

**INGATESTONE & FRYERNING PARISH COUNCIL
CHURCHYARDS & ENVIRONMENT COMMITTEE
MINUTES OF MEETING HELD ON 10th JANUARY 2011**

Members: Cllrs.	A.Allen*	R.Brown*	P.Baggott
	M.Montgomery	G.Wire	J.Tench
	L.Boyce (Chairman)	P. Poston	T. Williams

Also Present: **Aimi Middlehurst (Clerk)**

*Denotes absence

<u>Item No.</u>	<u>Item</u>	<u>Action</u>
1.	Apologies: None received.	
2.	Minutes of the Previous Meeting (08/11/2010): These were agreed.	
3.	Matters Arising: Cllr Baggott reported on the progress of the planting sponsorship. After discussion, it was AGREED to amend one sentence in the letter to be sent to the local traders to the effect that Parish Council have ‘already been contacted by a local business and, therefore, we wanted to open the opportunity up to all’.	PB/Clerk
4.	Seymour Field & Pavilion a) <u>Order of the new chairs</u> It was noted that the new chairs have now been ordered.	Noted
	b) <u>Toilet Roll Holder for Disabled Toilet</u> Cllr Boyce confirmed that following a conversation with Cllr Mussard the toilet roll holder was now in use.	Noted
5.	Fairfield & Ingatestone Churchyard: a) <u>Moving the location of the Dog Waste Bin</u> After discussion it was AGREED by all for the Clerk to request BBC move the location of the dog bin to within the vicinity of the path by Stonegate close to the current litter bin.	Clerk
	b) <u>Quotation from IDC Greenscapes to remove the bush from the Smaller Children’s Play Area</u> After discussion, it was AGREED for the Clerk to request IDC Greenscapes prune and transfer the bush to a suitable location on Fairfield. Clerk authorised to spend up to £100 on the transfer.	Clerk
	c) <u>Quotations for the Multi Use Games Wall</u> The Clerk advised that four quotations had now been received and that the Expression of Interest form had been submitted to the Essex Environment Trust. One of the quotations was from Wicksteed Playscapes for a tarmac base of 97sq metres. The Clerk had queried this figure as the current tarmac base is 120sq metres. Wicksteed have advised that they recommend any tarmac be 5 metres from any free fall area ie the climbing wall. The Clerk was asked to confirm this with the Essex Playing Field Association and also clarify the grant conditions for the climbing wall and if it can now be removed.	Clerk
	d) <u>Advice from Essex Playing Field Association</u> Clerk discussed the requirement for facilities to provide signage advising location and grid reference details for 999 emergency services. Malcolm Webb from EPFA advised that he did not feel this necessary in areas such as Fairfield and Seymour Field as the majority of users are local people able to provide full details to emergency services. He did advise that warning signage should be placed at both areas advising ‘Users use these facilities at their own risk’. After discussion, it was proposed by Cllr Baggott and AGREED by all for the Clerk to arrange a sign be placed on Seymour Pavilion, on the railings of the younger children’s play area and also on the fence by the Crossover.	Clerk

- 6. Footpaths & Rights of Way:**
a) Email from a parishioner regarding the footpath on Fairfield
 Cllr Boyce reported that a Parishioner had requested the Parish Council grit the footpath during cold weather. It was AGREED for the Clerk to request a quotation from IDC Greenscapes to grit the area around the kissing gate and surrounding area and also at the Chicane and surrounding area. **Clerk**
- 7. Fryerning Cemetery**
a) Management of rabbits within the Churchyard/Cemetery
 Cllr Boyce advised that management of the rabbits had commenced. **Noted**
b) Quotations for the Lychgate gates
 The quotation from Mr Goddard was discussed. It was AGREED for Cllr Boyce to request a quotation from Mr Bysouth and compare the prices. Clerk to instruct Mr Goddard if his quotation is cheaper or if the alternative quote is not received within a reasonable timescale. **LB Clerk**
- 8. Allotments**
a) Four new applications for allotments
 The Clerk advised that four new applications had been received. It was AGREED for these to be given the remaining four plots at the Roman Road site. **Office**
 Cllr Boyce advised that the path to the Roman Road site was very muddy and needed some road plainings scattered to improve the surface. Clerk to investigate. **Clerk**
b) Stock Lane
 After discussion, it was AGREED for the Clerk to contact Mr Monk and request a meeting. Cllr Poston offered to review the current map and use an electronic system to plot a new up to date version. **PP/Clerk**
- 9. Environmental Matters**
a) email from a Parishioner regarding the setting up of a Graffiti Cleaning Team
 The email was noted. It was confirmed that graffiti on public property would be reported to BBC. Graffiti on Parish Council property would be removed by the Parish Council but that graffiti on private property was the responsibility of the property owner. **Noted**
- 10. Correspondence**
a) Email from the Parish Council Tree Warden
 Cllr Boyce reported the email regarding the Yew Tree in the Cemetery showing signs of dying back. The Clerk advised that she had requested Andy Laing from BBC take a look at the tree as it shows possible sign of Phytophthora. If confirmed, this should be reported to the Forestry Commission. **Noted**
- 11. Budget 2010/2011**
 Copies of the budget were circulated and after discussion, it was AGREED by all to reduce the Younger Children's Play Area forecast for this year by £500 and increase 2011/12 budget to £2,500. **PB**
- 12. Any Other Business**
 Cllr Montgomery reported that she had received a feedback report from the ECC Waste Development Workshop she had attended. **Noted**
- 13. Date & Time of Next Meeting:** Monday 14th March 2011 at 7.30pm.

