

Newport Parish Council Facilities and Amenities Committee

Minutes of the Meeting held at 7.30 p.m. on Monday, 15th June, 2009 at Church House, Newport.

Present:

Cllr A. Yarwood	(AY)	(Chairman)
Cllr P. Arscott	(PA)	
Cllr L. Baillie	(LB)	
Cllr T. Denyer	(TD)	
Cllr C. Gilbank	(CG)	
Cllr C. Mitchell	(CM)	
Cllr M. Sell	(MS)	
Cllr J. Smith	(JS)	

In attendance:

C. Griffin	Clerk	
Cty Cllr R. Gooding	(RG)	(from F033)

As Cllr A. Johnson (Chairman) and Cllr M. Bowker (Vice-Chairman) were unable to attend, Cllr A. Yarwood was elected Chairman for the meeting.

Proposed: CG Seconded: LB All agreed

F027 Apologies for absence

Apologies were received from Cllr A. Johnson, Cllr M. Bowker, Cllr J. Rose and Dist. Cllr P. Wilcock

F028 Election of Chairman

Cllr A. Johnson had confirmed that he was willing to stand and, in his absence, was duly elected Chairman for 2009/10.

Proposed: CM Seconded: MS All agreed

F029 Election of Vice-Chairman

Cllr M. Bowker had confirmed that she was willing to stand and, in her absence, was duly elected Vice-Chairman for 2009/10

Proposed: CG Seconded: PA All agreed

F030 To receive any 'personal' or 'personal and prejudicial' interests relating to items on the Agenda

The following interests were declared: AY in F037, F038 and F041, TD in F037, PA in F037, CG in F037, JS in F033, F034, F037 and F038.

F031 Public participation session (15minutes available if required)

No members of the public present.

F032 To approve the Minutes of the Meeting held on 20th April, 2009

F019 Footpath 28 (far end of White Ditch Lane) amended to read "Byway 2"
Resolved that with this amendment the Chairman should sign the Minutes as approved

Proposed: JS

Seconded: MS

All agreed

F033 To receive reports on Village Care

PA reported that the Caretaker has been asked to spray the weeds on the pavements and paths. There are several trees and hedges encroaching onto paths in various areas that require attention, but pointed out that this is a large task for the Caretaker to undertake.

Clerk was requested to contact:

- NFGS regarding the cutting of the hedge from the Bury Water Lane/Cambridge Road junction down to the railway bridge.
- NS Landscapes regarding the tree in the hedgerow adjacent to the area of amenity land in front of No. 22 Pond Cross Way. (NS Landscapes looked at this area with Riga recently)
- Anne Hooper, ECC Arboriculturist, for advice on the Horse Chestnut tree on the Common (Letter has been received from the resident of No. 1 London Road)
- Charlotte Fellingham, ECC Right of Way Officer, regarding the possibility of the PC receiving funding to clear Footpath 12, emphasising that this is impassable. Alternatively, a working party could be considered. Decision to be made at next Full Council meeting.
- R. Saggars regarding details of driver who caused damage to the tree in the High Street near his premises. Treasurer to complete insurance claim.
- Roz Millership, UDC, regarding the Ash tree that has been cut down on the pathway opposite the Tennis Courts. This was subject to a TPO.
- The resident who requested a mirror near Carnation Nurseries in Cambridge Road to improve visibility advising that this is a long process and PC noted that historically 80% of applications are refused.

PA had prepared a list of items requiring attention:

- Depot sign in Wicken Road to be removed. Clerk will contact ECC
- Bollard to be replace in School Lane. Clerk to chase ECC.
- Barrier at the bottom of Bury Water Lane. Clerk to chase ECC.
- Traffic sign at Wicken Road/High Street junction needs realigning. Clerk to contact ECC.
- Pedestrian crossings and road markings at Wicken Road/High Street junction need repainting. Clerk to chase ECC.
- Hedges obstructing road signs need cutting back. Clerk to raise with ECC.

- Drainage layout for Bridge End required. Clerk will consult the Environment Agency following the recent meeting.

Other items on list to be raised at next Traffic Management Group meeting.

F034 To discuss a request for a litter bin on the Common and receive a report on existing litter bins and dog bins

Clerk reported that the new bin at the Recreation Ground has been damaged by fire. It was decided that:

- One of the bins should be removed from the playground and placed next to the memorial seat on Gaces Meadow. Clerk to ask NS Landscapes for a price for laying a new base.
- The new plastic bin, which was agreed at the last meeting, should be placed at the bottom of Frambury Lane. (Bin promised last October following a request from a resident)
- A new metal/cast iron bin should be ordered for the Common. (LB will search on Ebay to see if there is anything suitable due to costs felt excessive in PC catalogues). Exact location to be decided.

An inspection of all bins will be included in the village walkabout. Date to be arranged. Clerk will contact AJ and obtain dates.

F035 To receive a progress report on the Diana Sell Playground

Clerk advised that the present Playground Committee plus the three residents who responded to the article in the March newsletter have been advised of the site meeting on 22nd June at 7.30pm. Clerk will send a reminder as the response has been disappointing. Members of the sub-group advised that they would invite some new parents to the meeting and endeavour to form an active committee.

It was agreed that some of the existing equipment needs replacing and other items can be refurbished. The sub-group will establish a programme and report back at the next Facilities meeting. In the meantime quotations will be obtained for fencing, matting and gates.

The Rospa inspection should be carried out shortly and if any equipment is dangerous, or needs replacing urgently, Reserve funds could be used.

F036 To discuss maintenance of the Playground Equipment and Sports Pavilion

This issue was raised following the review of the Risk Assessment at the Full Council meeting and it was agreed that the PC must ensure that appropriate maintenance is carried out.

As soon as the Rospa report is received any issues regarding the Playground equipment can be dealt with.

