



Heybridge Parish Council

Minutes of the meeting of the **ENVIRONMENT AND RESOURCES COMMITTEE** of the Parish Council held on **Wednesday 22nd August 2018** in the Claydon Room, Plantation Hall, Colchester Road, Heybridge at 7:30pm.

PRESENT

Councillors: Bernard Hall Richard Perry
Simon Burwood Ashley Jones
Patricia Watling

Officers: Amanda Hilton -Clerk

In the Chair: Tina Gentry

Members of Public: Three

The meeting started at 7:30pm

It was noted that the meeting would be recorded.

18/175 **Apologies for Absence**
None received.

18/176 **Chairman's Announcements**
Cllr Gentry welcomed members to the meeting. Cllr Gentry confirmed a letter had been received from Maldon District Council regarding the flood alleviation scheme. Cllr Gentry asked members to submit any questions they had regarding the response to the Clerk, so a letter could be drafted back to Maldon District Council.

18/177 **Minutes**
The minutes of the Environment and Resource Committee Meeting held on Wednesday 25th July 2018 were received.
Cllr Burwood confirmed a typo minute number 18/130 item e
It was **RESOLVED** to amend "see quotations" to "seek quotations"

It was **RESOLVED** that the minutes of the Environment and Resources Committee held on Wednesday 25th July 2018 be amended, approved and confirmed.

18/178 **Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests**

None

18/179 **Public Participation**

Mr Harrison asked to speak with regards to Agenda item 7c and Agenda item number 14.

Mr Higham asked to speak with regards to Agenda item 10.

18/180 **Clerks report**

Members received the Clerks Report providing further information on various items on the Agenda

18/181 **Plantation Hall and Playing Field**

- a) Members considered quotations to replace the Claydon Room Floor.
- b) Members considered quotations to replace the Salt Grin Bin.
- c) Members considered quotations to purchase a Flag pole
- d) Members considered quotations to decorate the Claydon Room.

- a) Members considered quotations to replace Claydon Room Floor with carpet. Cllr Burwood expressed he felt carpet would be more comfortable. Cllr Hall expressed he felt Vinyl flooring would get damaged by the constant moving around of furniture and that the carpet in the room had lasted since the Claydon Room had been built. Cllr Jones said the flooring had to be practical for the use of the room. Cllr Watling was concerned noise needed to be considered.

Cllr Hall PROPOSED the floor be replaced with carpet.

SECONDED by Cllr Burwood

Cllr Perry PROPOSED the floor be replaced with vinyl tiles.

SECONDED by Cllr Jones.

Members considered the proposal from Cllr hall to replace the flooring with carpet.

3 For

3 Against

Cllr Gentry as Chairman of the Committee used the Casting Vote.

It was **RESOLVED** replace the Claydon Room Floor with vinyl tiles.

Members considered quotations for vinyl tiles.

Cllr Hall abstained from voting on the quotations.

Members considered quotations.

To supply and fit oak effect vinyl tiles.

Quotation One: To screed floor at a cost of £2812

Quotation Two: To supply and fit vinyl tiles – screed floor at a cost of £3034

Quotation Three: To uplift existing flooring, screed, supply and fit vinyl flooring and seal at a cost of £2500

It was **RESOLVED** to approve quotation three.

Members considered the colour of flooring to be supplied.

Members **RESOLVED** the flooring to be Brown Ash.

- b) Members considered quotations to replace the Salt Grin Bin. Cllr Hall **PROPOSED** to approve the quotation for 400 Litre Bin at a cost of £240.00 plus VAT. **SECONDED** by Cllr Jones.

It was **RESOLVED** to approve the quotation for 400 litre bin at a cost of £240.00 plus VAT.

- c) Members considered quotations to purchase a Flag Pole. Mr Harrison confirmed he had been speaking with the Clerk regarding the quotations she had sought. Mr Harrison asked that Members considered the importance of how the flag rotates.

Cllr Burwood **PROPOSED** the decision to purchase a flag pole be left to the Clerk to investigate and purchase the most suitable.

SECONDED by Cllr Jones.

It was **RESOLVED** the decision to purchase a flag pole be left to the Clerk to investigate and purchase the most suitable.

- d) Members considered quotations to decorate the Claydon Room.

Quotation One: To repair all cracks in existing plaster on ceiling and walls and fill as necessary. To repair existing day doe rail, renew split/missing sections and fill as necessary. Paint ceiling with 2 coats of white matt emulsion. Prepare by sanding and apply 3 coats of white satin to existing dark dado and skirting boards. To paint all walls with 2 coats of kitchen semi-sheen paint. £1049.00

Quotation Two: To paint all walls magnolia, paint and repair ceiling in mat white, varnish skirting boards and dado rail board £900.00

Quotation Three: Repair and fill all cracks and fix window sill. Reseal. Paint all ceilings and walls in an endurance paint. Undercoat window sill and paint in satin white. Repair and undercoat dado rail and paint in the same colour as room. £850.00

Cllr Jones **PROPOSED** to approve quotation three.

SECONDED by Cllr Burwood

It was **RESOLVED** to approve quotation three

18/182 **IT Support**

Members noted the new computer systems were working well.

18/183 Amenity Areas

- a) Members considered the future plans for Rowan Drive Amenity Area. Cllr Perry suggested the area be used for allotments as there was a high demand for allotments in Heybridge. Cllr Gentry felt that as the area is an amenity area it could not be locked, and the allotment would be left vulnerable and the plot size would be too small. Cllr Jones suggested the amenity area be used as a family space. Cllr Burwood suggested the amenity area be used as a community space. Cllr Hall suggested the amenity area be used as a play area for children. Cllr Gentry confirmed that the area is meant to be a free space to suit all the community. Cllr Burwood confirmed an article had been placed in the Maldon and Heybridge Life asking the community how they would like to see the area used. Cllr Burwood PROPOSED the area be kept clean, safe and tidy until responses had been received. SECONDED by Cllr Jones.

It was **RESOLVED** to keep the Rowan Drive Amenity Area clean, safe and tidy until responses have been received from the community following an article placed in the Maldon and Heybridge Life Magazine.

- b) Members noted that the old litter bins had been removed at Elizabeth Way Play Area and replaced with a new larger one.

18/184 Daisy Meadow Car Park

Mr Higham asked to speak in between items a) and b).

Members noted the bollard had been damaged at Daisy Meadow Car Park. Cllr Burwood PROPOSED that until members knew the future of the car Park only the basic grounds maintenance should be carried out. SECONDED by Cllr Jones.

It was **RESOLVED** only basic grounds maintenance be carried out at Daisy Meadow car park.

Cllr Gentry informed members there was nothing further to discuss and invited Mr Higham to speak. Mr Higham confirmed he had no comment.

18/185 Groundsmen Contract and Gardener

- a) Members considered any issues.

Cllr Gentry requested the Gardener tidy Rowan Drive Amenity Area. Members discussed responses received regarding extra bins.

18/186 Bins, Seats, Dog Bins. Bus Shelters

- a) Members considered any issues.

Cllr Gentry PROPOSED members wait to see if responses were received from the article in the Maldon and Heybridge Life magazine. SECONDED by Cllr Jones.

It was **RESOLVED** to wait and see if responses were received from the article in the Maldon and Heybridge Life magazine.

18/187 Improvements within the Parish

- a) Members considered any issues –

Cllr Hall mentioned the Street Lights were out at Holloway Road again.

Cllr Perry updated members he had received a complaint regarding a house in Hillary Close believed to be an HMO. Cllr Perry had forwarded the complaint to the Clerk for further investigation.

18/188 Flood Alleviation Scheme

Mr Harrison expressed his disappointment that the meeting scheduled with Mr Benson regarding the flood alleviation did not go ahead. Cllr Perry updated members that he had emailed Mr Benson to confirm the Clerk would attend the meeting to take notes. Cllr Gentry confirmed there was no legal requirement for the meeting to be minuted. Cllr Jones disagreed and commented that at all times the Parish Council must remain transparent and he would not be happy to hold a meeting without minutes taken. Cllr Hall agreed.

18/189 Heybridge Chapel

There was nothing to update.

18/190 Future Meetings

The next meeting of the Planning Committee of the Parish Council will be held on Wednesday 5th September 2018 at 7.30pm.

The next meeting of the Events Committee of the Parish Council will be held on Wednesday 12th September at 7.30pm.

The next Parish Council Meeting will be held on Wednesday 19th September 2018 at 7.30pm.

The next meeting of the Environment and Resources Committee of the Parish Council will be held on Wednesday 26th September 2018 at 7.30pm.

The meeting closed at 8.55pm

Signed by Chairman

Date: