

BROOMFIELD PARISH COUNCIL

**Minutes of the Parish Council's Civic Amenities Committee
Held in the Council Office at Broomfield Village Hall
7.30p.m. on Wednesday 13th September**

CA17/43.	<p>Members attending</p> <p>Chairman: Councillor Tranquada Vice Chairman: Councillor Garwood Councillors: Howell and Thomson Also Present: Mrs Wendy Martin (Deputy Clerk)</p> <p>Resolved: Apologies were received from Councillors Hubble and Steed</p>
CA17/44.	<p>Declarations of interests</p> <p>There were no declarations of interest.</p>
CA17/45.	<p>To consider recording the meeting</p> <p>Resolved: The Committee did not agree to approve the recording of the Civic Amenities meeting.</p>
CA17/46.	<p>Public Question Time</p> <p>There were no members of the public present.</p>
CA17/47.	<p>To approve the minutes of the Civic Amenities Committee Meeting held 9th August 2017.</p> <p>Resolved: The minutes of the Civic Amenities Committee Meeting held on 9th August 2017 are accepted as a true record. Proposed Councillor Garwood seconded and carried unanimously.</p>
CA17/48.	<p>Allotment Site</p>
a.	<p>Review of allotment waiting list</p> <p>The Deputy Clerk informed members that there is currently one existing allotment holder and one person from Chelmsford on the waiting list.</p> <p>The Deputy Clerk informed members that she had received several responses from the letters/emails that were sent out after the last allotment monitoring. As there had been no response received from some allotment holders the Committee asked that letters are once again sent out. The next allotment monitoring will take place on Monday 6th November.</p>
CA17/49.	<p>Angel Meadow</p>
a.	<p>To note the cost of Wet Pour repairs over the last five years</p> <p>The Deputy Clerk informed members that Approximately £1,000 had been spent on wet pour repairs over the last five years.</p>

CA17/50.	Financial Matters
a.	To consider any purchases under budget headings No purchases were required at the present time.
CA17/51.	To discuss litter around the bench close to the Church on Church Green The Village Attendant and Councillors had been monitoring the site and they had reported that there had been no significant litter around the bench.
CA17/52.	To receive Health & Safety Inspections
a.	To note Health & Safety Inspections – carried out by the Village Attendant The Deputy Clerk informed members that the Health and Safety Inspections that were carried out by the Village Attendant were kept on file should they wish to inspect them. A recent inspection had highlighted the fact that the safety surface under one of the swings had begun to lift. The Committee had previously discussed quotations received for wetpour (safety surface) at the August meeting and an order will be placed for the work to be carried out as soon as possible.
CA17/53.	Centenary Wood – to receive update Councillor Tranquada The Chairman informed members that general maintenance was continually carried out in the Wood.
CA17/54.	Parish Paths Partnership (P3) – to receive update Councillor Tranquada The Chairman reported that a recent Five Greens Walk had taken place and that there were fifteen people that took part.
	<p>The Chairman instructed the Deputy Clerk to contact The Conservation Volunteers and request that they inspect the pond in School Lane to see if any work needs to take place.</p> <p>The Chairman had recently planted Daffodil bulbs along the edge of Madelayne Court and crocuses had been purchased and delivered to the volunteers that will grow them in pots over the winter. They will be added to the crocuses growing on Church Green in the Spring.</p> <p>He had also recently cut back the verge along Felstead Field as the pavement is very narrow along the edge of the field.</p> <p>Volunteers were requested to help paint the telephone box, Councillor Garwood will assist Councillor Tranquada.</p>

There being no further business the Chairman thanked members for attending and closed the meeting at 9p.m.