

Danbury Parish Council
P3 SUB-COMMITTEE

Minutes of the Meeting held on Thursday 26 January 2023 at 7.30pm
Danbury Parish Council Office, Main Road, Danbury, CM3 4NQ

Present: Cllr G Chapman
Mr A Watts, Mrs C Watts, Mr A Masson, Mr D Penry, Mr M Lister, Mr C Musgrave
In Attendance: Mrs M Dyer (Assistant Clerk)

Cllr Chapman warmly welcomed the three current P3 Members and three new Members to the meeting.

22/23.17 Apologies for Absence

There were no apologies for absence

22/23.18 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

There were no declarations of interest at this point

22/23.19 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no Members of the Public present

22/23.20 Minutes

RESOLVED: that the minutes of the P3 meeting held on 4 August 2022 were approved and signed as a true record.

22/23.21 Members

Cllr Chapman gave a brief introduction about P3 generally and an outline of the aims of P3, advising that the Danbury P3 Group has two official Footpath Officers, namely himself and Mr Alan Masson and that prior to the setting up of the Danbury P3 Group in 2020, the Footpath Officers were limited to the types of Public Rights of Way (PRoW) works that they could undertake i.e., signage; now, as an official P3 group, more works can be undertaken with the approval of the ECC Highways PRoW Officer.

It was noted that the Assistant Clerk will contact all P3 Members to update/create Members records and will supply copies of Risk Assessments in relation to types of works that the group will undertake.

22/23.22 Work Undertaken in 2022

It was noted that the four works undertaken in 2022 had included vegetation removal and installing waymarker posts.

Cllr Chapman advised the new Members that for vegetation removal 2 x Members would be needed, 2/3 x Members would be required to install a waymarker post and for the construction of a new bridge (less than 6 metres span) would need 5 x Members; works less than 20 metres from a road cannot be undertaken by P3 Groups, hence why some fingerpost jobs are excluded from Groups – these are then undertaken by ECC Highways. Cllr Chapman pointed out that there are a number of fingerposts at the moment that need replacing.

22/23.23 Work Programme for 2023

Cllr Chapman advised that in the past the two Danbury Footpath Officers (Cllr Chapman and Mr Masson) have surveyed all the footpaths between them to ascertain works needed, but all P3 Members can submit reports for possible inclusion in the coming year's programme. Members to email in any reports by mid February. The process is that works identified are then submitted to the ECC Highways PRow Officer for them to confirm which may be undertaken by P3 Members (PRow Officer also checks re underground services etc.). Works usually have to be completed within the six month period from approval.

Below are details of possible works already identified:

Footpath (FP) Number Bridleway (BW) Number	Map Reference	Notes	Action Required
FP 35	F5	Bridge repaired (no hand rail);	Waymarker post needed on junction
FP 22 Brocks Farm	J2	Waymarker post rotten	Replacement Waymarker post
FP 21	H2	Mr Masson to check waymarker post	Possible new waymarker post
FP 46	D8	On junction of East Hanningfield	Waymarker post
FP 16 & FP 62	E3	Near Parish allotments	Waymarker post
FP 41	J6	Near winery. Mr Masson to check waymarker post/sign on fence?	Waymarker post

22/23.24 Tools, PPE, Training and Grants

22/23.24.1 Tools

It was noted that the group has sufficient tools at present. Members were advised that if any electric tools belonging to a P3 Member were used during P3 work they would need to be PAT tested and approved by the ECC PRow Officer.

22/23.24.2 PPE

Cllr Chapman outlined Personal Protective Equipment (PPE) requirements; the following items are required for the new Members: 2 pairs of steel capped boots; 2 pairs of large gloves; 2 pairs of medium gloves and 3 pairs x safety glasses. Assistant Clerk will request all items except boots from the PRow Officer; prior to purchasing P3 Members to advise cost of boots to Assistant Clerk for 'approval'.

22/23.24.3 Training

It was noted that Cllr Chapman has valid first aid cover; Mr Watts and Mrs Watts will undertake First Aid Training if the course is available at a weekend. Cllr Chapman, Mr Lister and Mr Penny would like to

undertake the brush cutter training. Assistant Clerk to contact the PRoW Lead Officer re training.

22/23.24.4 Grants

It was noted that grants for materials etc are available through local ECC PRoW Officer

22/23.25 Matters for Report

Cllr Chapman spoke about the Community Woodland that had been created with the assistance of Chelmsford City Council (CCC), who had undertaken all the preparation work, including the installation of a large number of whips and rabbit protection fencing; Danbury Parish Council had paid for 15 semi mature trees that were planted by CCC. There have been some volunteer working groups organised by CCC to remove weeds and other works, but at least 5 of the semi mature trees had died, 3 of which have now been replaced by CCC and there was fire damage in the wood last summer. CCC support for the Community Woodland comes to an end in March 2023. Cllr Chapman asked if Members of the P3 group would like to be involved as 'Friends of the Community Woodland' to help look after the woodland. This would involve a mini survey to establish works that need to be undertaken, but will include checking the mature trees, up righting rabbit fencing, mulching whips, clearing pernicious weeds and rubbish etc, tackling a section of the woodland at time, probably 10 sections, 5 either side of the path. The response from all P3 Members was positive.

The facility to get tools sharpened was discussed. Since the meeting the Assistant Clerk has established that the local hardware store, Millcot Tools does offer this facility: tools to be sharpened are taken away every Thursday and returned the following Thursday.

22/23.26 Date of next meeting

Not set – will be arranged as required.

There being no more business to transact, the Chairman closed the meeting at 8.45pm.

Signed: Chairman.....

Date: