



Broomfield Parish Council

Minutes of a meeting of Broomfield Parish Council Village Environment Committee, held 13 December at 7.30 pm in Broomfield Village Hall.

E23/200	Members attending Chairman: Margaret Bleet of Broomfield Parish Council Councillors: Howell, Bowman and Scott Other members: Cllr Boreham, Cllr Shirley Perera-Morris Nicola Goulter Deputy Clerk and Donna Hance event and fund-raising manager. Apologies received from Cllr Faulds – unanimously agreed
E23/201	Declarations of interests None received
E23/202	To approve the previous minutes held on the 8 November 2023 Resolved: Motion: The minutes of the last meeting held are accepted as a true record. Proposed by Cllr Bowman seconded by Cllr Scott all else in agreement.
E23/203	Public Question Time. No members of the public present
E23/204	Financial Matters. No decision was made regarding the Budget for 2024/2025 as the computer system crashed. This matter will be taken to full council on the 20 th December 2023 Action: To be taken to Full council committee for approval
E23/205	Children's Playground. Deputy clerk placed the order with Playquip no delivery dates as yet Playquip will also fit the flag to the pirate ship. Cost centre 4255/4406 Action: Deputy Clerk to contact playquip for an update end of January
E23/206	To note the most recent playground inspection report Noted
E23/207	To consider a review of the maintenance of the open spaces maintained by the Parish Council The committee discussed the signage ie. Noticeboards, Fingerposts and lectern what would be required on what would be the first phase of this project. The committee members agreed on five finger posts a double noticeboard and a lectern, the contents of the lectern yet to be decided. The material used in the signage would be oak wood locally sourced from the supplier who can also undertake all the artwork. Action: To go to full council committee meeting on the 20th December 2023
E23/208	Centenary wood Phase 1 of the 1-5 year plan

	JCM Services will be visiting on the 11th January 2024 to liaise with Cllr Faulds and Donna Hance. The Trees will be coppiced and used for dead hedging and will be used round the new designated play area. Cost Centre:4255 Action: Deputy Clerk to advise the local nursery that the woods will be closed on the day that the maintenance will take place.
E23/209	Allotment site Association Donna Hance reported that the pallets had been ordered and delivered and made a proposal that the stakes to be approved for purchase to complete the project. Action : To approve purchase of the stakes Cllr Bowman proposed Cllr Scott seconded all other members in favour. Cost centre 4355
E23/210	Environment Enhancement Donna Hance reported that the bulbs had been planted in the planters in the community garden and outside the Village Hall. It was also noted that Cllr Boreham had been helping with the Community Garden dead heading flowers etc. Cllr Boreham was thanked for her contribution.
E23/211	Environment Plan 1-5 years Noted
E23/212	Trees JCM Services have been instructed to carry out maintenance work on all the open spaces where tree work is required. Cost centre: 4255
E23/213	Church Green removal of sleepers JCM gave a date for 21-22 December for removal of the sleepers Cost Centre 4235 and 4055
E23/214	Memorial Benches The committee members discussed the memorial plaque for a former Broomfield resident who recently passed away and the contents of the plaque it was decided that A Friend of Broomfield was a fitting tribute. Action: Deputy Clerk to obtain a quote and style.
E23/215	Litter Pick Report from Donna Hance on the last litter pick as the Deputy Clerk was on annual leave. The Deputy Clerk and Donna Hance gave a brief report on the lack of uptake on Volunteers turning up on litter pick days and suggested that an ecofriendly day would be more beneficial for the community. Saturday the 16th March was agreed for the ecofriendly day to take place
E23/216	Notice Board Refer to E23/154
E23/217	Green Flag award

	Donna Hance gave a brief report on Angel Meadow and what Broomfield Parish Council need to achieve to gain the green flag award. Motion: It was agreed to proceed using the environment enhancement funds Cllr Bowman proposed seconded by Cllr Howell all other members in favour Cost centre 4480
E23/218	Broomfield Times volunteer appreciation vouchers The community adds provides money to Broomfield Parish Council for the distribution of the Broomfield times around the village. As a token of BPC appreciation, it was requested that the volunteer's received a dining out card from Mitchell and Butlers. This was agreed by Cllr Bleet and Cllr Bowman. Nb. Three of the committee members had a declaration of interest and could not vote.
E23/219	Correspondence received. A resident emailed BPC requesting help with the parking issues on Church Green. As the Kings Arms has been sold, the car park has been closed off making it difficult for residents to park. The resident is requesting that the BPC look at removing the yellow lines along the left hand side of the green opposite side to the Kings Arms. NOTED
E23/220	Matters for next meeting
E23/21	Meeting Closed at 21.29