

Report of the Grounds Committee to the Parish Council

The Committee met at 8.09 pm on **Monday 25th September 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, A Sosin, T Miller, Mrs C Shaw, Mrs J Sosin, Mrs V Sadowsky, K Liley and Mrs M Miller

In Attendance: The Clerk of the Council
 The Grounds Supervisor

355/17 Apologies

Apologies for absence were received from Cllr Mrs D Ronaldson, who had substituted Cllr Mrs M Miller and Cllr J Fuller.

356/17 Declarations of Interests

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

357/17 Minutes

The minutes from the last meeting held on 26th June 2017 were signed as a true record. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw and agreed unanimously.

358/17 Public Question Time

There were no members of the public present.

359/17 Clerk's Report

1. **Cigarette Bin and Litter Bin in the 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.
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 Inspection**
The Clerk met with Andrew Dibley from Clearwater Technology on 9th August 2017 and the matters relating to the showers and the bowling green irrigation system were discussed. A plan of work is awaited from Clearwater and this will be chased.
4. **AWSC Playing Surface**
Since the discussion on 26th June 2017 about the AWSC surface, weekly sweeping of the surface has been taking place. The committee should also note that since 13th June 2017, the court has not been used by Mr Caleno and despite several requests for an accident report to be submitted, this has not been forthcoming.
5. **Lawn Cemetery Benches**
Due to pressures in the office, it has not been possible to research this matter, which will now be reported to the December 2017 meeting.



6. Noakes Place

In answer to a question, the Grounds Supervisor reported that there had been problems earlier in the year in Noakes Place, near the back entrance to the Blue Lion with glasses and bottles being left on the grass. She had spoken to the licensee but the litter had continued. The Clerk will be writing to the licensee, although the problem is not as bad now

360/17 Grounds Supervisor's Report

The Grounds Supervisor reported that since the last meeting, the following issues have arisen:

1. Proludic Play Equipment – Proludic sent an engineer to carry out a survey of the equipment on 19th July 2017. The expenditure was agreed by the Finance & General Purposes committee on 4th September 2017 and the work will be arranged as soon as possible.
2. Wicksteed Outdoor Gym – The parts required for the Wicksteed equipment have now been received and will be fitted in due course.
3. Towerfield Allotment Gate – A quote was obtained for the work to be carried out and is now with the Clerk of the Council.
4. Recreation Ground Office – It was reported that some painting and remedial work has been carried out. Unfortunately, the floor cannot be painted until the Christmas break, due to the length of time that it takes to dry.
5. Youth Shelter – It was reported that the Perspex has been removed from the Youth Shelter because it had proved impossible to clean off the graffiti. The Grounds Supervisor has recommended that it should not be replaced and the Clerk has agreed with this.
6. Molrams Lane Bus Shelter – The shelter on the Danbury bound side has been removed as it was completely unsafe. Talks are ongoing with Essex County Council about replacing it.
7. Ransome Triple Mower – The mower sustained a hole in the radiator, which meant that it was not possible to cut the grass in the Recreation Ground for a couple of weeks. Fortunately, Elm Horticulture Ltd were able to help out by cutting the grass in the Recreation Ground.
8. Line Marking - Line marking has been carried out in the access road and the car park by Highways Safety Ltd.
9. AWSC – The lights have been repaired and this included two new lamp heads.
10. Light in CA Car Park – The Grounds Supervisor reported that having been repaired once, a light is out again in the car park next to the Community Association. It was agreed that A&J Lighting should be called out to repair it.

361/17 Recreation Ground

1. **Public Places Protection Order** – Chelmsford City Council had circulated a consultation paper about the making of a Public Spaces Protection Order relating to Dog Fouling. After discussion, it was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that the Parish Council supports the making of such an order. This was agreed unanimously. The Clerk was asked to find out about whether notices can be installed and also to query the potential omission of Guides Dogs for the Blind from the list of prescribed charities.
2. **Dogs in the Recreation Ground** – The Clerk reported to the meeting that she had been unable to contact Chelmsford City Council to confirm the law relating to dogs in public spaces. The Grounds Supervisor reported that she and other members of the staff had been worried by dogs that they did

not feel were under control and the Clerk said that she would speak to the City Council as a matter of urgency.

3. **Swings** – A report was circulated to the meeting about the replacement play bark for the swings. After much discussion, it was proposed by Cllr Mrs S Young and seconded by Cllr Mrs J Sosin that the old set of swings should be removed. Quotes will be needed for the removal and making good. This was agreed unanimously.

362/17 Budget

1. **Review of Budget Spending for 2017/2018**

The committee considered the review of budget spending for 2017/2018 to date. There are no items for concern at the moment and this was noted.

2. **To consider the first draft budget for 2018/2019**

The first draft budget for 2018/19 had been circulated prior to the meeting and was considered by the committee. Explanations of changes in budget headings were explained by the Clerk of the Council.

In addition to the budget figures, the Clerk also drew to the attention of the committee, the following items which also require consideration:

- £5000.00 for earmarked reserves for the cemetery roads
- Lawn Cemetery benches – Renovation Plan
- Lawn Cemetery Benches – Possible additional benches
- Lawn Cemetery – Additional tree planting
- Lawn Cemetery – Scattering Area delineation and memorial plaques in a pergola
- Additional recycling/litter bins near the Outdoor Gym and in other locations in Recreation Ground/Noakes Place
- Changing Rooms refurbishment – consider for long term earmarked reserves
- Recreation Ground – replacement information board in access road

The meeting agreed that this is a first working draft and that further work will be undertaken by the Clerk and councillors before presentation to the Finance & General Purposes meeting on 28th November 2016.

363/17 Forward Plan

The Clerk circulated an updated copy of the forward plan to the meeting. The Clerk noted that there had not been much progress on a number of the projects. The updated report was noted.

364/17 Matters for Information

Cllr Mrs V Sadowsky reported that she had attend the EALC AGM. The affiliation fee is to be increased next year. It was also reported that a consultation about the Mobile Library service has been launched. A new funding stream was launched at the event and details will be available in due course.

attended



365/17 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 J Sosin.



366/17 Grounds Contracts

1. Cllr Mrs S Young reported to the meeting that the Sports contract is going well and meetings are to be arranged with the Great Baddow Bowling Club and the Great Baddow Cricket Club.

There are some problems with the Lawn Cemetery contract and a meeting has already been held with the contractors. Another meeting is to be arranged for when the Clerk returns from annual leave.

2. Cllr Mrs S Young reported that four tenders were received for the resurfacing of the AWSC. The tenders were opened and scored and as a result, two companies were interviewed on 22nd September 2017. Further information has been requested from both companies. The lead time is 5-6 weeks and the work itself should take about 3 weeks. Cllr Mrs S Young also reported that there will be a lot of maintenance involved in the new surface.

367/17 Bowling Club Lease

The Clerk reported that this matter has not been progressed, due to the work involved in the AWSC Contract tenders and other matters. The matter will be treated as a priority.

368/17 Noakes Place Agreement

The Clerk reported that this matter has not been progressed, due to the work involved in the AWSC Contract tenders and other matters. The matter will be treated as a priority.

There being no further business the meeting was closed at 9.47 pm.

Signed.....*J S Sp*.....Dated.....*9.11 October 2017*.....