

## COES MEADOW MANAGEMENT COMMITTEE



### **Minutes of a Public Meeting of the Coes Meadow Management Committee held at 6pm on Thursday 14<sup>th</sup> January via Zoom Video-conferencing.**

**Present:** Cllr A Crawshay, Cllr S Kershaw, Cllr L Nichols, Mr D Orrell, Ms J Soper, Cllr C Street

**In the chair:** Cllr S Kershaw from item 6

**Clerk:** Claire Waters

**Also present:** Cllr M Crome, Cllr R Raymond, Bulmer Parish Council

#### **1. APOLOGIES FOR ABSENCE**

Cllr Kershaw apologised for late arrival due to work commitments

#### **2. MINUTES OF PREVIOUS PUBLIC MEETING:**

Since this was the first public meeting of the newly re-formed Coes Meadow Management Committee, there were no previous minutes to approve.

#### **3. FINANCES**

**3.1.** To confirm current financial position for Coes Meadow charity. There is currently £3787.91 in the Coes Meadow Fund held by Bulmer Parish Council. The Parish Council has a new online bank account with Unity Trust Bank, and this sum will be put into a separate account for Coes Meadow as per the constitution. Cllr A Crawshay and Cllr L Nichols as Bulmer Parish Councillors are already authorised signatories for the Unity Trust accounts. Mr D Orrell offered to be a third signatory.

**Action:** The clerk will set up the separate Coes Meadow account with Unity Trust and arrange for Mr D Orrell to be added as an authorised signatory.

**Action:** The clerk will send the full Coes Meadow accounts since 2008 to all Committee members.

**3.2.** Cllr Crome drew the Committee's attention to around £4,000 of S106 funds held by Braintree District Council for use on Open Spaces. It was confirmed this cannot be used for repairs but for new projects or equipment only. S106 money is claimed by Braintree Planning as a contribution to open spaces from approved developments in the Parish, and only now applies to housing developments of 10 houses or more. This makes it less likely to be a source of future funding.

**Action:** The clerk will confirm the amount of S106 funds held, and the deadline for spending it.

#### **4. PUBLIC FORUM**

Cllr Crome requested confirmation of contact details for members of the committee to be made publicly available on noticeboards and the website.

**Action:** Committee members to confirm by the end of Monday 18<sup>th</sup> January what contact details if any they wish to share with members of the public. The clerk agreed that the Parish Council [bulmerparishclerk@gmail.com](mailto:bulmerparishclerk@gmail.com) address and the Parish Council telephone number 07845 056597 could be used as a general contact for the Coes Meadow Management Committee.

#### **5. TREE WORK AND CLEARANCE**

**5.1.** Decision on the extent of Graham Nicholls work needed in January given that the Stour Valley Volunteers cannot meet.

**RESOLVED:** To retain Graham Nicholls as the preferred tree surgeon,

**Proposed:** Cllr Street

**Seconded:** Mr Orrell

Agreed unanimously

**RESOLVED:** To put forward quote of £225.00 to Bulmer Parish Council for approval at the meeting on Monday 18<sup>th</sup> January

**Proposed:** Cllr Street

**Seconded:** Cllr Nichols

Agreed unanimously

**5.2.** Confirmation to tree surgeon of a preferred date assuming BPC approval

**Action:** The clerk will ask the tree surgeon to confirm his availability in January.

*Cllr S Kershaw arrived*

## **6. PLAY EQUIPMENT**

**6.1.** To confirm repairs completed since last meeting

Cllr Nichols confirmed that during 2020 new swing seats had been fitted to the baby swings, and the damaged roundabout spinner had been removed.

**6.2.** To identify next priority actions from RoSPA inspection in 2020

**RESOLVED:** Priority actions for replacement or repair are:

a) **See saw** – new handles b) **Wobble boards** – replace non slip tread c) **Goalposts** – install new

**Proposed:** Cllr S Kershaw                      **Seconded:** Mr D Orrell                      Agreed unanimously

The clerk stressed that it was important for any replacements or repairs to meet RoSPA safety standards, for safety of children as well as for insurance and public liability reasons

**Action:** Committee members will obtain 3 quotes for each element of the required repair or replacement for presentation to Bulmer Parish Council at the March Parish Council meeting

## **7. BASKETBALL SURFACE**

Decision on repairs needed to the basketball surface and possible suppliers for quotes. It was confirmed that the current noise absorbing surface was laid on top of concrete in response to noise complaints from neighbouring properties. This surface is now lifting and creating a trip hazard.

**Action:** To identify original supplier and installer of the noise absorbing surface. This information is held in Parish Council archives at the Village Hall, which is not currently open to the public. Cllr Raymond offered try to gain access to the supplier information, with the assistance of Cllr Crome.

**Action:** 3 quotes for repair/replacement will be obtained, to be presented to Bulmer Parish Council at the March Parish Council meeting

## **8. OPEN SPACES ACTION PLAN**

To decide on Coes Meadow updates needed to the BDC Open Spaces Action Plan. This determines how we can spend S106 funding held by Braintree District Council.

**Action:** Suggested revisions will be put forward to Bulmer Parish Council for approval at the meeting on 18<sup>th</sup> January

## **9. AGENDA ITEMS FOR NEXT MEETING**

- **Goalposts:** Consideration of quotes for replacement
- **Wobble boards:** Consideration of quotes for repair
- **See saw:** Consideration of quotes for repair
- **Basketball surface:** Consideration of quotes for repair

**10. DATE OF NEXT MEETING: Thursday 4<sup>th</sup> March 2021 via Zoom Video Conferencing**

**The meeting closed at 7.30pm**