

## COES MEADOW MANAGEMENT COMMITTEE



### **Minutes of a Public Meeting of the Coes Meadow Management Committee, held at 6pm on Thursday 20<sup>th</sup> May, via Zoom Video Conferencing.**

**Present:** Cllr Antonia Crawshay, Cllr Sarah Kershaw, Cllr Laurence Nichols, Mr David Orrell, Ms Jess Soper

**In the chair:** Cllr Sarah Kershaw

**Secretary:** Claire Waters

**Also in attendance:** Cllr Mike Crome, Mr Allen Burbridge, Mr Peter Fulcher

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

Cllr Christine Street apologised for absence

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

**RESOLVED:** The minutes of the public meeting of Coes Meadow Management Committee held on 4<sup>th</sup> March 2021 were approved as a correct record of events.

**Proposed:** Cllr L Nichols

**Seconded:** Cllr S Kershaw

Agreed unanimously

#### **3. FINANCE**

**3.1.** The new Unity Trust banking arrangements for the Lawrence Coe Recreational Trust were noted. This is linked to the Bulmer Parish Council account and administered by the Parish Council as sole trustee, as required in the Lawrence Coe Recreational Trust governing documents.

**3.2.** Current financial position was noted: Unity Trust Bank Balance **£3,182.16** as at 17<sup>th</sup> May 2021

**3.3.** A joint Insurance Policy with Bulmer Parish Council for 2021-2022 takes effect from June 1<sup>st</sup> 2021, via Hiscox through Came & Company who offer specialist Parish Council insurance. This was been approved and paid for by the Parish Council on a 3 year term agreement.

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

**Stour Valley and Dedham Vale Volunteers** Mr Peter Fulcher kindly attended to explain the work of the volunteers, who have been involved with conservation work at Coes Meadow since 2013. This was initially done for a donation to SVDV Volunteers which was cost effective by comparison with grass cutting costs at Coes Meadow which amounted to between £400-£600 a year. The Parish Council has capital reserves which were being used to fund a £200 annual donation, but were then advised that these reserves could only be used for capital projects, not ongoing maintenance. The SVDV Volunteers have agreed to continue their conservation work at Coes Meadow even if a donation is not available. Most years autumn/winter tasks are carried out including cutting back at the car park and pruning the laurels, dogwood and the avenue. The pond is often cleared at the same time as the cut and rake of wildflower areas. Emma is the contact at SVDV Volunteers and is always happy to meet CMMC members to discuss and advise on issues. The work of the volunteers has carried on in the absence of a functioning Management Committee for Coes Meadow. In 2020-2021 Bulmer Parish Council and Coes Meadow Fund made a £100 donation each to the Stour Valley & Dedham Vale Volunteers in recognition of the work carried out.

**Disabled Parking sign and car park barrier pole:** The committee were already aware of the removal of the pole, which had been retrieved and refitted. Cllr Mike Crome noted that the disabled sign had also disappeared.

#### **5. BASKETBALL SURFACE**

**5.1.** The help of Allen Burbridge in removing the damaged surface was acknowledged with thanks. He kindly attended the meeting to explain the situation regarding possible repairs.

- Crumb rubber had been considered but discounted due to machinery problems
- Rubber kerb edging would be expensive and look bodged

- Complete removal would expose the original tarmac beneath. Disposal of 2-3 tons of rubber would then cost about £130 per ton
- Leaving the surface as it is leaves a minor trip hazard, but much safer than before

#### 5.2. To consider and decide on long term options for the basketball surface

- The original rubber surface was installed to dampen noise following complaints from a neighbour. They have now moved and Jess Soper has consulted current neighbours who are less likely to complain about noise.
- Jess Soper has obtained 2 quotes for repair. Larger companies were less interested as it is a small project for them.
- A Braintree based company had visited the site and quoted £800 to repair the damaged section, with a 12 month guarantee
- A larger company had quoted £4.5K to replace the entire surface, and £2.5K for the damaged section. They did not visit the site
- Allen Burbridge advised that if the edge was repaired, it is likely to be temporary and problems could arise in other sections of the surface

### 6. FUNDRAISING

Fundraising ideas were considered including a possible Fete at Coes Meadow. It was felt that an event in summer might be too ambitious but consideration would be given for an event around Halloween. Cllr Crome said that past event organisers had been keen not to charge residents an entry fee. Cllr Kershaw proposed a fundraising sub-committee

**RESOLVED:** Jess Soper, David Orrell and Cllr Antonia Crawshay agreed to form a sub-committee

### 7. PLAY EQUIPMENT

To review recent repairs and consider next priority actions from RoSPA inspection in 2020  
The tyre swing, goal & net, wooden blocks and the snail rope need replacement or repair.

**Action:** Jess Soper to take photos and send to Committee Members

**Action:** Claire Waters will forward sources of grant funding availability for the committee to research

It was confirmed that S106 funding of at least £4,213.14 is held by Braintree District Council and is available for repairs and improvements stated in the Open Spaces Action Plan.

Updates submitted to the Open Spaces Action Plan for Coes Meadow this year were:

#### **Improvements to existing facilities**

- Car park surface at entrance
- Gate repair or replacement
- Replace goal posts and net
- New surface for basketball area
- New benches
- New signage
- New play equipment to replace old

#### **Improvements – new facilities**

- New climbing play equipment
- French boules pit

### 8. TREE WORK AND GROUNDWORK

To consider tree and groundwork needed and note the planned support offered from the Stour Valley Volunteers

**Action:** Dogwood coppicing can be done by the Stour Valley and Dedham Vale volunteers if notified in good time to plan their winter programme

**Action:** To consider forming local volunteer working parties to carry out conservation work between October and March

**Action:** Following a suggestion of tree planting by Cllr Crawshay, Peter Fulcher noted that some poorly trees may need felling and replacing. He will ask Emma of SVDV Volunteers to advise

## **9. OTHER MAINTENANCE AND UPKEEP**

**9.1.** Coes Meadow Car Park barrier – to note recent damage and decide on actions needed  
Cllr Nichol recovered the pole from the avenue where it had been left, and had carried out a temporary repair. It was confirmed this entrance is not required for grass cutting contractors

**9.2.** Noticeboard – to consider cleaning and upkeep needed

Jess Soper will clean the noticeboard and may have material to repair the back which is rotten.  
Keys to the noticeboard are held by Cllr Kershaw.

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

**10.1.** Quotes for basketball surface - Jess Soper

**10.2.** Quotes for goal & net - Laurence Nichols

**10.3.** Spreadsheet for quote comparison in advance of the meeting - Sarah Kershaw

**10.4.** Options and quotes for repair of Coes Meadow signage – ALL

**10.5.** Options and quotes for picnic benches - ALL

**11. DATE OF NEXT MEETING** - To be confirmed

The meeting closed at 7.05pm