



Ingatestone and Fryerning Parish Council

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CHURCHYARDS AND ENVIRONMENTS COMMITTEE

MINUTES OF MEETING HELD: 14th December 2015, 8.00pm
VENUE: Seymour Pavilion, New Road, Ingatestone

Present: Cllrs P Jeater L Boyce R Lee J Fowkes
P Poston A Howe (Clerk
and RFO)
Also Present: 3 Parishioners Cllr L Day Cllr D Abrey
Absent: P Lackford

143/15 Apologies for Absence

Received from Cllr Lackford due to work commitments

144/15 Announcements and Declarations of Interest

Cllr Fowkes declared an interest in a number of agenda items (**marked ***) due to her connection with Fowkes Building. She took no part in these discussions.

145/15 Approval of minutes of the last meeting held on 16th November 2015

Approved with no amendments

146/15 Matters arising for report (not for resolution)

- Nothing to report

147/15 Public participation session

Three members of the public were present who wished to speak about the Roman Road Allotments.

At this point, Cllr Jeater declared an interest in this issue, owing to a connection with the Allotment Association and withdrew from the meeting. Cllr Lee took over as Chair for this agenda item.

The Parishioners asked for guidance and information about the long term security of the allotment as it is no longer being maintained by the Allotment Association and the Clerk was asked to investigate and report back.

At this point, Cllr Jeater took back the Chair

148/15 High Street Christmas Trees

It was proposed that the payment of £2523.57+VAT to IDC Greenscapes for the testing, dressing, installation and dismantling of the High Street Christmas Trees be approved.

Proposed: Cllr Jeater

Seconded: Cllr Lee

All agreed

At this point, Cllr Jeater proposed that as Cllrs Day and Abrey were present to discuss the proposed renovation of the Fryerning Cemetery path that this item be discussed next on the agenda. This was agreed by all

152/15a Fryerning Cemetery Path

Cllr Jeater reported that he had undertaken site visits with Cllr Day to look at previous work undertaken by the companies quoting for the business. Cllr Day aired some concerns about the use of the path by the skip lorry and the Clerk was asked to seek assurances and information on this point. Cllr Fowkes advised on the strength and qualities of a variety of path surfaces and a general discussion was had.

149/15 Roman Road Allotment

Cllr Jeater reported to the committee conversations that he had had with the Chair of the Allotment Association, in his position as Chair of C&E. The Clerk was asked to contact the Parishioners who had attended this meeting to advise on the ownership of the land, once she had undertaken investigations.

150/15 Grounds Maintenance Contract (due for renewal 1st April 2016)

After a discussion, Cllr Jeater agreed to check on the school examination dates in relation to increasing the number of litter collections for Fairfield. It was agreed that the cutting of the BMX track be removed from the new contract. Clerk advised that the final list of works for the contract needs to be finalised at the January meeting and that this contract needs to be included on the Governments Contract Finder website.

151/15 Seymour Field, Pavilion and BMX track

After a discussion it was agreed the Clerk contact the Essex Wildlife Trust and Woodland Trust for advice on reverting the BMX track into a wildlife area.

152/15b Fryerning Cemetery

- **Fryerning Cemetery Lychgate**

The Clerk reported that she was meeting with Bakers of Danbury the following morning to discuss works on the Lychgate and that she was in contact with a further 3 companies for the work and will report back at the next meeting.

- **Fryerning Noticeboard (* Cllr Fowkes)**

The Clerk presented two quotes for the installation of the Fryerning noticeboard:

G Fowkes £100

S Tidd £110

It was proposed that this work be awarded to G Fowkes on the basis of cost

Proposed: Cllr Jeater

Seconded: Cllr Poston

All agreed

153/15 Fairfield and Ingatestone Churchyard

- **Fairfield Pond – site visit and review of quotes**

Cllr Jeater reported on a recent visit to a local fishing lake with Cllr Whittaker and discussed the various methods of bank work that they undertake, along with the annual maintenance required. The Clerk advised that she is still waiting for a revised quote from one of the companies and it was agreed that this will be postponed to the next meeting. Cllr Jeater also advised that the Committee had been successful in obtaining an award of £2000 for this work from Essex CC Community Initiatives Fund

- **To discuss quotes for the reduction of the hedge at the Skate Park**

The Clerk presented two quotes for the reduction of the hedge to 3.5ft
Ingatestone Tree Surgery £700

S Tidd £480

It was proposed that this work be awarded to S Tidd on the basis of cost

Proposed: Cllr Poston

Seconded: Cllr Fowkes

All agreed

154/15 General Parish maintenance works (* Cllr Fowkes)

The Clerk presented all the quotes that she had obtained for the small works within the Parish and the following was agreed:

Repair to the children's climbing frame, Fairfield

Awarded to S Tidd (£20) on the basis of cost

Proposed: Cllr Jeater, all agreed

Installation of bollard and signs at Fryerning Cemetery

Awarded to G Fowkes (£100) on the basis of cost

Proposed: Cllr Lee, all agreed

Installation of safety sign at the zip wire

Awarded to S Tidd (£30) on the basis of cost

Proposed: Cllr Lee, all agreed

155/15 Footpaths and other Rights of Way

The Clerk was asked to report the following areas for scheduling by the NATS team

- Brambles down Bell Mead, that are overhanging the path by the Doctors surgery
- Overgrown path on Roman Road - Whadden Chase to the Council Depot
- Footpath 38 from the Station to Fairfield – litter picking required and very overgrown

156/15 Environmental matters

Litter pick day – 12th March 2016

The Clerk was asked to write to schools and organisations about the litter pick day, asking for volunteers.

157/15 Reallocation of budget for 2015/16

The Clerk advised that the budget for the cost of skip hire was too low as there are now two skips being hired by the Parish Council. It was RESOLVED that £1000 be taken from the Fryerning Cemetery Ground Maintenance heading and transferred to the Fryerning Cemetery – Skip Hire heading.

Proposed: Cllr Jeater, All agreed

158/15 Review of budget for 2015/16

Due to the lateness of this meeting, this item was postponed to the next meeting

159/15 Correspondence received at the office

- None received

160/15 Items for inclusion in the next Agenda (not requiring resolution or action)

- None requested

161/15 Close of meeting

The Chairman thanked the Cllrs for attending and closed the meeting at 10.00pm.

Date of Next Meeting

Monday 11th January 2016 at 7.30pm Venue: to be confirmed