

## **Report of the Grounds Committee to the Parish Council**

The Committee met at 8.00 pm on **Monday 27<sup>th</sup> March 2017** in Committee Room 1 at the Parish Hall, Great Baddow. Cllr Mrs S Young chaired the meeting.

Present: Cllrs Mrs S Young, K Ronaldson, T Miller, K Liley, Mrs C Shaw, Mrs J Sosin, Mrs V Sadowsky, A Sosin and Mrs M Miller

In Attendance:       The Clerk of the Council  
                              The Grounds Supervisor

### **778/16 Apologies**

Apologies for absence were received from Cllr Mrs D Ronaldson, who had substituted Cllr Mrs M Miller, Cllr A Sosin, who was attending a licensing hearing on behalf of the Parish Council and would be late and Cllr J Fuller.

### **779/16 Declarations of Interests**

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

### **780/16 Minutes**

The minutes from the last meeting held on 19<sup>th</sup> December 2016 were signed as a true record, with the following amendment: Item 575/16 3, second line, delete the words "at the". Proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw and agreed unanimously.

### **781/16 Public Question Time**

There were no members of the public present.

### **782/16 Clerk's Report**

#### **1. Cigarette Bin and Litter Bin in Recreation Ground**

The matter of the installation of the litter bins, replacement dog waste bins and a cigarette bin in the Recreation Ground is being progressed by the Grounds Supervisor and the Clerk and Chelmsford City Council will be approached.

#### **2. Recreation Ground Changing Rooms**

The Clerk still needs to speak with Cannon Hygiene about extending the current contract at the Parish Hall for hand dryers at the changing rooms in the Recreation Ground.

#### **3. Water Risk Management Survey**

It was reported that the shower in the Recreation Ground Office has been de-commissioned. Prime Irrigation Ltd supplied the Clerk with the information about the irrigation system on the bowling green and this needs to be followed up with Clearwater Technology Ltd. The Clerk will be contacting them to discuss the irrigation system and the Parish Hall.

#### **4. Proludic Equipment**

The Clerk reported that as the end of the financial year is now very close, the final year end totals for budgets and S106/CIL monies will be checked and reported to the next most appropriate meeting.

### **783/16 Grounds Supervisor's Report**

The Grounds Supervisor reported that since the last meeting, the following work has been carried out:

The mowers have been serviced and the van storage and other storage areas have been tidied. Delivery of and training on the new Karcher Vacuum Sweeper has taken place.

In the Recreation Ground, the hedges have been trimmed, the path edgings have been cut and the empty rose beds have been re-planted. The Bowling Green Irrigation System has been re-commissioned for the season. The first cuts have taken place at the Old Burial Ground and on the roundabout and the Azalea bed has been tidied up.

8.15pm - Cllr A Sosin entered the meeting

A number of burning sessions have taken place at the Council's site to clear arisings and a 40-yard skip was hired to clear non-compostable items. Another skip will be required as there was not enough room to take everything away. After some discussion, it was agreed that the Allotments Sub-committee should investigate the matter of deposits for allotment plots.

The gates near the workshop/toilet area at the Lawn Cemetery have been damaged beyond repair by a hit and run driver. Quotes have been received for replacement gates and the Clerk is dealing with the insurance claim. Cllr A Sosin suggested that the Council should look at an alternative form of boundary treatment for that area.

The area that was dug out in the access road to the Recreation Ground to enable the repairs to the water leak, has been repaired and re-surfaced.

The Grounds Supervisor told the meeting that as the grass cutting season has now started, the staff will be busy servicing all the areas that need cutting. Over the next three months, she is intending to develop an annual work plan, zoned maps and check lists for routine tasks. The Grounds Supervisor was thanked for her update.

#### **784/16 Grounds Contracts**

The Clerk told the meeting that due to unforeseen administrative and staffing circumstances, the specifications for the Grounds Contracts had not been completed in time for the year end. Therefore, to avoid the problems encountered last year, the contracts with S D Grounds Care Ltd and 4 Seasons Landscapes should be extended until 30<sup>th</sup> June 2017. This was proposed by Cllr Mrs S Young and seconded by Cllr Mrs V Sadowsky and accepted unanimously.

#### **785/16 Forward Plan**

The Clerk circulated an updated forward plan to the meeting. The Clerk noted that due to the recent staffing changes, there had not been much progress on the projects. The following items were discussed:

- Toddlers Play Area – it was confirmed that although agreed, the benches have not yet been purchased.
- Play Equipment – The Clerk still needs to investigate the use of S106/CIL monies. The Clerk also drew the meeting's attention to the fact that quite a lot of the play equipment is now starting to age and that the committee should look at starting future replacement, at the next budget for 2018/2019.

- Lawn Cemetery – Electricity to cemetery workshop and toilets. It was agreed that the reason for laying on electricity could not be remembered and the Clerk was asked to investigate this.
- Re-surfacing the All Weather Sports Courts – the Clerk was asked to check the date by which the CIF grant money has to be used.
- Memorial for Peter Jeffrey – The Clerk and Deputy Clerk have been investigating this and it is hoped that a report will be presented to the Council in the next few months.

The updated report was noted.

**786/16 Matters for Information**

- Cllr A Sosin reported that he had attended the Licensing Hearing earlier in the evening and that despite the Council's objections, the application had been granted. Cllr A Sosin was thanked for attending on behalf of the Council.
- Cllr Mrs M Miller asked whether there are any plans to change the waiting times at The Chase car park. The Clerk said that she was not aware of any proposed changes.
- The Grounds Supervisor reported that she had contacted Chelmsford City Council about the graffiti on the Youth Shelter. They had advised that it would be impossible to remove it and suggested painting over it. The Clerk advised that this is a similar position to that which the Council found itself in several years ago, about re-painting a bus shelter. These items are extremely difficult, if not impossible to paint because they are powder coated. The Clerk and the Grounds Supervisor will investigate what action may be taken and will report back to the next appropriate meeting.

**787/16 Private and Confidential**

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 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.


**788/16 Bowling Club Lease**

The Clerk reported that this matter has not been progressed. The Clerk will be meeting with Tees Law tomorrow to discuss the retirement of the Council's current solicitor and how the matter will be taken forward.

**789/16 Noakes Place Agreement**

The Clerk reported that this matter has not been progressed. The Clerk will be meeting with Tees Law tomorrow to discuss the retirement of the Council's current solicitor and how the matter will be taken forward.

There being no further business the meeting was closed at 8.54 pm.

Signed..........Dated..........