

INGATESTONE & FRYERNING PARISH COUNCIL
CHURCHYARDS & ENVIRONMENT COMMITTEE
MINUTES OF MEETING HELD ON 12TH SEPTEMBER 2011

Members: Cllrs. L.Boyce (Chairman) P. Baggott R.Lee P.Poston
J.Tench *T. Williams G.Wire

*Denotes absence

Also Present: Miss Elizabeth Durrant (Clerk to the Council)

<u>Item</u> <u>No.</u>	<u>Item</u>	<u>Action</u>
1.	Apologies:	
2.	Minutes of the Previous Meeting (08/08/2011): These were AGREED as previously at the main Council meeting on 1 st September	
3.	Matters Arising: (not for resolution or action) The Chairman reported that Park Leisure had commenced the installation of a new MUGA on the opposite side of the existing Multi-Use Games Area.	Cllr Boyce
4.	Seymour Field & Pavilion: Cllr Boyce reported that letters had been sent to BBC officers in respect of the perimeter fence, lack of bund and concrete bollard. It had been reported as a security issue as the lack of bund and concrete bollard could enable vehicles to access the field. In respect of the Car Park Cllr Poston suggested a lockable height barrier to deter unauthorised use by commercial vehicles. Cllr Boyce also reported that BBC had suggested a site meeting and the officer had been asked for his availability. The Chairman confirmed that although we charge the footballers the income is used against costs associated with use of the Pavilion and if BBC wanted to charge for use of the pitches then this would mean an additional cost to the football clubs. The Clerk reported that the water had been disinfected and fire extinguishers tested at the Pavilion.	Cllr Boyce
5.	Fairfield & Ingatestone Churchyard a) To Consider Quote for Works It was reported that the dead cherry tree had been cut to a stump of 3ft and could be removed at a later date. It was AGREED to remove the dead silver birch at the back of the Church. The five trees on Fairfield should be done before next spring whilst they are still saplings. It was AGREED in principle and to revisit and approach Greenscapes again nearer the Spring as the quote would still be valid. Cllr Baggott asked that he would like to see the trees and Cllr Boyce confirmed that she had marked the trees in question with white paint and numbered them. Cllr Wire reported that she had reported the tree overhanging the see saw on the children's play area and this would be looked at by BBC as it was not on the play area itself. The Clerk reported that the missing bolts on the see saw had been ordered, that they were not integral to the mechanism and just there to secure the panel as part of the casing. The Clerk confirmed that RM Maintenance would fix the bolts. The Clerk had also asked RM maintenance to quote for repainting the climbing frame.	Office
6.	ROSPA Report a) To consider quotes to repair wet-pour surface 3 quotes were considered and it was AGREED to accept the quote from Charles Lawrence for a repair kit which RM maintenance would use to fill the holes in the pour surface under the climber. b) To consider Wicksteed quote to repair worm chains on flat seat swings This was AGREED in principle if it was a health and safety issue and RM maintenance would fit. However the Clerk was asked to approach Basildon or Chelmsford to find out who they use as a comparison.	Office

7. **Fryerning Cemetery** **Cllr
Boyce/
Office**
 a) To consider quote for works at Fryerning Cemetery
 It was **AGREED** to accept the quotes for the lifting of the chestnut branch on the side of the hedge, to tidy the hedge tree line to the ditch, to cut down the Cherry tree.
 It was **AGREED** to revisit and approach Greenscapes again nearer the Spring as the quote would still be valid. It was suggested that members of the committee could volunteer their services to cut back the bushes.
 It was **AGREED** to consider bulb planting under the environment section.
8. **Allotments** **Cllr
Boyce/
Office**
 a) To consider Tenancy Agreement
 b) To consider notice to quit in respect of any rent increase
 It was **AGREED** to add the rent increase to the end of the renewal and that would acts as a notice to quit giving 12 months notice of rent increase. On 29th September 2011 to state at the bottom of the renewal that rents will increase by 25%, (per square metre) with effect from 30th September 2012. This will happen each year for the next four years. Effectively this would end the old contract and begin a new one with each allotment holder.
 c) To consider Risk Assessment
 Following a discussion about the keeping of livestock.
 It was **AGREED** to review the Risk Assessment in respect of keeping hens and rabbits. The Clerk was asked to amend Poultry to Hens.
 d) To consider request to erect advertising board at Roman Road in respect of a charity event to raise funds for Cancer Research and McMillan Cancer Support 2ft by 2ft.
 It was **AGREED** that the committee should not grant permission to display the signage at allotments site itself as the sign would not fulfil its purpose as it wouldn't be seen from the road.
9. **Footpaths & Rights of Way:** **Cllr Wire**
 Cllr Wire reported that she had asked BBC to look at the tree overhanging the footpath to the station.
10. **Environmental Matters** **Cllr
Poston**
 a) To consider invitation to participate in Winter Salt Bag Scheme
 Cllr Poston suggested using the Junior and Anglo-European schools for storage as it would be useful to them to keep school routes clear. It was pointed out that this was not for use on their playgrounds. It was suggested that the Pubs on the High Street could store salt bags for residents to collect and use on their own streets but not on their own entrances/ driveways. It was **AGREED** to participate. The Clerk advised that the return must be completed by 14th October.
 b) Bulb Planting
 It was **AGREED** to put in 1000 bulbs at the Corner of the A12 and Village sign and to accept the quote from Greenscapes in respect of this.
11. **Correspondence** **Cllr
Poston**
 a) Essex Heritage Trust Annual Meeting 15th September
 b) Raised Flower Bed at Crossover (Ownership)
 Cllr Poston suggested looking at the proposed plans for Summerfields at BBC.
12. **Any Other Business (not requiring resolution or action)**
 Cllr Wire raised concerns that the Contractor was seeding graves rather than using turf as per the contract.
 Cllr Boyce pointed out there would be no meetings in October or December.
13. **Date & Time of Next Meeting:**
MONDAY 14TH NOVEMBER 2011 AT 7.00 PM – At the Parish Council Office