

Report of the Grounds Committee to the Parish Council

The Committee met at 8.12 pm on **Monday 7th December 2015**, in Committee Room 1 at the Parish Hall, Great Baddow. Cllr Mrs S Young chaired the meeting.

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

In Attendance: The Clerk of the Council

556/15 Apologies

There were apologies for absence from Cllr J Fuller.

557/15 Declarations of Interests

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

558/15 Minutes

The minutes from the last meeting held on 5th October 2015 were signed as a true record. Presented and proposed by Cllr Mrs S Young and seconded by Cllr K Ronaldson.

559/15 Public Question Time

There were no members of the public present.

560/15 Clerk's Report

1. **Noticeboard, Cigarette Bin and Litter Bin in Recreation Ground**
The matter of the installation of a noticeboard, cigarette bin and a litter bin in the Recreation Ground is being progressed.
2. **Use of Open Space in the Recreation Ground**
The Clerk is still continuing to gather information and will be talking with Cllrs Mrs S Young and A Sosin as part of the Grounds Review.
3. **Land O/S The White Horse PH**
Essex County Council has confirmed that this land is historical highway and the Clerk will be contacting a highways officer to discuss a maintenance agreement for the area.
4. **Church Wall**
The ownership of the wall still needs to be investigated with Chelmsford City Council
5. **Recreation Ground Changing Rooms**
The Clerk still needs to speak with Cannon Hygiene about the hand dryers.
6. **Recreation Ground Bollards**
The bollards have now all had reflective tape put on them.
7. **Grounds Review**
Cllrs Mrs S Young and A Sosin and the Clerk met on 13th October 2015 to discuss the Grounds Review. It was agreed that further information was required and another meeting was to be arranged. This has not been able to happen due to the sickness absence of the Grounds Manager. Cllr Mrs S Young reported that information has been found that can be used as a base and the Clerk will be speaking to the Deputy Grounds Manager to see if the information can be updated, so that the matter of the review can be progressed as soon as possible.

8. **Grounds Staffing**
The Grounds Manager has been away from work on sick leave since 27th October 2015. The Clerk is taking advice from Wirehouse about dealing with the situation. Two other members of staff who were on sick leave have now returned to work.
9. **Noakes Place Ponds**
The surfacing of the paths around the ponds in Noakes Place has now been completed.
10. **Youth Shelter**
Following a complaint from a member of the public, attempts will be made to remove the graffiti on the Youth Shelter.
11. **Toddlers Play Area**
The work on the repairs to the surface under the see saw was undertaken on 17th /18th November 2015.
12. **Recreation Ground Fence**
The Clerk met with the owner of the property in Baddow Road that borders the access road to the Recreation Ground on 29th October 2015. It was agreed that the owner of the property will obtain a quote for the repair/renewal of the fence and contact the Clerk again. Cllr A Sosin reported that there are a lot of leaves on the access road and the Clerk said that she would ask if these could be removed.
13. **Chelmsford City Council Website**
The Clerk contacted Chelmsford City Council about the incorrect information about sports facility bookings on their website and this has now been changed. The Clerk is still investigating putting directional information about Baddow Hall Park onto the Parish Council's website.
14. **Trees in Noakes Place**
The Clerk still needs to speak to Chelmsford City Council about the tree surveys in Noakes Place.

561/15 **Ground Manager's Report**

Due to the sickness absence of the Grounds Manager, there was no update report. The Chairman also told the meeting that the Deputy Grounds Manager had been told that he was not required to attend tonight's meeting.

562/15 **Recreation Ground – All Weather Sports Court**

The Assistant Clerk had written a report, which had been circulated prior to the meeting. The Clerk confirmed that updated quotes are still awaited and that the recommendation is for the refurbishment of one court to include the installation of a new tarmac covering and a 3G surface. The Clerk and the Assistant Clerk will be drafting the application form before Christmas for completion and submission in January 2016. Some monies from S106/CIL, probably in the region of £2000.00, will be put forward as being available towards the project. The committee agreed the recommendation.

563/15 **Lawn Cemetery**

The Assistant Clerk had written a report, which had been circulated prior to the meeting. It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that the recommendation should be accepted and the current conditions in place for the prior purchase of a plot in the Lawn Cemetery should be continued. These will be reviewed on an annual basis. The recommendation and decision are both based on the fact that the number of reservations has significantly reduced in the last year.

564/15 Forward Plan

The Clerk circulated an updated copy of the Forward Plan, which was discussed and agreed. Cllr K Ronaldson asked if there was any machinery on the Grounds machinery replacement list that could be identified as for sole use on the bowling green. The Clerk said that there is but that she cannot identify the items without speaking to the Deputy Grounds Manager. This will be further investigated and reported back to the March 2016 meeting.

The Clerk was asked to report a fly-poster to Chelmsford City Council.

565/15 Matters for Information

There were no matters for information.

566/15 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 item. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw.

567/15 Bowling Club Lease

The Clerk had written a report, which had been circulated prior to the meeting. It was proposed by Cllr K Ronaldson and seconded by Cllr Mrs J Sosin that the recommendation should be agreed and further advice would be sought from the Council's solicitor. It was also agreed to give delegated authority to the Chairman, Vice Chairman and Clerk to take the matter forward with the solicitor before bringing it back either to the committee or directly to the Council. A meeting should be arranged with the Bowling Club to discuss certain issues, if this is advised by the Council's solicitor.

There being no further business the meeting was closed at 8.50 pm.

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