



HATFIELD BROAD OAK PARISH COUNCIL
MINUTES OF THE OPEN SPACES COMMITTEE MEETING

HELD AT 7.30 PM ON TUESDAY 29th SEPTEMBER 2020

VIA ZOOM

PRESENT:

Cllrs Tessa Pemberton (TP), (Chairman) Cllrs Vanessa Ambler (VA), Keith Artus (KA), Terry Marsh (TM), Tracy Marsh, (TB), Oliver Nancarrow (ON), Susan Smith (SS), Mark Strutt (MS), Chris Webb (CW) in attendance Cllrs Clerk to the Council Ernie Fenwick and 2 members of the public.

310. CHAIRMAN'S WELCOME & PUBLIC PARTICIPATION

Chairman welcomed Members of the public and invited them to address the Committee
No comments from public

311. APOLOGIES FOR ABSENCE

None

312. TO APPROVE MINUTES OF LAST MEETINGS

Minutes of the Open Spaces Committee Meeting held on 29th September
Proposed VA Seconded KA Carried unanimously

313. DECLARATIONS OF INTERESTS.

313.1. MS declared Nonpecuniary and personal non prejudicial interests as follows for the Village Green and Recreation Ground as the:

Trustee of the HBO Sports and Community Club, Head Coach and Chair of HBO Youth FC, and Secretary and Instructor of Hatfield Broad Oak Ch'uan Chang Do Kung Fu Club
Secretary and Instructor of Hatfield Broad Oak Ch'uan Chang Do Kung Fu Club

313.2. SS declared a non prejudicial interest as she lives near the Village Green.

314. COVID-19 MEASURES

314.1. To consider the latest Government regulations

314.1.1. Grass roots sport may be stopped in the Government regulations tomorrow

314.1.2. TP suggested that as there is a restriction on more than two people from separate households meeting outdoors, the goals should be chained together.

314.1.3. VA suggest that this is deferred to the PC meeting next Wednesday until the regulations are agreed and the Check lists are forwarded to the Clerk.

314.2. To consider the necessity to have a portaloo on the Village Green

314.2.1. VA thinks not having toilet facilities on the green would be detrimental to the youngsters, particularly the young girls and a permanent toilet facility would be preferable to portable facilities.

314.2.2. TB asked how many young footballers are village residents.

314.2.3. MS said there were several girls from the village in the club and more would be attracted.

314.2.4. KA asked why we should not provide adequate facilities for members of this and surrounding villages.

314.2.5. SS thinks in these current Covid conditions toilet facilities should be cleaned much more regularly than weekly and the cost is disproportionate to its use. Is Planning Permission required. Do we have a contractual obligation to the contractor?

314.2.6. TP reported that we do need planning permission after 28 days of use and Council Tax may well be paid. Other councils have the toilets deep cleaned weekly and cleaned daily. There are no public toilets in any of the surrounding villages.

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- 314.2.7. TP proposed a vote, Recorded vote requested by MS
- 314.2.8. KA pointed out that the Football club have had a grant of £23000 awarded for the provision of mowing equipment which will save the council £10000 over 5 years.
VA clarified the position regarding declaring interests
Remove portaloo In favour. TP, SS, TM, TB, CW, Against ON, MS, KA, VA
- 314.2.9. Risk Assessment for Group users of Village Green

315. KEYHOLDER REGISTER

- 315.1.315.1. To confirm the Clerk to hold Key Holder Register
 - 315.1.1. Register to be sent to Clerk tomorrow
- 315.2.315.2. To confirm the reasons for issue of keys.
 - 315.2.1. Number of keys issued and role of persons holding keys

316. MAINTENANCE ITEMS

- 316.1. Safety Inspections and Issues
 - 316.1.1. RoSPA checklist was sent on 5th June. No checklists have been sent to the Clerk
 - 316.1.2. Tracy and Terry Marsh will look at the Check list for amendment
- 316.2. Anne Lees Path
 - 316.2.1. Dredging Mus Brook
 - 316.2.1.1. Contractor prepared to carry out dredging provided silt has not to be removed from site. This is a limited operation. There will be a Highways Support Meeting held via zoom with the Portfolio holder, Highways, PRoW and PC representatives as soon as possible.
 - 316.2.2. Contractors quotes have been received and will depend upon the meeting with ECC
 - 316.2.3. Tree Work. Requote required as first contractor has not responded to deadline.
 - 316.2.4. Collapsed embankment. Price quoted at £920 to be approved by Parish Council. Ask Council to make an allowance of up to £2000 in total for the works to the embankment.
- 316.3. Tree works
- 316.4. SS proposed acceptance of the quote to clear the undergrowth of the Brook and clearance of the brook.
- 316.5. TP proposed we accept the quote from Tree Management Company of £1206 Carried by majority in favour 7 against 2
- 316.6. Vandalised bench at the end of Cage End Close. S Matthews repairing and refixing £160 defer to PC meeting next week for circulation of quotation
- 316.7. Clearance of trees to bank alongside Dunmow Road.
 - 316.7.1. Inspection of Oak tree 101
 - 316.7.2. Deferred to next meeting Tree has not been climbed. Clerk to contact TMA
- 316.8. Watercourse works
 - 316.8.1. Permission approved to carry out the works has been granted. KA said approval for the work needs to be granted before quotations are obtained
 - 316.8.2. TP proposed we defer this to the Parish Council meeting and take out a public Loan and get a quote to renew the complete entrance. Approved.
- 316.9. Recreation Ground
 - 316.9.1. Anti-social behaviour reports and proposed course of action. KA reminded everyone that this is still a problem and we need to consider solutions. The problem may be seasonal and weather dependent. The complainant has been advised to report incidents to the Police.
 - 316.9.2. Consider installation of CCTV. CCTV is difficult to install without a suitable source of power. Clerk to write to resident, and considered the problem and to continue to report to the Police.

