

CABINET



The Cabinet will meet at the Council Chamber, Braintree District Council, Causeway House, Bocking End, Braintree, Essex, CM7 9HB on **Monday, 15th June 2015 at 7.15pm.**

Membership

Portfolio	
Leader of the Council	Councillor G Butland (Chairman)
Environment and Place	Councillor Mrs W Schmitt (Deputy Leader of the Council)
	Councillor R Mitchell
Planning and Housing	Councillor Lady Newton
	Councillor Mrs L Bowers-Flint
Economic Development	Councillor T Cunningham
Health and Communities	Councillor Mrs J Beavis
	Councillor P Tattersley
Finance and Performance	Councillor D Bebb
Corporate Services and	Councillor J McKee
Asset Management	

Invitees

Other invitees:- Representatives of the Labour Group, Halstead Residents Association Group and Green Party and Chairman of the Overview and Scrutiny Committee.

For enquiries on this agenda please contact:
Governance and Members Team – 01376 552525
email: demse@braintree.gov.uk

This agenda is available at
www.braintree.gov.uk/Braintree/councildemocracy

Nicola Beach
Chief Executive

PUBLIC INFORMATION

Question Time

Immediately after Declarations of Interests, there will be a period of up to 30 minutes when members of the public can speak about Council business or other matters of local concern. Whilst members of the public can remain to observe the whole of the public part of the meeting, Councillors with a Disclosable Pecuniary Interest or other Pecuniary Interest must withdraw whilst the item of business in question is being considered.

Members of the public wishing to speak should contact the Governance and Members Team on 01376 552525 or email demse@braintree.gov.uk at least 2 working days prior to the meeting.

Health and Safety

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Mobile Phones

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Webcast and Audio Recording

Please note that this meeting will be webcast and audio recorded.

INFORMATION FOR MEMBERS

Declarations of Disclosable Pecuniary Interest, Other Pecuniary Interest or Non-Pecuniary Interest:-

- To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to paragraphs 6 to 10 [inclusive] of the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.
- Any member with a Disclosable Pecuniary Interest or other Pecuniary Interest to indicate in accordance with paragraphs 10.1(a)(i)&(ii) and 10.2(a)&(b) of the Code of Conduct. Such Member must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

AGENDA

No.	Title and Purpose of Report	Pages
1	Apologies for Absence	
2	Declarations of Interest To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.	
3	Public Question Time (see paragraph above)	
4	Minutes of the Previous Meeting To approve as a correct record the minutes of the meeting of the Cabinet held on 30 th March 2015 (copy previously circulated).	
5	OVERALL CORPORATE STRATEGY AND DIRECTION	
5a	Leader's Update The Leader of the Council to provide a brief update on key issues and activities.	
5b	Appointments to Outside Bodies	1 to 4
6	FINANCE AND PERFORMANCE	
6a	Provisional Financial Outturn 2014/15	5 to 14
7	PLANNING AND HOUSING	
7a	Open Spaces Supplementary Planning Document Open Spaces Action Plan	15 to 69
8	CABINET MEMBERS' UPDATES To receive Cabinet Members' verbal reports on key issues within their portfolio.	
9	REFERENCES FROM COUNCIL/COMMITTEES/GROUPS <i>There are none.</i>	
10	REPORTS/ DELEGATED DECISIONS/MINUTES TO BE NOTED	
10a	Minutes – Developing Democracy Group – 30th March 2015 To note the Minutes.	70 to 73

No.	Title and Purpose of Report	Pages
10b	Cabinet Member Decisions made under Delegated Powers	74 to 75
11	URGENT BUSINESS AUTHORISED BY THE CHAIRMAN	
12	EXCLUSION OF PUBLIC AND PRESS TO CONSIDER REPORTS IN PRIVATE SESSION	

For reasons set out in Paragraph 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972.

AGENDA – PRIVATE SESSION

No.	Title and Purpose of Report	Pages
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At the time of publication there are no items for the private session.

Appointments to Outside Bodies		Agenda No: 5b
Corporate Priority: Delivering through Partnership Portfolio Area: Overall Corporate Strategy and Direction Report presented by: Councillor Graham Butland, Leader of the Council Report prepared by: Emma Wisbey, Governance and Member Manager		
Background Papers:		Public Report
Options: To appoint or not appoint in accordance with the schedule at Appendix A.		Key Decision: No
Executive Summary: All executive functions are vested in the Leader of the Council and has overall responsibility for the discharge of all executive function. Cabinet are invited to make appointments to the Outside Bodies as set out in Appendix A of this report. At the present time it is not intended to appoint to the Outside Bodies in Appendix B. Cabinet may nominate representatives to Outside Bodies unless the appointment is a function of Full Council. The appointments are for 4 years, the term of Cabinet. For completeness Cabinet are asked to note the appointments at Appendix C to the Prosperity Project Board. Cabinet are reminded that this is not a formal Cabinet or Council decision making body.		
Decision: That Cabinet agrees to appoint Members in accordance with the schedule as set out in Appendix A and notes the appointments in Appendix C.		
Purpose of Decision: To ensure appropriate representation on Outside Bodies.		

Any Corporate implications in relation to the following should be explained in detail	
Financial:	Members appointed to serve on outside bodies are entitled to claim expenses in accordance with the Member Allowance Scheme in attending meetings of the outside bodies as the Cabinet's representative. This will be met from the existing budget for Member Allowances.
Legal:	As set out in the report.
Safeguarding	None.
Equalities/Diversity	None arising out of this report.
Customer Impact:	None arising out of this report.
Environment and Climate Change:	None arising out of this report.
Consultation/Community Engagement:	Appointments will be confirmed with the outside bodies following Cabinet.
Risks:	Should Cabinet decline to make an appointment, Cabinet and the Council will be unrepresented on the respective Outside Body.
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Cabinet Appointments

