



HATFIELD BROAD OAK PARISH COUNCIL

MINUTES OF THE OPEN SPACES COMMITTEE MEETING

HELD AT THE VILLAGE HALL, HATFIELD BROAD OAK

7:30 PM ON TUESDAY 28TH JUNE 2022

PRESENT:

Cllrs Tessa Pemberton (TP), (Chairman) Cllrs Alan Fisher (AF), Terry Marsh (TM), Tracy Marsh, (TB), Mark Strutt (MS), Chris Webb (CW) in attendance Clerk to the Council Ernie Fenwick and 2 members of the public.

451. CHAIRMAN'S WELCOME & PUBLIC PARTICIPATION

The Chairman welcomed everyone present and opened the meeting and advised everyone that the meeting is being recorded

The meeting is following Standing Orders strictly

No questions were raised by members of the public

452. APOLOGIES FOR ABSENCE

Cllrs Susan Smith (SS), personal reasons

453. TO APPROVE MINUTES OF LAST MEETINGS

Minutes of Open Spaces Committee Meeting held on 22nd March and 24th May were approved and signed as a true record of the meetings 1 abstention (AF) for 22nd March

454. DECLARATIONS OF INTERESTS.

MS declared personal interests

455. MOTIONS

- i. To discuss and agree ideas to change booking forms.

Proposed Cllr Pemberton

Councillors comments

Ts and Cs need to be consistent between forms

Pitch sizes need to be consistent

Ts & Cs should not be on each form but be referred to

Don't allow commercial activities and therefore a coaching form should be removed.

Duplications of signatures on the forms

More user friendly

What is considered a session time period.

Proposed that the Clerk produces a draft in accordance with the above comments and then circulates for consideration. Approved.

- ii. To discuss and agree where grass is cut on Broad Street Green

Councillor comments

Cost effective to use Colin Sumner and we should cut the triangle and the area where the dog bin is located

Around the triangle the grass is exceptionally long, at the Barnfield end of the triangle.

Get a contractor to cut it.

Strimming of these areas should not take more than 1 hour and should be done at least once a month.

Proposed to obtain a quotation to trim once per month

Proposed Cllr Pemberton Approved

456. WORKING GROUP

Working Group has not yet met. CW would hope that there is a summons to a meeting soon. Unfortunately, UDC Cllr Reeve has been unwell and he was going to facilitate the meeting.

Both Helen Marriner and Anthony Challis have agreed to join group.

457. FINANCE

Clerk believes it would be unwise to make payments from this committee and should be made at the full council meeting.

458. MAINTENANCE ITEMS

Maintenance Items

458.1. Safety Inspections and Issues.

458.1.1. Contractors' quotes. Quote received from John Kenney and order placed for field gate repair £235 and to trim grass and reduce laurel hedge £480. Further quote for lower laurel hedge £480. Tree survey awaiting report. Clerk to obtain quotes for trimming side of Dunmow Road as residents are finding it hard to park there.

458.1.2. Painting of container. Awaiting Nigel Helyar and Beard Brothers quote.

458.2. Recreation Ground.

458.2.1. Vandalism to playground equipment. Play hut has been repaired. Thanks to Steve Hodges

458.2.2. Gate: Quotes sorted for new gate. Awaiting date for installation. Clerk to contact S Matthews

458.2.3. Play equipment: Awaiting date of removal of part of trim trail. Clerk to contact S Matthews

458.2.4. Monthly equipment checks. TB has checked to goal posts and they seem to be slightly loose. Agreed that the monthly/weekly checks can be submitted every three months with a sentence underneath stating Checks have been carried out in the months of April, May and June and the condition of the equipment is as above. If there is a change then the clerk to be informed immediately.

458.2.5. Re-siting of litter bins. Order placed, awaiting date for re-siting

458.2.6. Platinum benches at the Rec and the Village Green. We have received £1800 for the benches. With the history of vandalism, a metal bench was agreed for the rec and a wooden one for the VG. TB to liaise with others for wording on wooden bench for the VG. Clerk to order benches.

458.2.7. Reducing height of Laurel Hedge. Order placed with contractor. It was agreed to only reduce the top hedge near the scout hut this year but consider the other hedges next year.