MS advised that AM Alarms have recently serviced the CCTV equipment and pointed out that he was under the impression that the quotation given by them covered the servicing of equipment at both sites. As it only covered the Playground the Budget allocation will not be sufficient unless we have just one service per annum. The PC felt that the equipment should be serviced twice a year and a note will be made to increase this in next year's Budget.

Regarding maintenance of the Sports Pavilion, the PC must ensure they are in control and the Sports Committee are minimising the risks. Clerk will contact the Chairman of that Committee and ensure that the PC has adequate notice of all meetings.

F037 To receive a report on the Traffic Management Group meeting held on 11th June 2009

On 11th June TD, AJ and Clerk met with Chris Stoneham and Joe Bicheno of ECC. TD reported that at the meeting a compromise was agreed following the letter of objection received from the Traffic Manager at Essex Police. TD explained that there are two types of zones and we have opted for the version without traffic calming measures.

The changes had been marked on the original plans and these were shown to members. TD advised that, in Frambury Lane the 20mph zone would now start on the southern side of Cherry Garden Lane and continue to the bottom of Frambury Lane to the junction with the High Street, omitting all of Cherry Garden Lane and part of Frambury Lane at the Wicken Road end. Double yellow lines would be included at the top of Frambury Lane near the Primary School. In School Lane the 20mph zone would start just South of Tenterfields and continue to the Bury Water Lane/Cambridge Road junction. Gaces Acre, Elephant Green and Bridge End would not be changed. There would be signs where you enter the zone and small signs at approximately 250M intervals, plus roundels on the road. There would be no speed humps.

Joe Bicheno will now draw up revised plans and send to the PC as soon as possible.

ECC advised that the new pedestrian crossing in Belmont Hill would be the same as the other crossings in the High Street. If a Puffin (push button activated) crossing were required the application would have to go to consultation and would take some years. The cost is in the region of £80,000 - £100,000. TD pointed out that it might be possible to upgrade the crossing to a Puffin type at a later date.

RG advised that he has made representations to the Police following the letter from Essex Police. In his opinion it would be advisable to go ahead with the revised scheme, particularly as the CIF funding has to be spent in this financial year. The other issues could be included in the next stage.

The Chairman confirmed that if a meeting could be organised with the ECC Cabinet Member for Highways, Norman Hume, he would like to attend with RG.

Other issues discussed were:

- The Croat - Clerk will write to Nicola Foster, ECC, and request a Health and Safety Risk Assessment regarding the bridge at the Croat.
- Signs for NFGS car park - These should be organised by the School. To be raised at next meeting in July.

F038 To receive a report on the Passenger Transport Meeting held on 12th May 2009

A report from JS had been circulated prior to the meeting and the Chairman thanked JS for the report and for attending the meeting.

The issue of updating School websites will be raised at the next meeting with NFGS.

F039 To consider a Permit Parking Scheme for Station Road

The Chairman reported that he has received a request from a resident of Station Road for a Permit Parking Scheme. This was raised some years ago but the District Council were not supportive.

It was agreed that the Chairman would give all the necessary details to the resident who raised the issue and, provided he is prepared to carry out a resident survey, the PC would support this.

F040 To consider organising a competition to build a village garden on the Common

This item was deferred, as JR was unable to attend.

F041 To approve the signing of a cheque for £502.50 for Uttlesford District Council for the planning application fee for Jikes Hall (this replaces the payment of £1,005.00 approved at Full Council meeting on 11th May, as we have now been advised that the planning fee will be halved. To approve a cheque for £502.50 for Jikes Youth Centre to reimburse for the planning fee (Cheque for £1,005.00 received from JYC on 18.05.09 and banked)

The Chairman explained that the original fee quoted was incorrect.

It was agreed that the cheque for £502.50 for Uttlesford District Council, and the cheque for £502.50 for Jikes Youth Centre should be signed.

Proposed: CG

Seconded: CM

All agreed.

F042 To discuss any other Urgent business

F042.1 JS advised that a number of Village Plan questionnaires have been returned from Reynolds Court as 20 dwellings are vacant. Clerk will consult Roz Millership at UDC.

F042.2 JS advised that the group organising the Morris weekend at Thaxted have decided not to advertise the event, as attendance is already very high. It was suggested that the Firework Committee could consider this.

F042.3 TD raised the problem of the rabbits at Gaces Acre and advised that if the people responsible do not deal with the problem, the Environment Agency could be asked to deal with this. The Chairman confirmed that this would be raised again with NFGS at the meeting in July.

F042.4 The Chairman gave an update on the current situation regarding office accommodation following discussions at the June Full Council meeting. A further report will be given at the next FC meeting.

F042.5 Clerk reported that it would cost £1,385.00 to replace the low level light on the footpath to Pond Cross Way with a taller column with a shroud. Clerk was requested to consult A & J Lighting to see if it is possible to fit a shroud on the existing light.

F042.6 Clerk reported that a resident of Gaces Acre had contacted her regarding a number of issues. The message has been relayed to AJ as requested.

F042.7 Clerk advised that AJ has been asked if the PC would consider changing the parish boundary to include the properties on the Debden Road up to the turning to Widdington. The Chairman advised that this would only be considered if the request comes from the residents in this area.

F042.8 Clerk has been contacted by a representative who is campaigning regarding the switching off of the street lighting in Uttlesford. She has referred to the vandalism of a car in Newport. Details will be sent to AJ.

F043 Items for next Agenda

To receive an update on footpath 12 (Full Council)

To receive a progress report on the Diana Sell Playground

To receive an update on the current situation regarding the Parish Council Office

F044 Date of next meeting

The next meeting will be held on 17th August, 7.30 pm at Church House.

The meeting closed at 9.30 pm.