Note: Cabinet appointments are for 4 years, the term of Cabinet

Outside Bodies	Proposed Appointment/s
Braintree District Business Leaders Board	T Cunningham
Braintree District Citizens Advice Bureau Management Board	S Wilson
Braintree District Local Highways Panel	M Banthorpe R Mitchell J Abbott B Rose
Braintree District Museum Study Centre Trust Ltd – Trustee appointment confirmation	J McKee J Baugh
Braintree District Museum Study Centre Trust Ltd– Corporate Trustee	J Beavis
Braintree District Voluntary Support Agency	S Wilson
Community Housing Investment Partnership Board (CHIP)	G Butland Lady Newton W Schmitt
Community Safety Partnership	W Schmitt (or Deputy Cabinet Member)
District Council Network	D Bebb
East of England Local Government Association (EELGA)	G Butland
Essex County Council's Health and Overview and Scrutiny Committee	J Beavis
Essex Flood Partnership Group	W Schmitt (or Deputy Cabinet Member)
Essex Waste Partnership Board (formally Essex Inter-Authority Working Group (Waste and Recycling))	R Mitchell

Outside Bodies	Proposed Appointment/s
Freeport Braintree Consultative Group	M Banthorpe T Cunningham
Great Notley Country Park – Joint Governance with Essex County Council (also known as Joint Governance – Great Notley Country Park Partnership Board)	G Butland W Schmitt
Ignite Business Enterprise	J McKee T Cunningham
Local Government Association General Assembly	G Butland
Local Government Information Unit	J Beavis
North Essex Parking Partnership Joint Committee	R Mitchell
Police and Crime Panel	G Butland W Schmitt
Stansted Airport Consultative Committee	H Johnson
Youth Strategy Group	T Cunningham

Appendix B

At the present time it is not intended to make appointments to the following Outside Bodies.

Braintree, Halstead and Witham Town Teams
Children's Centre Partnership Board
Community/Voluntary Group (Formerly the Third Sector Partnership Board)
Essex County Council Partnership– Joint Locality Board
Leisure Partnership Board
South Anglia Group

Appendix C

Prosperity Project Board

Councillor Lady Newton – Chairman
Councillor T Cunningham – Vice-Chairman

Councillors: M Banthorpe, J Baugh, S Kirby, D Mann, C Thompson and L Walters

Provisional Financial Outturn 2014/15		Agenda No: 6a
Corporate Priority: An organisation that delivers value – Providing value for money, Delivering excellent customer service, Improving our services through innovation Portfolio Area: Finance and Performance Report presented by: Councillor David Bebb Report prepared by: Trevor Wilson, Head of Finance		
Background Papers: Financial Services Accounts Closure 2014/15 working papers		Public Report
Options: To agree, reject or amend: the requests to carry forward unspent budgets to 2015/16.		Key Decision: No
Executive Summary: The Council's financial accounts for 2014/15 are currently being prepared for external audit. The Council's Financial Regulations require that requests to carry forward unspent budgets to the following year be agreed by the Cabinet. The provisional financial outturn for 2014/15 shows a positive variance on the revenue account of £547,100 or 3.6% of the net budget of £15.2million. The variance was as planned and is only marginally higher than that projected as at the end of the third quarter, of £540,000. The variation against budget is due to increased income of £686,800 partially offset by a negative variance on expenditure of £139,700. The higher than anticipated level of income resulted mainly from actions agreed by the Council during the course of the year, principally: investment income from funds placed in Pooled Funds (equities and property) and rental income from the purchase of 870 The Crescent, Colchester Business Park, and as a result of increased demand for some services, principally: Development Control, Refuse and Recycling and Land Charges. Requests to Carry Forward Unspent Budgets Requests totalling £135,060 are made to carry forward unspent budgets to 2015/16. Budgets brought forward from 2013/14 are held in the carry forward reserve until required. A number of these budgets were fully utilised in 2014/15, however, the		

balance on nine of the budgets, totalling £349,042, are requested to be carried forward to 2015/16.

It is proposed that five of the requests, in respect of the Housing Welfare Reform, Member Development, Marketing and Communications, Local Plan and Community Infrastructure Levy with a total value of £309,365, are added to the relevant existing earmarked reserve.

New Earmarked Reserves

The Provisional outturn includes the transfer of monies to six new earmarked reserves. These have a total value of £2,316,901.50 and relate to: money received in advance in respect of projects for which this Council is lead authority or acting as banker; a change in accounting arrangement agreed with the external auditor; and the Business Rates Retention scheme.

Decision:

1. To approve the requests to carry forward budgets to 2015/16 with a total value of £135,060 as detailed in Appendix B to the report;
2. To approve the requests to carry forward prior year budgets to 2015/16 with a total value of £349,042 as detailed in Appendix B to the report;
3. To agree that five of the carry forward requests with a total value of £309,365, as identified in Appendix B, be added to the relevant existing earmarked reserves; and
4. To agree the creation of six new earmarked reserves with balances totalling £2,316,901.50 as detailed in section 2.12 of the report.

Purpose of Decision:

To gain approval of requests to carry forward unspent budgets from 2014/15 to 2015/16 and of specific additions to earmarked reserves in order that these can be incorporated in the Council's 2014/15 Accounts prior to submission to the external auditor.

Any Corporate implications in relation to the following should be explained in detail	
Financial:	The provision outturn for the Council's revenue account for 2014/15 shows an underspend of £547,100 (or 3.6%) against the budget. Of this underspend seven requests are made to carry forward unspent budgets, totalling £135,060, to 2015/16. The Council's unallocated balances as at 31st March 2015 will also be impacted by the inclusion of unbudgeted or unplanned receipts/losses in the year: these include the a loss accounted for on the investments at risk in the Icelandic Banks (following the Council's participation in an auction to repatriate recovered monies held in Icelandic Krona in an Icelandic Bank) of £76,759 and a VAT refund received in respect of trade waste income in prior years of £74,218. Six new earmarked reserves are to be created to meet identified specific needs in 2015/16 and future years, with balances totalling £2,316,901.50.
Legal:	Cabinet approval required as per the Constitution.
Safeguarding	Not applicable
Equalities/Diversity	Not applicable.
Customer Impact:	Not applicable.
Environment and Climate Change:	Not applicable
Consultation/Community Engagement:	Undertaken for projects when required, e.g. transfer of facilities to a parish council.
Risks:	Budgets carried forward to 2015/16 are not spent as proposed and so anticipated outcomes may not be achieved.
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1. Background

1.1 The Council's financial accounts for 2014/15 are currently being prepared for audit by the external auditor, BDO LLP. Whilst the accounts will be signed by the Corporate Director (Finance) and presented for audit by 30th June 2015, the auditor requires a number of decisions to have been agreed by the Council and for these to have been incorporated in the accounts before submission for audit.

