously.</p>
b.	<p>To consider purchasing a litter bin to be positioned at the bus stop in Hospital Approach at a cost of £280.</p> <p>The Committee resolved to purchase a litter bin to be positioned by the bus stop. The Clerks Assistant will contact Chelmsford City Council. Proposed Councillor Hance seconded Councillor Faulds and carried unanimously.</p>
c.	<p>To consider the proposal to grant £320.00 of the Broomfield in Bloom budget to Broomfield Neighbourhood Plan to cover costs for the Landscape Architect.</p> <p>Councillor Hubble explained to the Committee that the Landscape Architect for the Broomfield Neighbourhood Plan had carried out work for Broomfield in Bloom for the site along Felsted Field. After a discussion the Committee agreed to grant the sum of £320.00. Proposed Councillor Hubble seconded Councillor Hance with one member abstaining.</p>
VA21/70.	Play Area
a.	<p>Complaint received regarding the surface in the playground.</p> <p>The Village Amenities Committee were in agreement to obtain quotes for the playground surface. This item will be discussed at the June Village Amenities Committee meeting.</p>
VA21/71.	<p>Allotment Association.</p> <p>It was agreed that a formal allotment association will be formed with the NAS. Councillor Hubble will contact the National Allotment Association to obtain further information and will liaise with Councillor Hance.</p>
VA21/72.	Trees
a.	<p>To receive Annual Tree Survey.</p> <p>The Annual Tree Survey had been forwarded to members of the Committee. There were several trees that needed attention and the survey had been passed onto the Parish Councils Tree Contractor. This item will be discussed at the June Village Amenities Committee meeting.</p>
VA21/73.	Broomfield in Bloom

a.	<p>To consider Fees of £600.00 plus a donation to the Essex Youth Build for the making of the planters for Broomfield in Bloom.</p> <p>The Committee were in agreement to pay the Fees of £600.00 plus a donation of £100.00 to Essex Youth Build. Proposed Councillor Steed seconded Councillor Hance and carried unanimously.</p>
VA21/74.	<p>Village Amenities 1 – 5-year plan</p> <p>The painting of the bollards on Parsonage Green is to be discussed at the June Village Amenities Committee meeting.</p>
VA21/75.	<p>To receive Health & Safety Inspections.</p> <p>To note Health & Safety Inspections – carried out by the Village Attendant.</p> <p>Councillors were reminded that the Health and Safety inspections were always available to view when required.</p>
VA21/76.	<p>Bus Shelter by Felsted Field</p> <p>Councillor Hubble will liaise with the Clerk to discuss budgets.</p>
VA21/77.	<p>Love Your Parish Days</p> <p>To note that work will be carried out within Broomfield on the 29th July 2021.</p> <p>Noted.</p>
VA21/78.	<p>Angel Meadow</p>
a.	<p>To note that the ditch at the lower end of Angel Meadow will be cleared.</p> <p>This item will be discussed at the June Village Amenities Committee meeting.</p>
b.	<p>To consider purchasing a litter bin.</p> <p>The Village Attendant and Village Hall Caretaker will be asked to monitor the litter and it will be added to the June Village Amenities Committee meeting.</p>
VA21/79.	<p>Parish Paths Partnership</p> <p>The P3 co-ordinator had been carrying out work to a footbridge and waymarker posts and will be attending a first aid course. More volunteers are required to help with the maintenance of the footpaths.</p>
VA21/80.	<p>Community Brick at Broomfield Football Club.</p> <p>Councillor Hance had noticed that there were community bricks at Broomfield Football Club and proposed that the Parish Council purchase one. This will be discussed at the June Village Amenities Committee meeting when Councillor Hance will have more information.</p>

VA21/81.	Village 'Garden of the year' competition The Committee were in agreement with the proposal made by Councillor Hance regarding a Village Garden of the year competition. Councillor Hance will be placing an article in the next edition of Broomfield Times.
VA21/82.	Centenary Wood
a.	To consider the possibility of sowing wildflower seeds. The Committee agreed that the wood was too dark to sow wildflower seeds but the possibility of other plants more suitable to woodland conditions will be discussed at the June Village Amenities meeting.
VA21/83.	Correspondence Received
a.	Request received from Broomfield Library to hold weekly Baby and Toddler Rhymetime sessions on Angel Meadow during the summer. The Committee were in agreement for Broomfield Library to use Angel Meadow for their Rhymetime sessions during the summer.
	It was agreed that Councillors would meet in Centenary Wood at 7.15p.m.before the next Village Amenities Committee meeting to be held on 9th June.

The Chairman thanked members for attending and closed the meeting at 9.12p.m.