

Coe's Meadow Management Committee (CMMC)



3:30pm, Sunday 6th July 2025 at St Andrew's Church, Bulmer

Minutes taken by Laura Little.

Present: Cllr Antonia Crawshay, Emma Hamilton-Russell, Jenny Kenson, Laura Little, Cllr Sam Rowe (Committee members) and Cllr Rosemary Raymond.

- 1. Apologies for absence:** received from Beth Paxton and Paul Paxton.
- 2. Approval of Notes from meeting held 9 March 2025:** approved.
- 3. Matters arising from the last minutes:** None.
- 4. Thank- you to Fundraisers:** Fundraisers thanked.
- 5. Election of Treasurer, Secretary and Vice Chair:** unanimous vote on all positions:
 - a. Vice Chair: Antonia Crawshay
 - b. Treasurer: Jenny Kenson
 - c. Secretary: Laura Little
- 6. Update on basketball pitch (uneven surface):** two initial quotes to be obtained for both repair and replacement of the court soft tarmac. **Sam Rowe** and **Laura Little** to each obtain one.
- 7. Update on Lime Avenue Trees – pollarding:** planning application for works has been approved with work planned for September/October 2025. Quotes to be completed with specific costs for:
 - a. pollarding of lime avenue;
 - b. reduction of laurel hedge on the St Jude boundary and
 - c. reduction of the apple tree on Vicarage Orchard boundary

Antonia Crawshay to request Graham Nicholls to update his previous quote.
Sam Rowe to request quote from Dominic Burke.
Sam Rowe to request Sam Abrey to add laurel hedge and apple tree to his quote.
- 8. Date for ROSPA Inspection:** ROSPA inspections are required once per year at a cost of £200. Next inspection is expected October 2025 and ROSPA will contact the parish clerk to arrange this.

Paul Paxton is attending a play equipment inspection course in the Autumn and may then be able to take on this job for the CMMC.

- 9. Application for Grants:**
 - a. Braintree District Council – Beth has not had a response on whether grant will be made to replace rope ladders on the house group and platform. **Rosemary Raymond** is going to follow up with David Holland.
 - b. Parish Council Grant – Rosemary Raymond explained that the total precept allowance for community grants is £1500 per year. It was agreed by CMMC that **Emma Hamilton-Russell** can submit a grant application for the pollarding work at a cost of £950.
 - c. Essex Community Foundation (ECF) – the CMMC agreed that **Laura Little** can propose the following for an initial grant application with ECF:
 - i. Play equipment repairs: roller balance beam repairs, basketball court repairs, house group play equipment rope ladder (if not funded by Braintree District Council),
 - ii. Treeworks: laurel hedge and apple tree reductions.



- d. Lottery Heritage Fund – it was discussed that this could be considered to fund a wider replacement of play equipment in the future. **Laura Little** to obtain some quotes for new equipment for discussion at next CMMC meeting.

10. Chris Leigh – Memorial Tree: Hillier Nurseries and Garden Centres have offered to donate five standard trees of value £500. It was noted that this is generous of them. Emma Black (Countryside Projects Officer, **Dedham Vale National Landscape and Stour Valley**) has suggested some suitable trees. Further consideration to be given as to where we may want to locate any new trees if offer taken up. However, CMMC agreed to accept one tree for the Chris Leigh memorial tree. This will be a Silver Birch which is a tree that will grow to a manageable height and is within the trees recommended by Emma Black. **Sam Rowe** to accept the offer of this tree and to ask if Hillier would consider supplying a slow-release watering bag and/or deer tree guard.

11. Storage of items used for CMMC fundraising events: Jenny Kenson requires storage for signage and Beth Paxton for event consumables. Will revert to next meeting to discuss when Beth Paxton is present.

12. Jess Soper's email regarding the boundary bushes: quotes being obtained to carry out this work per #7.

13. AOB:

- a. **Jenny Kenson** to liaise with the Stour Valley Volunteers to organise Autumn working party.
- b. **Sam Rowe** agreed to be Working Party Coordinator.
- c. Fundraising ideas floated by CMMC: Open Gardens, Yard Sales, Darts Club, Torchlight Procession/Bonfire Night Event, Dog Walking Meet.
- d. SumUp – **Laura Little** to explore whether SumUp will accept a letter giving the parish clerk authority to administer the SumUp account on the basis the only payments made from the account are to transfer collected receipts to the Coe's Meadow authorised bank account. If so, this letter will be presented to Bulmer Parish Council at the July meeting.
- e. Go Fund Me – CMMC agreed that Go Fund Me is to pay funds directly to Coe's Meadow bank account, rather than via Paypal. **Laura Little** to liaise with parish clerk to arrange this.

14. Date of next meeting: 6pm Wednesday 6th August 2025.