1.2 Decisions are required on:

- Budgets unspent in 2014/15 to be carried forward to 2015/16;
- Budgets brought forward from 2013/14 which are unspent or only partially spent in 2014/15 to be carried forward to 2015/16; and
- Monies to be set aside in earmarked reserves.

2. Provisional Outturn 2014/15

2.1 The provisional outturn for 2014/15 before requests to carry forward unspent budgets is a positive variance of £547,100 against the updated controllable budget of £15.2million, a variance of 3.6%.

2.2 This figure is marginally higher than that projected as at the third quarter, of £540,000.

2.3 The variation is due to a higher level of income than budgeted of £686,800 partially offset by an overspend of expenditure of £139,700.

2.4 The higher than anticipated level of income resulted either from actions agreed by the Council during the course of the year or as a result of increased demand for a service. The principal areas include:

Decision by Council during year:

- Treasury Management - £160,000 additional interest received following decision to invest £10million in pooled funds (equities and property); and
- Property Management - £97,700 additional rental income received as a result of the purchase of 870 the Crescent, Colchester Business Park.

Increased demand for service:

- Development Management - £145,000 from Development Control Planning fees;
- Refuse and Recycling - £52,900 higher from tipping away payments for green waste and Trade Waste; and
- Land Charges - £57,000 from search fees.

2.5 The expenditure budgets are split between staffing and other costs. The overspend of £139,700 results from: staffing being £154,100 over budget as actual savings against staffing budgets were insufficient to meet the efficiency savings target of £324,600; and other expenditure being £14,500 under budget

although this consists of a number of positive and negative variations, the larger variations include:

- Recovery of housing benefit overpayments, £138,000 improvement against budget;
- Planning appeal costs, £94,000 over budget;
- Landscape Services – unbudgeted payments re tree damage claims, £136,000 over budget;
- Corporate Financing – the original budget assumed a withdrawal from earmarked reserves of £100,000 to reflect the estimated impact on income received by the Council under the Business Rate Retention Scheme as a result of a new local discretionary business rate relief scheme. However, the method for supporting businesses has now been changed and the earmarked reserve is now required to fund the revised scheme.

- 2.6 More detail of the variations will be provided in the Performance Monitoring Report for Quarter 4 which will be reported to Cabinet on 20th July 2015.
- 2.7 A summary showing the budget variances by Business Plan is provided at Appendix A.
- 2.8 Six requests, totalling £135,060, are made to carry unspent budgets in 2014/15 forward to 2015/16.
- 2.9 Budgets brought forward from 2013/14 are held in the carry forward reserve until required. A number of these budgets were utilised in full in 2014/15 however the balance on nine budgets, totalling £349,042, are requested to be carried forward to 2015/16.
- 2.10 Details of each of these fifteen requests are provided in Appendix B. It is proposed that three of the requests, regarding Local Plan, Members Development and Marketing and Communications, with a total value of £59,365, are added to the relevant existing earmarked reserve and two of the requests, regarding Community Infrastructure Levy and Housing Welfare Reform, with a total value of £250,000, are used to create new earmarked reserves.
- 2.11 The Provisional Financial Outturn includes the drawdown of monies from earmarked reserves to fund expenditure in 2014/15 in accordance with the purpose for which the reserves were established.
- 2.12 In addition the outturn includes the transfer of monies to six new earmarked reserves. These have a total value of £2,316,901.50 and relate to: money received in advance in respect of projects for which this Council is lead authority or acting as banker; a change in accounting arrangement agreed with the external auditor; and the Business Rates Retention scheme. The six new reserves are:
- Building Control Project, ten Essex authorities investigating option of a shared service - £55,131.50;
 - Greater Essex Devolution, fifteen Essex authorities working together to explore devolution ideas and draft proposals which could see the transfer

of powers and funding from central Government to Greater Essex authorities - £60,000;

- Recycling Reward scheme – Successful bid to Government for funding recycling schemes across Epping Forest, Harlow, Tendring and Braintree District Councils - £491,475;
- Flooding Relief works funded jointly by Essex County Council and this Council - £96,315;
- Housing Benefit Overpayments and Administrative Penalties, the external auditor reported that the Council, in the 2013/14 accounts, had understated the debtors as housing benefit overpayments were accounted for on a cash basis, which although is in line with the Council's accounting policy, was not in line with the accruals concept. For 2014/15 the housing benefits overpayments and administrative penalties raised have been included in the revenue account, the provision for doubtful debts has been increased to reflect that a percentage of this debt will not be collected and the balance which is deemed collectable over the coming years has been set aside in this new earmarked reserve - £984,820. The level of this reserve will be reviewed annually as part of the assessment of debtors included in the Council's accounts;
- Business Rates – due to a significant increase in the provision allowed for successful rating appeals the outcome on the amount of business rates retained is a reduction of £372,358 compared to budget. However, the accounting arrangements require that elements of the position are accounted for in 2014/15 and 2016/17; such that a surplus of £309,103 is accounted in 2014/15 and a loss of 681,461 is accounted for in 2016/17. In order to reduce the impact of this swing between the years of £990,564, the surplus of £309,103 accounted for in 2014/15 has been put into an earmarked reserve to be utilised in 2016/17. This leaves a net deficit of £372,358 to be accounted for in 2016/17, in order to address this situation it is proposed that the additional business rates retained in 2013/14 of £320,057 also be set aside in this Business Rates Retention reserve, this would be transferred from the unallocated balance. This will provided a balance on the reserve of £629,160.

2.13 Finally, it should be noted that the Council's unallocated balances as at 31st March 2015 will also be impacted by the inclusion of unbudgeted or unplanned receipts/losses in the year:

- A loss of £76,759.74 has been accounted for in respect of the investments at risk in Icelandic Banks. This follows the Council's participation in an auction to repatriate recovered monies held in Icelandic Krona in an Icelandic bank account. The Council was successful in repatriating part of these monies, with £73,878 received. This leaves an estimated sum of £81,000 still in the Icelandic bank account. In addition a further amount of £30,000 is expected to be received in respect of the investment with Kaupthing, Singer and Friedlander. The total amount recovered to-date is £4,628,668;
- VAT refund, of £74,218.40, received in respect of trade waste income from prior years, where HMRC had incorrectly advised local authorities to charge VAT.

3. Summary

- 3.1 The provisional financial outturn for 2014/15 is £547,100. Of this sum requests are made for unspent budgets of £135,060 to be carried forward to 2015/16.
- 3.2 Balances outstanding on nine budgets brought forward from 2013/14 to 2014/15 totalling £349,042 are requested to be carried forward to be spent in 2015/16. These budgets are held in the earmarked reserves and therefore these requests do not impact on the financial outturn for 2014/15.
- 3.3 Six new earmarked reserves are to be created:
- Building Control project – value of £55,131.50;
 - Greater Essex devolution - value of £60,000;
 - Recycling Reward Scheme – value of £491,475;
 - Flooding Relief works – value of £96,315;
 - Housing Benefit overpayments outstanding – value of £984,820; and
 - Business Rates Retention scheme – value of £309,103 from 2014/15 and a transfer from unallocated General Balance of £320,057 (in respect of 2013/14).
- 3.4 Taking the above movements into account the Unallocated General Balance as at 31st March 2015 will be:

	£'000
Balance at 1 st April 2014	8,244
Less:	
Budgeted withdrawal for 2014/15	(485)
Match funding for flood management	(50)
Investments at risk	(77)
Business rate retention transfer re 2013/14	(320)
Add:	
Outturn budget variance (net of carry forwards)	412
VAT refund (prior year)	74
Transfer from earmarked reserves	30
Balance at 31st March 2015	7,828

FINANCIAL MANAGEMENT STATEMENT 2014/15 - PROVISIONAL OUTTURN

		ACTUAL £'000				
		(a)	(b)	(b) as % of (a)		
		Approved Controllable Budget	Adj/ Vire	Updated Controllable Budget	Full Year Spend	Net Variance
General Fund - Business Plans						
Asset Management	(1,563.1)	(38.9)	(1,602.0)	(1,787.0)	0.0	11.5%
Business Solutions	1,926.8	(49.0)	1,877.8	1,774.6	74.1	(5.5%)
Community Services	500.8	(2.0)	498.8	369.3	0.0	(26.0%)
Corporate Management Plan	1,324.6	(19.3)	1,305.3	1,286.0	0.0	(1.5%)
Cultural Services	269.3	(3.0)	266.3	291.3	0.0	9.4%
Environment	957.5	34.7	992.1	1,034.5	0.0	4.3%
Finance	1,539.2	33.1	1,572.3	1,194.1	0.0	(24.1%)
Governance	1,045.1	(8.0)	1,037.1	1,022.9	0.0	(1.4%)
Housing Services	712.3	33.9	746.3	674.9	0.0	(9.6%)
Human Resources	325.1	41.9	366.9	364.3	0.0	(0.7%)
Leisure Services	807.7	3.2	810.9	814.0	0.0	0.4%
Marketing & Communications	418.9	(9.8)	409.0	387.5	0.0	(5.3%)
Operations	4,225.9	(70.2)	4,155.7	4,072.5	45.0	(2.0%)
Sustainable Development	995.5	81.3	1,076.8	1,014.2	16.0	(5.8%)
Business Plan Controllable	13,485.7	27.9	13,513.6	12,513.0	135.1	(7.4%)
Corporate Financing	2,078.9	(67.9)	2,011.1	2,139.8	-	6.4%
Efficiency Savings Target	(364.6)	40.0	(324.6)	0.0	-	-
Charges to GF Capital Projects	0.0	0.0				
Total - General Fund	15,200.0	(0.0)	15,200.0	14,652.9	135.1	(3.6%)

Unspent Budgets - Request to Carry Forward

APPENDIX B

Business Plan/Service	Prior Year Balances			2014/15 Requests to C/Fwd Unspent Budgets	Total All Years
	Agreed Budgets B/Fwd	Net Movement in year	Balance Remaining		
	£	£	£	£	£
Business Solutions					
Mobile Device management				25,000	25,000
Oracle licences				9,060	9,060
Closed Circuit Television - replacement equipment				40,000	40,000
Housing Services					
Housing Welfare reform	150,000	0	150,000		150,000
Human Resources					
Member Development	13,500	0	13,500		13,500
Marketing & Communications					
Marketing & Communications - campaigns	10,000	0	10,000		10,000
Marketing & Communications - Mosaic profiling	10,340	8,000	2,340		2,340
Sustainable Development					
Local Plan	50,000	14,135	35,865		35,865
Community Infrastructure Levy	100,000	0	100,000		100,000

Reason for Request	Total All Years:		Source of Unspent Budget/ Financing
	Carry Forward to 2015/16	Transfer to Earmarked Reserve	
	£	£	
Budget will be added to capital allocation in 2015/16, of £20,000, for mobile device management. This will enable this project of flexible working options to be extended to more staff. Project will be delivered by end of June 2015.	25,000		Corporate Business Systems
Oracle licence for eFinancials system purchased in May 2015.	9,060		Corporate Business Systems
Agreement of the specification for the new equipment (existing equipment is no longer available) has taken longer than expected. The project is due to be completed by end of September.	40,000		Closed Circuit Television
Funding has been committed to staffing including the employment of a Senior Housing Options Officer which was filled with effect from 31st March 2015. Budget will be spent over next three years.	150,000		Housing the Homeless
Spend delayed awaiting the election of the new membership of the Council in May. Training needs assessment for all Members will be carried out in October 2015 and development priorities will be targeted accordingly	13,500		Member Development
Required for ongoing campaigns, e.g. Love Essex, Better at Business and Livewell, in 2015/16. Expenditure will include advertisement panels on waste vehicles.	10,000		Marketing & Communications
Mosaic profiling allows Marketing Officers to undertake targeted marketing to specific groups. It was planned that this budget would be required to be added to the budget of £23,400 agreed in 2015/16 to fund the Mosaic subscription for 3 years; 2015/16 to 2017/18 at £8,000 plus annual RPI increases	2,340		Marketing and Communications
Local Plan reserve carry forward to be spent on evidence base documents for the new Local Plan in this financial year.	35,865		Local Plan
CIL Project spending will begin this year. Feasibility study completed this year from main budget. Delayed follow on work due to starting work on new Local Plan.	100,000		Local Plan

Unspent Budgets - Request to Carry Forward

APPENDIX B

Business Plan/Service	Prior Year Balances			2014/15		Total All Years
	Agreed Budgets B/Fwd	Net Movement in year	Balance Remaining	Requests to C/Fwd	Unspent Budgets	
Landscape Services	£	£	£	£	£	£
Growth Area Fund	10,587	0	10,587	16,000	16,000	16,000
Operations Transfer of Rural Car Parks, Toilets etc. to Parish Councils	40,000	23,250	-			
Roadside Features	10,000	0	16,750			10,587
Street Cleansing			10,000			-
Cordons Farm				15,000		16,750
				30,000		10,000
						15,000
						30,000
Total	394,427	45,385	349,042	135,060	484,102	

Source of Unspent Budget/Financing	Reason for Request		Total All Years:	
	Carry Forward to 2015/16	Transfer to Earmarked Reserve		
Landscape Services	£ 16,000	£		
Landscapes Salaries				
Growth Area Fund	10,587			
Operations	16,750			
Roadside Features	10,000			
Street Cleansing	15,000			
Cordons Farm	30,000			
	174,737	309,365		

Open Spaces Supplementary Planning Document Open Spaces Action Plan		Agenda No: 7a
Corporate Priority: Providing Green Space for Everyone to Enjoy Portfolio Area: Planning & Housing Report presented by: Councillor Lady Newton, Cabinet Member for Planning and Housing Report prepared by: Stephen Wenlock, District Landscape Architect		
Background Papers: Open Space Supplementary Planning Document 2009 Braintree Green Spaces Strategy 2008		Public Report
Options: 1) To receive and adopt the Open Spaces Action Plan 2015 2) To receive and not adopt the Open Spaces Action Plan 2015		Key Decision: No
Executive Summary: 1) This report introduces the 2015 edition of the Open Spaces Action Plan (OSAP). 2) The Open Spaces Action Plan is a table of outline proposals for the provision and enhancement of open spaces in Braintree District. Its purpose is to demonstrate the need for these and enables Council officers to identify where financial contributions (being sought from developers under the Open Spaces Supplementary Planning Document) will be spent. 3) The proposals shown require a detailed programme of works to be drawn up and, in some cases, master planning and public consultation, and as they may be reliant on the availability of additional financial resources from grants and public sector resources, the timing of works will be dictated by the date at which sufficient financial resources are available. Members are asked to support the programme of enhancements and provision as the basis for negotiating open space contributions as a planning obligation. 4) The original document was endorsed by the Local Area Committees in September 2010, before being proposed to Cabinet who endorsed the document on the 14 th February 2011. At the time it was proposed as a document that would be regularly reviewed, updated and brought back to members accordingly. 5) It was subject to extensive revision across 2012, then annual revisions during 2013 and 2014 to keep the document current. Each revision has engaged Parish and Town councils, Ward members and BDC Officers, producing a revised edition at the start of the following year.		

6) The Open Spaces Action Plan 2015 is the third annual revision of the document and has followed the same consultation route (during 2014) as previous editions. 7) An introduction follows as if the document was new, with the general areas of revision listed at the base of this report.
Decision: To receive and adopt the Open Spaces Action Plan 2015.
Purpose of Decision: The plan forms part of the Council's evidence base for securing planning obligations from developers to enhance existing open spaces, or provide new ones. Adopting the Open Spaces Action Plan 2015 supplants the 2014 edition, updating the currently adopted information.

Any Corporate implications in relation to the following should be explained in detail	
Financial:	The Open Spaces Action Plan helps secure planning obligations from developers, bringing capital money into the council at no cost.
Legal:	The Council's Planning function requires evidence of local open space needs to support the Open Spaces Supplementary Planning Document when negotiating planning obligations. This evidence is contained in the Open Spaces Action Plan, which would also help defend legal challenge to planning decisions where a developer refuses to enter into a planning obligation for open space.
Equalities/Diversity	Access for All principals are at the core of the Council's work to design and implement the enhancements made possible by the Open Spaces Action Plan. In this way the document enables us to make our open spaces more able to meet the diverse needs of our residents. Additionally, a proportion of the entries in the Open Spaces Action Plan are directly aimed at improving accessibility to open space.
Customer Impact:	The decision will maximise the potential for enhancing open spaces or providing new open spaces for the benefit of the public.
Safeguarding:	Not Applicable.
Consultation/Community Engagement:	Parish, Town and Ward councillors as well as key Council staff have been engaged in the update process, and have been central to it.
Risks:	The current (2014) edition of the Open Spaces Action Plan is now obsolete or inaccurate in places. This could leave the Council open to challenge when negotiating planning obligations and determining the relevant planning applications. The updated version will reduce that risk by making corrections and bringing the document up to date.
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OPEN SPACES ACTION PLAN

1. Introduction

- 1.1 This report introduces the Open Spaces Action Plan (**Appendix 1**), which sets out a list of proposals for the provision and enhancement of open spaces in Braintree District. Its purpose is to demonstrate the need for these proposals and justify the open space contributions being sought from developers under the Open Spaces Supplementary Planning Document. Its primary evidence base is the Open Space Audit, which took place in 2006-07. The proposals comprise schemes that have been identified for Council-owned open spaces and schemes identified by Ward, Town and Parish council members. Members are asked to support the programme of enhancements and provision as the basis for negotiating planning obligations.

