

**BROOMFIELD PARISH COUNCIL**

**Minutes of Broomfield Parish Council Village Amenities Committee  
Held Wednesday 28<sup>th</sup> July 2021**

<b>VA21/108.</b>	<b>Members attending</b> Chairman      Hubble Councillors    Faulds, Hance, Howell, Scott and Steed Also Present    Wendy Martin (Assistant to the Clerk) Stuart Jones (Village Attendant) Apologies were received from Councillor Thomson
<b>VA21/109.</b>	<b>Declarations of interests</b> No declarations of interest were made.
<b>VA21/110.</b>	<b>Public Question Time</b> No members of the public were present.
<b>VA21/111.</b>	<b>To approve the minutes of the Village Amenities Committee Meeting held 9<sup>th</sup> June 2021.</b> <b>Motion:</b> The minutes of the Village Amenities Committee Meeting held on 9 <sup>th</sup> June 2021 are accepted as a true record. Proposed Councillor Faulds seconded Councillor Hance and carried unanimously.
<b>VA21/112.</b>	<b>Allotment Site.</b> Councillor Scott joined the meeting. A complaint had been received regarding the condition of an allotment plot, an email would be sent to the allotment holder. The next allotment inspection would take on the 5 <sup>th</sup> August after the meeting regarding the allotment association.
<b>VA21/113.</b>	<b>Financial Matters.</b>
<b>a.</b>	<b>To receive budgets for the Village Amenities Committee.</b> The budgets were noted.
<b>c.</b>	<b>To consider quotation for the electrical inspection of the barn.</b> It was resolved to accept the quotation from MT electrical at a cost of £220.00 Proposed Councillor Hubble seconded Councillor Hance. The Clerks Assistant will liaise with Broomfield Cottage Gardeners regarding access to the barn.
<b>VA21/114.</b>	<b>Cycle Hire Scheme</b> A proposal was put before the Committee regarding a cycle hire scheme via an app “splinster.com” by Stuart Jones (Village Attendant). The Committee approved the

	<p>proposal in principle as this would coincide with new cycle routes along with the new cycle shelter that is to be installed at the Village Hall. More accurate figures would be required and they would be considered at a future meeting.</p> <p>Councillor Steed joined the meeting.</p>
<b>VA21/115.</b>	<b>Play Area</b>
<b>a.</b>	<p><b>To receive the annual playground inspection report from Wicksteed.</b></p> <p>The Committee had read the report which had highlighted an issue with the newly installed basket swing which has now been removed. It was agreed to consult Chelmsford City Council on this matter.</p> <p>The Ship had suffered from vandalism and repairs had been carried out and damage had been caused to one of the swings. The Committee discussed the possibility of upgrading the CCTV to include all areas surrounding the Village Hall which would extend to the playground.</p> <p>It was suggested that this item be placed on the Village Hall Committee agenda.</p>
<b>b.</b>	<p><b>To receive quotes for playground surface.</b></p> <p>No quotes had been received at the present time. This item will be added to the August VA agenda.</p>
<b>c.</b>	<p><b>To consider placing a notice board within the play area.</b></p> <p>The Committee agreed that a notice board be placed within the playground. It was decided that it could be used for emergency contact details as well as letting people know of any activities that would be taking place on Angel Meadow.</p> <p>Proposed Councillor Hubble seconded Councillor Hance and carried unanimously.</p>
<b>VA21/116.</b>	<p><b>Community Litter pick 11<sup>th</sup> September 2021</b></p> <p>Volunteers would be asked to meet at the Village Hall to collect litter pickers etc. at 10.30a.m. and return for refreshments at noon. This will be promoted nearer the time on Facebook.</p>
<b>VA21/117.</b>	<p><b>Litter</b></p> <p>It had been suggested that a bin be placed by the bus stop outside of the Methodist Church. A small bin had been located there previously but has since been removed. Members considered the possibility of installing a larger free standing litter bin but there was not sufficient room on the pavement at this location. Councillor Steed will liaise with the Church to see if there is a possibility to install a bin on the Church car park.</p> <p>This item will be placed on the August VA agenda.</p>

<b>VA21/118.</b>	<b>Allotment Association.</b> A meeting will take place on the allotment site on Thursday 5 <sup>th</sup> August regarding the benefits of joining a formal allotment association. Allotment holders had been invited to listen to the secretary of the National Allotment Association and ask any questions that they may have regarding joining. Gazebos would be placed within the allotment car park in case of rain.
<b>VA21/119.</b>	<b>Trees</b>
<b>a.</b>	<b>To consider sites within Broomfield for additional tree planting.</b> After a discussion it was agreed that the Clerks Assistant provide maps of the areas owned or registered to the Parish Council, they would show the existing trees on the maps.
<b>b.</b>	<b>Forest Initiative.</b> An email had been received from Essex County Council with the offer of trees and it was requested that the Clerks Assistant ask for more information regarding their height.
<b>VA21/120.</b>	<b>Broomfield in Bloom</b> Stage one had now been completed with planters made by Essex Youth Build being placed in various locations within Broomfield. The Committee unanimously agreed that stage two go ahead and this will see more planters being made and new locations sought, this will be advertised within Broomfield Times.
<b>VA21/121.</b>	<b>Village Amenities 1 – 5-year plan</b>
<b>a.</b>	<b>To consider painting the bollards on Parsonage Green.</b> After discussion it was decided not to paint the bollards at the present time.
<b>VA21/122.</b>	<b>To receive Health &amp; Safety Inspections.</b> Members were reminded that the Health and Safety Inspection could be viewed at any time.
<b>VA21/123.</b>	<b>Bus Shelter by Felsted Field</b> A request had been made some time ago regarding placing a bus shelter by Felsted Field which is privately owned. The Parish Council should receive a decision by the end of September.
<b>VA21/124.</b>	<b>Church Green</b>

<b>a.</b>	<b>To consider the repositioning of the bench.</b> The Bench close to the Church will need to be repositioned and it was decided that a map of Church Green be sent to the Committee. Once a new location was agreed it will be relocated by the Village Attendant.
<b>VA21/125.</b>	<b>Angel Meadow</b>
<b>a.</b>	<b>To consider purchasing a litter bin.</b> It was agreed not to purchase a litter bin at the present time.
<b>b.</b>	<b>To consider the use of Angel Meadow</b> The use of Angel Meadow was discussed. The Chairman of the Parish Council will be contacting Broomfield Football Club regarding their use of Angel Meadow in the future.
<b>VA21/126.</b>	<b>Parish Paths Partnership</b> The P3 coordinator had recently carried out work in clearing the section of Sweeps Walk that runs from Angel Meadow to Main Road.
<b>VA21/127.</b>	<b>Community Brick at Broomfield Football Club.</b> No further information had been received at the present time. This item will be added to a future VA agenda.
<b>VA21/128.</b>	<b>Village 'Garden of the year' competition</b> There was no further information at the present time.
<b>VA21/129.</b>	<b>Centenary Wood</b>
<b>a.</b>	<b>To receive quotation for the thinning and coppicing of the top half of the wood.</b> A quote had been received from JCM Services for £984.00 which the Committee resolved to accept. Proposed Councillor Hubble seconded Councillor Hance and carried unanimously.
<b>VA21/130.</b>	<b>Correspondence Received</b> No correspondence had been received,

The Chairman thanked members for attending and closed the meeting at 9.20p.m.