

# **Boreham Parish Council**

Minutes of the Meeting of the Greens Committees of Boreham Parish Council held in the Village Hall Boreham at 6:30 pm on Monday 21 March 2016.

## Present

Councillor S Bass  
Councillor S Harris (Chairman)  
Councillor L Mann  
Councillor J Rice  
Councillor A Leach (as substitute for Councillor G Cooch)

Also in attendance: Mrs Jackie Lane (Parish Clerk) and Mrs Daniela Crick (Minute Secretary)

### **G965 Apologies for Absence**

Apologies had been received from Councillor G Cooch; Councillor A Leach was in attendance as her substitute.

### **G966 Declarations of Interest**

Councillor S Harris declared a pecuniary interest in Minute 977 a) as she is Churchwarden for St Andrews Church.

### **G967 Dispensation Requests**

No dispensation requests were received

### **G968 Public Participation Session**

Members were advised that the churchyard opposite the church was looking very untidy at the back where a lot of garden and tree debris had been left; this is not a Parish Council matter but Councillor S Harris agreed to pass this matter on to the church.

### **G969 Minutes of the Greens Committee Meeting Held on 18 January 2016**

The Minutes of the Greens Committee Meeting held on 18 January 2016 had been previously distributed. It was RESOLVED that the Minutes be signed as a true record of the meeting.

### **G970 Reports from the following Working Groups on items not covered elsewhere on the Agenda**

- a) **Recreation Ground Working Group** – Members noted that the safety surface at the bottom of the junior slide had been vandalised over the weekend. It had been repaired by the Play Equipment Supervisor and the Village Attendant. The Administrative Assistant was asked to put details of the vandalism on Facebook and the Website and ask residents to be vigilant and report any incidents they may witness to the Parish Council and/or the Police.
- b) **Lion Inn Allotment working Group** – Councillor J Rice confirmed he had recently visited the site which was looking good and it was obvious that many of the plots were now being worked on.

### **G971 Lion Inn Allotments**

Daniela Crick, Allotment Officer, had provided a report which had previously been circulated to members. It was noted that:

- The timber framed edge to the plots and the artificial grass paths had now been installed.
- The shed was in place and twelve storage boxes had been provided for tenants to store their tools. A sturdy yard broom and dustpan and brush had been provided so both the shed and paths could be kept clean and tidy.
- Combination locks had been put onto both gates and the shed door for security.
- All twelve plots were taken.

- Tenants have been offered the spare topsoil currently in the Recreation ground for their plots.
- The water was now operational

**G972 Outdoor Gym Equipment**

Members were very pleased to note that the Parish Council had been successful in its application to Tesco's Bags of Help Initiative and had been awarded £10,000 following the public vote in local Tesco stores. Quotations were currently being sought. Detailed drawings would be available at the Annual Parish Meeting, on the website and on the Parish Council's Facebook page. Following a general discussion, it was agreed that a good site to install the equipment would be between the village sign and basketball court. It was hoped that work would start in the summer. Health and safety, Public Liability Insurance and risk assessments would all be in place. Signage would also be provided advising on safe use of the equipment.

**G973 May Parish Walk**

A report regarding the next Parish Walk had been previously circulated for member's consideration. It was agreed to arrange this for Sunday 8<sup>th</sup> May. The Clerk would be meeting with the Footpaths Officer, Chris Andrew, to discuss the route. St Andrews church had kindly offered to provide refreshments afterwards in the Pelly Room.

**G974 Financial Matters**

**a) To receive a budgetary control Report**

Members noted and agreed the report.

**b) Lion Inn Allotments**

Members agreed that costs associated with setting up the Lion Inn Allotments should be met by the contingency in the Greens Committee Budget, of £6,426, with any shortfall covered by the Village Fund Reserve.

**G975 Report from The Clerk on matters not covered elsewhere on the Agenda.**

There were no other matters to be discussed.

**G976 To receive a motion to exclude the Press and the Public from the following agenda item on the Grounds of Confidentiality under S.1 of the Public Bodies (Admissions to Meetings) Act 1960**

This was agreed as the disclosure of the time sensitive commercial interests of the Council and the persons that have tendered is not in the public interest.

**G977 Ground Maintenance Contracts**

*Councillor S Harris withdrew as Chairman as per her previous declaration of interest and did not take part in the discussion or the vote. Councillor J Rice took the Chair.*

**a) Letter from the Churchwarden regarding the maintenance of the churchyard and the cemetery**

Members noted that the Churchwardens had requested an increased maintenance specification for the Churchyard and Cemetery. Currently, the Parish Council pays for the maintenance of the Churchyard and Cemetery from its budgets and the specification requested by the Church Warden would result in additional expenditure. It was agreed that this would be taken into consideration when discussing item b) below.

**b) Consideration of Tenders received for the Ground Maintenance Contract.**

The four quotations received were circulated at the meeting for Members consideration  
A general discussion took place and the following was agreed

- i) Contractor 3 would be contacted and asked to clarify if his quote for Item 1 (Chase Field) included all three parts of the work required, i.e. the strimming and spraying; the grass cuttings; and the maintenance of the scrub area.
- ii) References would be requested in connection with Contractor 3.
- iii) Subject to a satisfactory outcome on i) and ii) above, the Greens Committee would recommend to Full Council that Contractor 3 be awarded the Grounds Maintenance Contract for the year 1<sup>st</sup> May 2016 to 30<sup>th</sup> April 2017. The contract to include the increased specification for the Churchyard and Cemetery.

iv) It was noted that the increased specification for the Churchyard and Cemetery would result in an additional annual cost. It was AGREED to ask the Church Wardens if St Andrews Church would be prepared to contribute 50% towards this additional cost.

*Councillor S Harris returned to the Chair.*

**G978 Chantry Field**

It was noted that there was nothing to report at the present time.

There being no further matters for consideration, the Chairman thanked Members for their Attendance and declared the Meeting closed at 7.18pm.