2. Background

- 2.1 The Open Spaces Supplementary Planning Document was adopted in September 2009. It gives guidance to developers on the Council's approach to seeking planning obligations to mitigate open space provision and enhancement needs arising from new development. The document explains to developers what open space is required in terms of area of land and financial contribution for different types of space. Experience in other local planning authorities, and advice received from the Council's solicitors, is that if the Council cannot demonstrate where a contribution will be spent, it will not be supported on an appeal against a refusal of permission based on a developer's refusal to enter into a Section 106 agreement.
- 2.2 Why is there a need for this Action Plan?
- (a) The Action Plan provides transparency on the Council's open space aspirations.
 - (b) It underpins the Open Space Supplementary Planning Document by indicating which schemes will be supported by Section 106 funds.
 - (c) It is evidence to support development management in negotiations for new development.
 - (d) It co-ordinates various Council functions in relation to open space and asset management.
 - (e) It meets former Scrutiny Panel recommendations.
- 2.3 The Open Spaces Action Plan lists those open spaces that require enhancement and new open spaces that would meet a recognised need. The sites are classified by the Wards as used in the Braintree Green Spaces Strategy. The table is primarily a tool to enable planning officers to direct funding to open spaces serving the Section 106 development. It will be made available on-line and therefore accessible to developers and members of the public.
- ### **3. Explanation of Table**
- 3.1 The table sets out open space proposals by Ward and ownership. For each open space or enhancement proposal the table shows an outline of proposed works to facilities that already exist (for example to increase their capacity) or proposed work to provide new facilities (for example purchasing land for new public open space, or building a new play facility). The table shows open space deficits as identified by the Green Spaces Strategy as these are clear

evidence of a particular type of need. Other supplementary details are also given, including the source of the entry and if there has been any initial public input (letters or petitions received by a Parish Council for example).

- 3.2 There is no ranking of open space proposals, as the likelihood of any proposal being implemented will depend on the availability of finance. The sources of funding of open space improvements include capital budgets of both public and private organisations, grants available from government and charitable trusts, and Section 106 receipts which are seen, in many cases, to be a topping up of shortfalls in other types of funding. Because the actions proposed in the Action Plan are reliant on the availability of financial contributions, no time scales are given for the proposals. The expiry dates for spending the existing Section 106 receipts will determine the initial priorities for the provision and enhancement of open spaces. Thereafter priorities will be dictated by time constraints on future Section 106 agreements and the availability of sufficient financial resources for the project.
- 3.3 The Action Plan will be kept under continuous review, and an annual report made to members to propose an update (new edition) to the document. In a number of areas there are no entries, generally these relate to the most rural of parishes and the least likely areas of significant growth. These have been identified with “No Response” and such indicates that there was nothing listed in the original plan and that the relevant members have not responded to the recent engagement and consultation exercises.

Parishes updated for 2015:-

- Ashen
- Bulmer
- Bures
- Castle Hedingham
- Cressing
- Earl's Colne
- Feering
- Gt Yeldham
- Little Maplestead
- Panfield
- Rayne
- Ridgewell
- Rivenhall
- Sible Hedingham
- Stisted
- Bocking Blackwater (Ward – un-parished area)
- North (Ward – un-parished area)



Braintree District Council

Open Spaces Action Plan

January 2015



www.braintree.gov.uk

Introduction

The Open Spaces Action Plan sets out a list of outline proposals for the provision and enhancement of open spaces in Braintree District. Its purpose is to demonstrate the need for the provision and enhancement of open spaces and to enable Council officers to demonstrate where financial contributions being sought from developers under the Open Spaces Supplementary Planning Document will be spent.

The proposals are set out in a table which includes schemes identified for Council-owned open spaces, schemes identified by town and parish councils and other proposed open space enhancements for which as yet there are no outline details.

The Action Plan will be under continuous review and brought back to Members for endorsement annually. The proposals shown are effectively work in hand, requiring a detailed programme of works to be drawn up and, in some cases, master planning and public consultation.

It will inform the work programme of Landscape Services, Parks & Open Spaces and Planning Policy. Because the proposals are reliant on the availability of financial contributions, from grants and public sector resources in addition to Section 106 money, the timing of works will be dictated by the date at which sufficient financial resources are available.

Members are asked to support the programme of enhancements and provision as the basis for negotiating open space planning obligations.

The document is updated annually, producing a new adopted version each year, usually in January.

Explanation of Column Headings

One of the aims we set out to achieve was to make the new Open Spaces Action Plan simple and easy to read. To do this we have set out columns with appropriate title headings to make it easier to find information. These columns are as follows:

- Ward – This shows what ward particular sites are in
- Parish – This shows what parish particular sites are in
- GSS Deficits – This shows any deficits in the area as listed in the Green Spaces Strategy (GSS)
- Location – This shows the name of the site, where it is and commonly has a GSS number (Shown in brackets)
- Improvements (to existing facilities) – Improvements needed to existing facilities e.g. bins, seating
- Improvements (new facilities) – Improvements needed that are stand-alone facilities that don't currently exist e.g. changing facilities, play areas, land purchases etc.
- Record – (Of public input) This column is for any input the public have put in e.g. a poll.
- Source – Where the information has come from e.g. Parish Council
- Ownership – Who currently owns the land e.g. BDC Ownership
- Map ref – This column shows what map you can refer to, so you can find the location e.g. Green Spaces Strategy

[Please Note – the ‘old’ Ward / Local Committee Areas noted in the GreenSpaces Strategy 2008, are used in this document in relation to open space typologies and deficits, because they cannot be related to the ward boundaries relevant as of May 2015. These areas are noted in parenthesis, and will be updated over 2015-2016, once the Green Spaces Strategy is replaced and the references within are to current ward boundaries]

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Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Bocking Blackwater			Weavers Park (10564)	formal landscape design, implementation, signage, art, seating, dog bins, additional play equipment and cycle parking	nil	None given	OSAP Version 1	BDC Ownership	None
			Bocking Blackwater (from A131 to Bradford St including belt adjacent to A131 and two woodlands and linkages)	Paths/cycleways, natural play, landscape design, implementation, seating, dog bins, signage, art, biodiversity/ habitat creation, information boards, cycle parking, addressing safety issues, interpretation and surfacing	nil	None given	OSAP Version 1	BDC Ownership	None
			Fisher Field (10562)	Signage, surfacing, paths/cycleways, cycle parking	nil	None given	OSAP Version 1	BDC Ownership	None
			Bridport Way Informal Space	Plant shrubs	nil	None given	OSAP Version 1	BDC Ownership	None
(Bocking Blackwater)									
(Bocking Blackwater)		Children's Play (-1.95Ha) Formal OS (-6.3Ha)							
Bocking North									
			Glebe Hall (60586)	Renovation, seating, landscaping and or planting. Continual enhancement required to existing equipment and facilities, replacement of bench	nil	None given	OSAP Version 1	BDC Ownership	Green spaces site location maps
			Sporting 77 field / Elizabeth II Field / BMX track(40587)	Renovation, seating, landscaping and planting Improvements required including pitch drainage, boundary enhancements + enhancements to cope with future development impacts, needs fencing off, more litter bins, signage.	Would like a permanent building for BMX track space for bike repair, kitchen, conference/ classroom to show videos and a second storey area to view the track. Privately owned scout hut in poor state of repair - rebuild and improve changing facilities.	None given	OSAP Version 1	BDC Ownership	Green spaces site location maps

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Bocking North continued			Bocking sports club	Signage and surfacing, improvements as mentioned in existing plan. Add trees to the boundary.	Storage barns and construction of access road and car parking and services to new pavilion. Build a new pavilion and demolish old pavilion and old storage barn. Add changing facilities, 5 tennis pitches and Boxing and Jujitsu clubs.	None given	OSAP Version 1	Private land Held in Trust (Deeds not seen)	None
			Bovingdon Road Open Space	nil	Secure area of semi natural green space land for public access, improve accessibility and usability	None given	Ward Members	Not in Public Ownership	None
			Ashpole road play space	To be considered for future enhancement, add dog-free zones, seats and signage	Information boards	None given	OSAP Version 1	BDC Ownership	None
			Church Lane Bocking between Nos. 127 & 125 (Polly's Hill)	Replacement of bench between telephone box and post box	nil	None given	Ward Members	Not in Public Ownership (probably highway land)	None
			Glebe Wood (60586)	nil	2 legend boards to describe the wildlife in the wood and carved wooden seats (Oak)	None given	Ward Members	BDC Ownership	None
			Bocking Sports Ground (40583)	nil	Facilities for disabled persons	None given	Ward Members	Not in Public Ownership	Green spaces site location maps
			suitable land to be identified in High Garrett	nil	Purchase land for informal public open space and children's play	High Garrett Community Association and ward councillor	High Garrett Community Association and ward councillor	n/a	n/a
(Bocking North)		Children's Play (-0.75)							

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Bocking South									
			Bradford meadows (10604)	Re-grade pond banks by outfall to make safer and more accessible. Replant dead trees. Plant lower areas where mowing is too difficult. Planting of trees and such to soften edges. Improve paths/ cycleways, natural play, landscape design, implementation, dog bins, signage, surfacing, art, biodiversity/ habitat creation & interpretation	nil	None given	Friends group via Cllr. Baugh and OSAP Version 1. BDC concept / scheme design	BDC Ownership	Green spaces site location maps
			Landscape enhancements to Gypsy Corner playing field (Tabor Avenue) (40606)	Tree planting and hedgerows and improvements to footpath link to Springwood Industrial Estate.	Container to safely store equipment, sports equipment (new goals)	None given	OSAP Version 1	BDC Ownership	None
Braintree Central and Beckers Green									
			Trottersfield (Buffer planting area with an access path)	Paths/cycleways and habitat creation, litter & dog bins, signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			St.Michaels Churchyard (80627)	Tree planting, planting and seating feature such as pergola.	nil	None given	OSAP Version 1	BDC Ownership	None
			King Georges Field & Ley Wood (40629 & 20676)	Landscape enhancements including allotments, pond improvements, playing field renovation, signage, entrance improvements and habitat creation.	Cycle or disability parking bays or safe main road crossing at the main entrance	None given	OSAP Version 1	BDC Ownership	None
			Beckers Green Road (including Tapestry Walk)	Tree planting, habitat creation, signage, improved landscaping.	nil	None given	OSAP Version 1	BDC Ownership	None
			Chelmer Road	Tree planting, habitat creation, signage,	nil	None given	OSAP Version 1	BDC Ownership	None
			Cant Way	nil	There is a need for an equipped play area to serve the Stubbs Lane/ Chelmer Road locality. This space could have new play equipment or alternatively new planting, litter bins and seating or for informal play	None given	OSAP Version 1	Greenfields community housing	None

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Braintree South			John Ray Park (from St Johns Avenue, including Heathlands and Park Drive Open Space and woodland)	Paths/ cycleways, dog bins, landscape design, implementation, signage, art, make safe, surfacing, biodiversity/habitat creation & interpretation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Milton Avenue Open Space (60647)	Play improvements with planting and new trees	nil	None given	OSAP Version 1	BDC Ownership	None
			Goldingham Hall Open Space(s) (60648 & 20649)	Play improvements with planting and new trees	nil	None given	OSAP Version 1	BDC Ownership	None
			Hillside Gardens	Landscape enhancements, habitat creation, seating and bins	Provision of cycle parking, signposting and information boards	None given	OSAP Version 1	BDC Ownership	None
(Braintree South)		Formal OS (-3.4Ha)							
(Braintree South)		Children's Play (-1Ha)							
Braintree West									
			John Ray Park (from Clap Bridge including Cemetery, Marshalls Park & Hoppit Mead)	Paths/ cycleways, dog bins, landscape design, implementation, signage, art, make safe, surfacing, biodiversity/habitat creation & interpretation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Clare Road/Pods Brook Way Play area (60621)	Planting, additional play equipment, drainage and fencing, tree cover, more litter bins and seating.	Better entrance, cycle parking	None given	OSAP Version 1	BDC Ownership	None
			Play Area at Acorn Avenue (60623)	Planting, signage, information boards, boundary enhancements	nil	None given	OSAP Version 1	BDC Ownership	None
			John Ray Wood (10728)	Planting, signage and interpretation	nil	None given	OSAP Version 1	BDC Ownership	None
(Gt. Notley/Braintree West)		Children's Play (-0.9Ha)							
(Gt. Notley/Braintree West)		Formal OS (-7.9Ha)							