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- 316.9.3. Condition of grass. It is thought to be the Chaser grub but we cannot put down the relevant treatment until early next year. Clerk to contact Aldburys regarding weedkilling and advice to improve the quality of grass.
- 316.9.4. Play equipment
- 316.9.4.1. Purchase play frame for the under 5's area Little Miss Muffett at a total cost of £3800 plus to be submitted for approval to the Parish Council. VA is happy to submit Grant application to discuss with TP.
- 316.9.4.2. Consider location for playframe
- 316.9.4.3. Installation of playframe. Can be installed by ourselves with suitable instruction details.
- 316.9.4.4. Seek parents' views on requirements for more play equipment for younger children. Defer until Little Miss Muffett equipment installed.
- 316.9.4.5. Approve building Tyre mound at a cost not exceeding £400. KA proposed that we proceed when tyres are available in the spring of 2021 Reconsider building Tyre mound at a cost not exceeding £400. Defer to next Parish Council Meeting.
- 316.10. Village Green
- 316.10.1. Vehicle Entrance
- 316.10.2. Test was testing if the material used was inert.
- 316.10.3. Confirm safety or otherwise of existing vehicle entrance.
Uncertain regarding status of entrance.
- 316.10.4. Review use of Village Green Dunmow Road entrance
- 316.10.4.1. Occasional use is not a scheduled weekly use nor regular use. TP proposed that the entrance should be constructed to highway standards as soon as possible. Occasional use does not include recreational use.
- 316.10.4.2. Proposed closed except for maintenance and grass cutting Carried by majority 5 in favour TP, SS, TM, TB, CW, 4 against VA, KA, MS, ON
- 316.10.5. Gate closer
- 316.10.6. Proposed that a pneumatic closer be fitted to the gate. Defer to Parish Council meeting.
- 316.10.7. Storage containers
- 316.10.7.1. Painting old container. No progress due to weather.
- 316.10.7.2. Hard surface quotations have been obtained. To be sent to Clerk.
- 316.10.7.3. Electric supply to containers. Quote has been obtained.
- 316.10.8. Tree planting. MS spoke to WG regarding Dunmow road hedge line to help hiding the containers. WG was happy provided that we leave at least 1m gap from the fence.
- 316.10.9. BBQ hut
- 316.10.9.1. Review proceeding with this project. Quotation was higher than the total precept.
- 316.10.9.2. VA said we need to consider a pavilion instead of the BBQ hut Carried by majority 5 In favour 2 against 2 abstained
- 316.10.10. Vermin Control. KA and MS met with rabbit catcher quotation of £380 Carried by majority 7 in favour 2 against
- 316.10.11. Football Goals
- 316.10.11.1. Weekly safety check
- 316.10.11.2. Ownership of nets. If nets got damaged would be subject of PC insurance.
- 316.10.11.3. Tilt test. No longer required as it has been removed from Harrods recommendation.

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316.10.12. Benches

No quotes received for making the benches. Look at entire project cost. Defer to future meeting.

316.10.13. Outdoor Gym & Trim Trail. Consider delay until vehicle entrance resolved. SS said this is a great idea, but needs to be considered for the members of the community. MS agreed and feels it should attract grant funding. TB said should be near the High Street end of the Village Green.

316.11. Progress report on filling in to dips in surface and reseeding. Delayed due to weather

316.12. Irrigation.

316.12.1. To consider any requirements for further irrigation to sports pitches. Cricket Club invested in a better sprinkler system this summer.

316.13. Other Areas.

316.14. Grass Cutting & Maintenance

316.14.1. Update on use of Tractor and equipment. Tractor is working well.

316.14.2. Update on contract for contractor

316.15. Fertiliser

316.16. Litter and Bins Remove small bin near Scout hut and reposition at an agreed location near the Vicarage

316.17. Update on quotes from TBS Hygiene

316.18. Notice Boards £460 including installation. Quotes to be circulated by TP and KA.

317. ITEMS TO BE SUBMITTED TO PARISH COUNCIL FOR APPROVAL

To accept quotations for Vermin Control, Provision of Notice Boards, TSB Hygiene litter and dog bin collections, Gate closer to Village Green entrance, Construction of Village Green entrance to Highways standard. Removal of portaloo, Tyre mound to play area, Grant application for play equipment,

318. MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

319. DATES OF NEXT MEETING

30th November

29th December

25th January

Meeting closed at 8.47 pm

(CHAIRMAN)

DATE: _____