



Grounds Committee Meeting

The minutes of the Grounds Committee meeting held at
The Parish Hall, Great Baddow on **Monday 24th June**
2019 at 8.00 pm

Present:

Chairman: Cllr Mrs S. Young Vice Chairman: Cllr. K. Liley
Councillors: Mrs V Sadowsky, Mrs V Chiswell (Ex Officio), Mrs C Shaw (Ex Officio),
Mrs D Ronaldson, A. Sosin, B Kilvington, S Bodera

Officers: Clare Milligan – Clerk to the Council

192/19 **Apologies for Absence**
Cllr K Ronaldson
Michele Dixon – Grounds Supervisor
All agreed and accepted

193/19 **Declarations of Interest**
There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

194/19 **Minutes of 25th March 2019**
Minutes of the Grounds Meeting held on 25th March 2019 were signed as a true record by Cllr Mrs S Young. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs D Ronaldson.

195/19 **Public Question Time**
There were no members of the public present.

196/19 **Clerk's Report**
1. Cemetery Toilet Block – all the asbestos and woodworm has now been dealt with.

197/19 **Grounds Supervisor Report**

- A new dividing net has been fitted on the All-Weather Sports Courts.
- Surface clearance work has started on the toddler area and it is anticipated that the new wet pour surface will be in place by the middle of July, weather permitting.
- Drainage works at Vicarage Lane are still in progress but should be completed within the next few weeks.
- Repairs to the fencing and gates on the event space have been completed
- Current bookings for our sports facilities are averaging around one to two per night over a four-night period.
- Following a lack of use over the past couple of years, the grass tennis courts are now being used as an event space, with a regular hire by a dog agility club.

A handwritten signature in black ink, appearing to be the initials "VC", is located in the bottom right corner of the page.

The Grounds Supervisor has also recently received an enquiry from a group looking to set up a Petanque club, for which I am trying to organise a site visit.

- There have been several running issues with the Ransome triple mower which have required an engineer to be called upon.
- The budgeted self-contained water pressure washer and strimmers have been purchased and received.
- The graffiti on the youth shelter has been overpainted, however we are currently experiencing a problem with someone that goes by the name of 'Soapy' leaving tags around the recreation ground. The removal of graffiti is proving very difficult as the products supplied are not effective in its removal. The Councillors asked if an alternative substance was being sort to clean the areas affected. The Councillors also asked if this was a problem any where else? There was a mention of a graffiti wall and the Clerk will look into this.
- The handyman has recently given a number of benches around the park a paint job and still has a few to do.
- **We** continue to experience regular staff absence due to ill health.
- Following a complaint made at the city councillor surgery at the weekend, replacement Perspex has been ordered for the bus shelter in Longmead Avenue between Longfield Road and the shops on Meadgate Avenue.
- **We** have a longstanding problem with the maintenance on the azalea bed. Unfortunately, due to climate conditions and other commitments the bed is now looking very overgrown and has long required something of an overhaul. I have put my ideas to the Clerk who I believe will be raising the matter with you.
- At **our** request, pitch inspections have been carried out on both the cricket and football pitches by the Essex Cricket Board and the Essex Football Association, this is in order to determine future maintenance requirements for both pitches.
- The budgeted replacement flooring is being laid in the grounds office on the weekend of 5th/6th/7th July 2019.

198/19 **Forward Plan**

The Forward Plan was reviewed and a discussion took place. The Clerk will update the sheet taking out everything that is complete and re send round to councillors electronically. The Clerk advised that the cylinder mower was at the end of its life and that a new one needed to be sourced. This item will be brought back to the F&GP meeting to discuss various finance options.

199/19 **Cemetery Update**

The Clerk advised that there had been a few minor issues that Cllr B Kilvington had picked up on when he visited the site. The main ones being the site Health & Safety. Cllr B Kilvington had spoken to the site manager regarding all issues and the Clerk had arranged for the Project Manager from Cemetery Development to attend a meeting on Tuesday 25th June at 10am. There will be another meeting at the site on Thursday 27th June and then the works are expected to finish on Friday 28th June 2019. Cllr B Kilvington will be present at all the remaining meetings as he is an expert in this field and can give correct

advice to the Clerk. The Clerk will also check the central water butt that may need moving.

200/19 **Old Burial Ground**

A discuss took place regarding an email that had been received from a resident regarding the Lime trees at the Old Burial Ground and it was agreed that this area was owned by Chelmsford City Council and the Clerk would therefore contact both the resident and CCC as regards to this matter.

201/19 **Tree Survey**

The Clerk advised that following legal advice at her SLCC annual meeting Councils are required to have all the trees they own surveyed once a year. It was agreed that the Clerk will look in to the cost of this including a possible 3 year contract. This was proposed by Cllr Mrs S Young and seconded by Cllr Mrs D Ronaldson. **Cllr Young offered to contact CCC to establish ownership of trees on the western boundary of the recreation ground and along the bridle path at the cemetery.**

202/19 **Picnic Benches**

A discussion **was had** around the possibility of putting in 3 picnic benches in the recreation ground. **It was agreed** to go ahead with this and the funding would come from EALC small project funding £500.00 with the remainder either coming from a previous May Fair, (Cllr Shaw will investigate if funds are still available), or a virement from S137 grant. This was proposed by Cllr Mrs S Young, seconded by Cllr K Liley and agreed unanimously.

203/19 **Azalea Bed**

This item was postponed until the September meeting once a design and prices had been sort. Cllr B Kilvington said he was happy to work with the Grounds Supervisor on this.

204/19 **Playground and Outdoor Gym Equipment**

A short discussion **was had** around the possibility of having the remaining two areas re surfaced. Cllr B Kilvington was asked to take a look at the areas and possibly make **budget** suggestions. The Clerk advised that quotes had already been sort and she was happy to show these to Cllr Kilvington.

205/19 **Matters for Information**

- Cllr Mrs V Sadowsky advised that a new charity, MacIntyre, which recruited volunteers to take on respite for residents had opened at the back of Computer World in Baddow Road.
- The Clerk reminded Cllrs that Chief Inspector Gerry Parker was coming on Friday 28th June at 1:30pm.
- The Clerk advised that Kids Inspire would like to invite all the councillors to visit their facilities and find out more about the organisation. The Councillors agreed the date 19th July 2019 at

2:30pm best suited everyone. The Clerk will go back to Kids Inspire and let them know.

- 206/19 **Private and Confidential**
To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the meeting should be closed to the public and press by reason of the confidential nature of the business to be transacted in the following items. Proposed by Cllr Mrs S Young and Seconded by Cllr Mrs C Shaw.
- 207/19 **Bowling Club Lease and Maintenance agreement**
The Clerk had gone back to the solicitor to agree the queries and is now hoping the lease and maintenance agreement will be all tied up by the end of July.
- 208/19 **Grounds Staffing**
The Clerk gave an update on staffing matters
- 209/19 **Next meeting**
The next meeting will take place on Tuesday 24th September 2019.

There being no other business, the meeting was closed at 9.45 pm

Signed..........Chairman..........Date

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