458.3. Village Green.

458.3.1. Security on Village Green.

TM to place chain across the Dunmow Road entrance and to liaise with C Summers beforehand. A resident has made a no parking sign and MS has already put up no parking signs on the entrance. New combination locks to be put in place.

458.3.2. Disabled Access Report.

Clerk has written to English Heritage regarding if Scheduled Monument permission is required. Still awaiting response from English Heritage. Contact Disabled Report provider regarding any levels taken in preparing the report.

458.3.3. Update on Booking system for Village Green. No update

458.3.4. Review of Village Green Usage: Permission was given for the use of the top area of the village Green for training during July. No hire charge to be asked for using the top area. Walking football able to continue as normal as the area they use is not used in winter and does not have special maintenance like slitting. No training in August on the pitches. Watering can be decided and undertaken by Cllr Strutt, ideally in the evening. A longer hose to be considered.

458.3.5. Applications to use the Village Green. The applications were discussed and it was agreed that the clerk will liaise with the clubs for payment of sessions already used up to the end of June from 1st April. New forms are being produced to make everything clearer. MS to provide a spread sheet showing usage from 1st April to end of June.

458.3.6. Football Goals. Two sets of goals to be chained across a worn area of pitch to prevent usage. MS said the clubs had written to the council.

Weekly safety check received for April. Agreed that the monthly/weekly checks can be submitted every three months with a sentence underneath stating Checks have been carried out in the months of March, April and May and the condition of the equipment is as above. If there is a change then the clerk to be informed immediately.

- 458.3.6.1. Positioning of goals after use. Goals should be positioned and locked over worn areas of pitch.
- 458.3.6.2. Use, condition and maintenance of Pitches. Awaiting report
- 458.3.7. Fence repairs are complete. Undergrowth clearing which was missed off the quote needs to be done in the autumn.
- 458.3.8. Moss treatment. Nothing to report.
- 458.3.9. Vermin: Mole Hills and rabbits. Offer to fly a hawk which will be trained to attack vermin. Birds of prey are in the area, e.g. Red kites. Offer declined.
- 458.3.10. Damage to field gate £235 order has been placed.
- 458.3.11. Youth Hut repair. Update. Clerk to ask Colin to check Youth hut when cutting the grass. Broken glass and other debris has been left in the area.
- 458.4. Other Areas.
 - 458.4.1. Grass Cutting & Maintenance. Schedule being followed.
 - 458.4.2. Ann Lees Path Maintenance. Nothing at present
 - 458.4.3. Trees update Oak tree ordered. Delivery now in November.
 - 458.4.4. Path around walking football pitch. Awaiting quotes. Approach businesses in Broad Oak who may give a day's work.
 - 458.4.5. Bollard on Cage End Photos sent through for insurance end. Maybe some councillors know the exact make of bollard.
 - 458.4.6. Suggestions of what to have in a village green plan
It was pointed out that this had been on several agendas and the following were the main things mentioned: a tennis court, the entrance from Dunmow Road, a trim trail/outdoor gym and pavilions/changing rooms of different sizes. MS clarified what he thought was needed, namely a pavilion large enough to be rentable out to create an income, maybe with a bar for events in the pavilion. If not, the parish council would have to subsidise it or have a building that is capable of doing other things.
 - 458.4.7. Ring drain. Needs to be progressed. Try to obtain a grant. Detailed plan required to apply for a grant and maybe it is also needed on some of the high ground. Maybe the corner of football pitch by copse could be cut back further and help the drainage. MS will follow this up.
- 458.5. Defibrillators
No background papers were provided. Information that is needed is as follows
Current owner for each defibrillator, what type is it, how old is it, costs for replacement batteries, pads and paediatric pads and when battery and pads due to be replaced for each defib.
 - 458.5.1. Bush End. Deferred to next PC meeting. MS to write background paper
 - 458.5.2. Defibrillators around the village. Deferred to next PC meeting CW to write background paper.

459. ITEMS TO BE SUBMITTED FOR APPROVAL TO FULL COUNCIL

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

Tracey M and AF agreed to look at the VG pond and development.

Walking Cricket

461. DATES OF NEXT MEETINGS

26th July

23rd August

Meeting closed at 9.50 pm