



Broomfield Parish Council

Draft Minutes of a meeting of Broomfield Parish Council Village Environment Committee, held 11 October at 7.30 pm in Broomfield Village Hall.

E23/145	To note the resignation of Councillor Gloria Scott from the Environment Committee
E23/146	Members attending Chairman: Margaret Bleet of Broomfield Parish Council Councillors Bowman, Howell and Odelana other members Nicola Goulter Clerk and Donna Hance event and fund-raising manager for the village Hall. Resolved: Apologies for absence from Cllr Faulds Proposed by Cllr Bowman and Seconded by Cllr Howell
E23/147	Declarations of interests None received.
E23/148	To approve the previous minutes held on the 13th of September 2023 Resolved: Motion: The minutes of the last meeting held on August 9th 2023 are accepted as a true record. Proposed Cllr Howell seconded Cllr Bowman
E23/149	Public Question Time. No members of the public present
E23/150	Financial Matters Cllr Bleet and Bowman requested that the budget needs revisiting clearer spreadsheets and workshops.
E23/151	Children's Playground Maintenance The Village attendant reported that the scramble net on the climbing frame and the rope on the ramp are starting to fray. Action : Deputy Clerk sent images to Playaquip for quotes for both. Deputy Clerk asked advice from playaquip to clarify if the play equipment is still safe to use they advised to put some tape round the affected areas and it was still safe to use. Bins

	Deputy Clerk tried contacting the street furniture team with reference to the price of bins to put in the play area waiting on a response. Action: Contact street furniture team
E23/152	To note the most recent playground inspection report Noted
E23/153	To receive report from village attendant Noted Cllr Bleet would like to go out with the village attendant on his round purely to see what the day involves and if any further support can be given to the attendant.
E23/154	To consider review of the maintenance of the open spaces maintained by the Parish Council A meeting was held with the URBAN DESIGN team from Chelmsford City Council to discuss having signs around the village greens and in the park advertising the history of Broomfield the walks the landmarks of the village. It was suggested we start with a strategy and a time frame. Waiting on information from 3rd parties. Action: Waiting on report from the urban design team
E23/155	Community Garden Planting Donna Hance reported that some more bulbs have been planted for the next season
E23/156	Centenary wood Phase 1 of the 1-5 year plan JCM Services have been instructed to carry out the work in the woods, the contractors to liaise with Cllr Faulds and Donna Hance. Trees BPC received the report and quote for work to be carried out on other trees.
E23/157	Allotment Site/Association Fence Donna Hance reported that the fence needs patching up in places there is in the budget £1000 to purchase some stakes and panelling for the village attendant to erect.

	Action: Donna Hance to purchase stakes and panelling.
E23/158	Environment Enhancement Signs/Plants/ bulbs In discussion to be taken to next Environmental meeting
E23/159	Environmental plan 1 – 5 years Noted
E23/160	Grass Cutting Contract A new contract is required JCM Amenity services all Cllrs in favour of continuing with JCM.
E23/161	Memorial Benches Donna Hance reported that she is waiting for information from the family as to what should be written on the plaque. Action: Waiting on the information from the family
E23/163	Speed watch Cameras Two body cams were ordered and received. A meeting to be scheduled with Cllr Bleet and all volunteers Action: Deputy Clerk to arrange a meeting with Cllr Bleet to put a rota in place
E23/164	Litter Pick 30th September Report Deputy Clerk was on annual leave. Donna Hance deputized – Two people turned up for litter pick. It was suggested that we cut back to two litter picks a year April and October. Action: To advise the residents of Broomfield of the change to the litter pick. Now twice a year
E23/165	Football Club Contract/Agreement A new contract/agreement is currently being produced once finalised will be sent to the Football Club Action: Deputy clerk is currently waiting on the finalised agreement one complete will be sent to BFC

E23/166	Basketball Hoop The Basketball Hoop has been ordered ETA November Action: The Deputy clerk to contact the manufacturer for an update for ETA
E23/167	Notice Board Refer to E23/154
E23/168	Kids Shelter To go to the next committee meeting
E23/169	Missing Waste Bin A resident reported that the bin was missing from the bus stop opposite Jubilee Avenue There is a spare waste bin that can be used from Broomfield Parish Council offices Deputy Clerk has had made several attempts to get through to the street care team at CCC to ask them to install the bin correctly back at the bus stop as it needs bolting to the ground. Action : Deputy Clerk to contact with Street care team.
E23/170	Bus Stop Eric Avenue Correspondence was received from a resident enquiring about a bus shelter by Eric Avenue. Currently no funds for a bus stop
E23/171	Glebe Crescent Alleyway A resident reported that the pavement in the alleyway is very uneven and could we fill the potholes in also the overgrown trees/hedges either side of the pathway very overgrown. On investigation the pavement is looked after by Essex Highways. Hedges and Trees some are the responsibility of the houses are either side of the footpath. JCM services are due to visit to work on the trees in the alleyway that have TPOS on them Action: Deputy Clerk to report potholes to Highways and provide photographs
E23/172	Broomfield Scouts Group emailed requesting permission to bury a time capsule in Centenary woods. This was unanimously agreed by all Councillors that the group could bury a time capsule. Action: Deputy clerk to email the Broomfield Scouts group giving them permission to bury a time capsule
E23/173	Correspondence received.

E23/174	Matters for the next meeting. Bins Kids Shelter Glebe Crescent pavement and tress (TP0)
E23/175	Meeting Closed at 21.29