

Report of the Grounds Committee to the Parish Council

The Committee met at 8.06 pm on **Monday 5th October 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, K Ronaldson and Mrs M Miller

In Attendance: The Clerk of the Council
 The Grounds Manager
 The Deputy Grounds Manager

379/15 Apologies

There were apologies for absence from Cllrs Mrs D Ronaldson, J Fuller and Mrs V Sadowsky, who had substituted Cllr Mrs M Miller.

380/15 Declarations of Interests

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

381/15 Minutes

The minutes from the last meeting held on 29th June 2015 were signed as a true record. Presented and proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw.

382/15 Public Question Time

There were no members of the public present.

383/15 Clerk's Report

1. Noticeboard in Recreation Ground

The matter of a noticeboard is being progressed.

2. Use of Open Space in the Recreation Ground

The Clerk is continuing to gather information and will be talking to those who will be undertaking the Grounds Review about timing.

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. Bowling Green Lease

The Clerk has spoken to the secretary of the Bowling Club and will be progressing the lease as soon as possible

6. Recreation Ground Changing Rooms

The Clerk still needs to speak with Cannon Hygiene about the hand dryers.

7. Recreation Ground Bollards

Some of the bollards have had reflective tape put on them but the tape ran out and further supplies are being obtained.

8. Grounds Review

It was agreed that a meeting will be organised with Cllrs Mrs S Young and A Sosin and the Clerk as soon as possible to discuss the Grounds Review.

384/15 **Ground Manager's Report**

1. The Grounds Manager reported that the litter bin outside the Groundsmen's Office in the Recreation Ground has been damaged beyond repair. It was agreed to replace it using monies from the street furniture item in the Highways and Amenities budget.

385/15 **Recreation Ground**

1. **Cigarette Bin** - The request for the installation of a cigarette bin outside the changing rooms in the Recreation Ground was considered. It was agreed that a bin should be installed and that the monies should be taken from the Noakes Place Maintenance budget.
2. **Bollards Installation** - The matter had been updated under item 383/15 (7).
3. **Routine Maintenance** - The report on the current and proposed procedures for routine maintenance in the Recreation Ground buildings is being dealt with as part of the Grounds Review. The procedures will help as part of a preventative maintenance schedule and it is hoped that this will be available in March 2016.
4. **Toddlers Play Area** - A quote to repair the sub base below the see saw in the Toddlers Play Area received from Ashe Green Civil Engineers Ltd was considered. The Grounds Manager told the committee that the original sub base had been incorrectly installed and that was the reason for the problems being encountered. It was proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin that the quote of £2210.00 + VAT should be accepted and the work should be undertaken as soon as possible. The money is to be taken from reserves. The quote also includes some minor repair work to the surface under the swings in the Recreation Ground.
5. **Tennis Courts** – A quote had been obtained by the Grounds Manager for the power washing of the tennis courts. Since then, the Grounds Manager had found out that a power washer can be hired for £110.00 per week from Dale Hire and that the moss killer required would cost £66.00. It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs J Sosin that a power washer should be hired and the work undertaken by the Council's Grounds Staff. The Clerk expressed concerns about the state of the surface and also that the Grounds Staff are not trained to undertake the power washing of the court surface.
6. **Trees Outside Roberts Court** – A quote had been obtained for the felling of one tree and the trimming of two others outside Roberts Court, which was £930.00. It was agreed that this amount should be considered for inclusion in the 2016/2017 Budget.

386/15 **Recreation Ground Fence**

An e.mail and attachment had been received from a resident whose property borders the entrance to the Recreation Ground, about the possible repair/replacement of the fence. After discussion, it was agreed that the best way forward would be to clear the vegetation and repair the fence. The committee did not believe that there is any need to alter the character of the existing fence or to replace the fence. The Clerk was asked to contact the resident and make arrangements to discuss the matter and to plan a way forward.

387/15 **Forward Plan**

The Clerk circulated an updated copy of the Forward Plan, which was discussed and the updates noted as follows:

- The old swings in the Recreation Ground are the only piece of equipment left that is pre 2003. The Clerk was asked to speak to Chelmsford City Council about the use of S106/CIL monies towards the replacement, as well as looking at grant funding.
- It was confirmed that with this year's contribution, the Council now has £15,000.00 towards the new cemetery roads and car park.
- The item of the tarmac path between the Foxholes Road entrance steps and the ponds, which goes past Kingfisher Lodge was removed from the Forward Plan.

388/15 **Budget**

Review of 2015/2016 Budget Spending – The Clerk had circulated a report prior to the meeting. It was agreed that there are no major concerns about any of the budget headings at the present time.

First Draft Budget for 2016/2017 – The Clerk had circulated a report prior to the meeting. Where rises are indicated in the core budget requirements, these are based on information from Chelmsford City Council about the percentages to be used for budgeting purposes, which were supplied by Cllr A Sosin. The following matters were discussed and agreed.

- £5000.00 for the earmarked reserves for the new cemetery roads and car park should be added to the budget
- A quote should be obtained for the surfacing and replacement swings in the Recreation Ground
- £500.00 should be added to the budget for additional recycling/litter bins in various locations in the Recreation Ground/Noakes Place
- Grant funding should be sought for the re-surfacing of the All Weather Sports Court
- The refurbishment of the changing rooms should be considered at a later date with the quotes for the general refurbishment of items in the Recreation Ground
- The budget for Noakes Place maintenance will not be increased at this point, although consideration may be given if any information is received from Chelmsford City Council about the lease
- A budget of £1000.00 for general maintenance in the Recreation Ground will be established
- The quote for the removal of one tree and the trimming of two others outside Roberts Court will be added to the budget

It was agreed that the budget, with the addition of the projects outlined above, should be recommended to the Finance and General Purposes Committee.

389/15 **Matters for Information**

- Cllr A Sosin reported that someone had fallen over in Bell Street and injured themselves and that he would be putting a motion before the Council about the state of disrepair of the road.
- Cllr K Ronaldson reported that the City Council's website has the wrong telephone number for booking the sports facilities at the Recreation Ground. He also suggested that there should be some

directional information about Baddow Hall Park on the Parish Council's website. The Clerk said that she would contact Chelmsford City Council about their website and investigate putting some information onto the Parish Council site.

- Cllr Mrs J Sosin reported that the BMX site in Baddow Hall Park is very scruffy and needs to be tidied up and strimmed. There is a groove in one of the jumps, which could be dangerous and needs to be repaired. There is a lot of litter on the site and a bike has been dumped. It was also reported that there are a lot of rat holes in the ground that could cause trip hazards.
- The Clerk told the meeting that an invitation had been received to the AGM of the Essex Playing Fields Association on 15th October 2015. Cllr Mrs C Shaw said that she would be attending the event with her husband, who is one of the judges and would represent the Parish Council.
- Cllr Mrs S Young reported that work has been carried out by Chelmsford City Council contractors on the Horse Chestnut tree in Noakes Place that had lost a branch a few days before. She asked the Clerk to speak to the City Council about the other trees in the Park.

There being no further business the meeting was closed at 9.30 pm.

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