



Ingatestone and Fryerning Parish Council

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CHURCHYARDS AND ENVIRONMENTS COMMITTEE

MINUTES OF MEETING HELD: 16th November 2015, 7.30pm
VENUE: Parish Offices, 118 High Street,
Ingatestone

Present: Cllrs P Jeater L Boyce R Lee J Fowkes
P Lackford A Howe (Clerk
and RFO)

Also Present: Cllr H Hicks

Absent: P Poston G Smith P Smith

Prior Before the meeting was formally opened, Cllr Jeater thanked the Councillors for their flexibility with regards to the postponement of this meeting. He also welcomed Cllr Lackford to the membership of the Committee.

125/15 Apologies for Absence
Received from Cllr Poston and Mr Smith (both work)

126/15 Announcements and Declarations of Interest
None received

127/15 Approval of minutes of the last meeting held on 12th October 2015
Approved with no amendments

128/15 Matters arising for report (not for resolution)

- Cllr Jeater reported to the Committee about the possible releasing of reserves to cover the cost of the path work at Fryerning Cemetery. He advised that he would be bringing this up at P&R next week before recommendation to Full Council

129/15 Public participation session
No parishioners wanted to speak

At this point, due to Cllr Hicks being present to discuss Fairfield Pond, it was proposed by Cllr Jeater and agreed by all to bring forward agenda item 134/15

134/15 Fairfield and Ingatestone Churchyard

- **Replacement swings**
The Clerk reported that the replacement swings and safety matting had been installed and the payment for the works had been approved at a previous C&E meeting
- **To approve the removal of the dead silver birch in Ingatestone Churchyard by Ingatestone Tree Surgery at a cost of £300+VAT**
Proposed: Cllr Jeater
Unanimously agreed

- **Fairfield Pond**

Cllr Hicks was invited to speak to the committee about the renovation of Fairfield Pond as he has experience of this work through various associations he is a member of. After a lengthy discussion on methodology and funding, it was suggested by Cllr Jeater that a new specification of works be drawn up and a contractor recommended by Cllr Hicks be approached for a quote, along with the current companies who have quoted. It was agreed that the works needed to be split down into individual projects as the budget was not available this year. The Clerk advised that she had submitted a bid for CIF funding to the tune of £2000.

Cllr Hicks was thanked for his input and he then left the meeting.

130/15 High Street Christmas Trees

The Clerk reported that IDC Greenscapes and Spectrum Electrical will be working together this Wednesday to test the brackets and electrical supplies and that everything was on track.

131/15 Grounds Maintenance Contract (due for renewal 1st April 2016)

After a discussion, it was proposed by Cllr Jeater that it should be **recommended** to the next Full Council meeting **that the contract be extended to three years** to get the benefit from fixed prices for the works, on the proviso that the contract has a termination clause for unsatisfactory work.

Proposed: Cllr Jeater

Unanimously agreed

132/15 Seymour Field, Pavilion and BMX track

After a discussion it was agreed that the BMX track is not used and should be left to return to nature. The Clerk was asked to remove this from the Grounds Maintenance Contract in the future.

133/15 Fryerning Cemetery

- **To approve the installation of a replacement litter bin at Fryerning by Brentwood Borough Council at a cost of £294 + VAT and the emptying of the litter bin at a cost of £2.50 + VAT per week**

Proposed: Cllr Jeater

Unanimously agreed

- **Fryerning Cemetery Lychgate**

The Clerk reported that a Surveyor from Beresford's in Chelmsford had agreed to undertake a survey of the Lychgate on the 17th November and highlight any repairs or maintenance work that was required. Beresford's had offered this service free of charge of the Parish Council.

- **Fryerning Noticeboard**

The Clerk advised that she was still chasing for quotes for this work, along with a number of other small jobs around the parish.

135/15 General Parish maintenance works

After a discussion it was agreed that the Clerk progress with obtaining quotes using recommended builders and handyman services.

136/15 Trees within the Parish

It was agreed that this be removed from future agendas

137/15 Footpaths and other Rights of Way

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

- Brambles along New Road from Seymour Field hedge

- Brambles down Bell Mead, that are overhanging the path by the Doctors surgery

138/15 Environmental matters

It was agreed that the Committee will be organising a Litter Pick Day on the 12th March and the Clerk confirmed that she had received support for this activity from Brentwood Borough Council.

139/15 Review of budget for 2015/16

The Clerk asked the Councillors to consider project for next year's budget

140/15 Correspondence received at the office

- None received

141/15 Items for inclusion in the next Agenda (not requiring resolution or action)

- None requested

142/15 Close of meeting

The Chairman thanked the Cllrs for attending and closed the meeting at 8.50pm.

Date of Next Meeting

Monday 14th December at 7.30pm Venue: 118 High Street. Ingatestone