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Bumpstead	Birdbrook		Baythorne End playing field, Birdbrook	Signage, surfacing, play equipment	Cycle and disability parking	None given	OSAP Version 1	Not in public ownership	None
	Helions Bumpstead		Allotments	nil	Purchase of land, provision for allotments to residents	Survey filled out by residents	Parish Council	nil	None
			Cycle Track	nil	Provision of purpose built cycle track to Haverhill	None given	Parish Council	nil	None
			Hedgerows	Improving and planting hedgerows within Helions Bumpstead	nil	None given	Parish Council	nil	None
			Sports Facilities	nil	Provision of additional sports facilities for young people	Survey filled out by residents	Parish Council	nil	None
			Woodland	nil	Purchase of land for planting woodland	Survey filled out by residents	Parish Council	nil	None
			No specific site identified	nil	Actively looking for land for allotments	Taken from Helions B PARISH PLAN	nil	-	-
			Helions Bumpstead - Conservation Area	Actively looking for land for a nature conservation area	Purchase of land for use of nature conservation area	Taken from Helions B PARISH PLAN	Parish Council	nil	None
	Steeple Bumpstead		River side Walk (50343)	Surface and vegetation improvements to make a serviceable path	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Lily Corner, Water Lane, Steeple Bumpstead	Signage	Safe road crossing	None given	OSAP Version 1	BDC Ownership	None

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Bumpstead continued	Sturmer		Disused Railway Line Walk, Sturmer (30355)	nil	nil	None given	Parish Council	nil	None
			Sturmer Common	nil	nil	None given	Parish Council	nil	None
			Redundant Allotment Gardens, Crunch Croft Estate (70353)	nil	Possible extension	None given	Parish Council	nil	None
			New Sports or Football Play Area	nil	nil	Surveys and individual requests	Parish Council	nil	None
			Sturmer Common, Sturmer	Nature conservation objectives, signage seating, bins/dog bins	nil	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	None
			Sturmer Pocket Park, Sturmer	Litter bins, seating, play equipment for older children	Cycle and disability parking	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	None
			Sturmer - site to be identified	nil	New football/sports field	None given	OSAP Version 1	Not in public ownership (Deeds not seen)	None
(Sturmer)		Formal OS (-0.8Ha)							
Coggeshall	Bradwell		Church Road playing field, Bradwell (40029)	Replacement of swings	Cycle and disability parking	None given	OSAP Version 1	Privately owned; leased by Parish Council (Deeds not seen)	None
			Forge Crescent amenity space, Bradwell (50031)	Landscaping	nil	None given	OSAP Version 1	Greenfields community housing	None
	Coggeshall		School Mews, off Stoneham Street, Coggeshall	Boundary planting and seating	nil	None given	OSAP Version 1	Land owned partly by BDC and partly by the Parish Council	None
			Monksdown, Coggeshall	Litter bins & seating	Disability access	None given	OSAP Version 1	Greenfields community housing	None
			Amenity Greenspace, Jaggards Road, Coggeshall (50081)	Litter bin	nil	None given	OSAP Version 1	Greenfields community housing	None
			Vicarage Field, Coggeshall (20073)	Site renovation, interpretation, more litter bins, dog bins and seating	Cycle and disability parking	None given	OSAP Version 1	Diocesan land formerly leased to Coggeshall Parish Council (Deeds not seen)	None
(Coggeshall Village)		Children's Play (-0.56Ha)							
(Coggeshall Village)		Informal OS (-0.54Ha)							
Stisted									
NO KNOWN REQUIREMENTS									

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Gosfield and Greenstead Green	Great Maplestead		Gt Maplestead Village Playing field (40189)	Replacement of sporting and play equipment in line with schedule. Addition of surfacing and various fences as well as notice boards, bins, benches and bridges. Safety handrails	nil	None given	Parish Council	Not in public ownership	See council map
Greenstead Green and Halstead Rural									
NO KNOWN REQUIREMENTS									
	Gosfield		The Spinney (adj. to 40174)	nil	Purchase and use as public open space	None given	Parish Council	Not in public ownership	Green spaces site location maps
(Gosfield)									
(Gosfield)		Informal OS (-0.24Ha)							
		Children's Play (-0.2Ha)							
	Little Maplestead		Playing Field, School Road CO9 `2RY	Fencing and renovation of exit, including the chain link fence to the rear boundary of the playing field	nil	None given	Parish Council	-	-
			'The Old Traveller Site' on A131	Improvements to facilitate public access and improvement in biodiversity	-	none	Parish Council	Parish Council (deeds not seen)	none
(Hedingham and Maplestead)		Children's Play (-0.8Ha)							
Great Notley and Black Notley									
	Black Notley		Parish Council Playing Field (40020)	New fencing	nil	None given	Parish Council	Parish Council owned (Deeds not seen)	See council map / Green spaces site location maps
			Old Hospital Site (10018)	Protection of site from encroachments such as car parking	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Old Hospital Site (10019)	Protection of site from encroachments such as car parking	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Allotments (70014)	Protection of site	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Great Notley and Black Notley continued	Black Notley		Cokers Peace (20027)	Tree and shrub planting, make accessible for public use and suitable for wildlife to inhabit, signage, wheelchair access, planting, seating, bins and dog waste bins	Parking	None given	Parish Council + OSAP Version 1	Parish Council owned (Deeds seen)	See council map / Green spaces site location maps
			John Ray Walk, Mary Ruck Way, Black Notley (30025)	To be considered for future enhancement, litter and dog waste bins	nil	None given	OSAP Version 1	BDC Ownership	None
			John Ray Millennium Green, Black Notley (50017)	To be considered for future enhancement, signage, first aid equipment, surfacing, seating, litter bins and dog waste bins	Cycle and disability parking	None given	OSAP Version 1	Owned by Millennium trust (Deeds not seen)	None
	Great Notley		Amenity green space - Buttermere White Court (20664)	Pond nature conservation	First aid/emergency equipment, railings and litter bins, first aid/emergency equipment on site and information	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Land at the rear of Pintail Crescent (30837)	nil	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Rydal semi-natural green space White Court (20663)	nil	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School (10847)	Fencing, railings, bins, seating, playing pitch improvement	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School (50870)	Fencing, railings, bins, seating, playing pitch improvement	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School (60871)	Fencing, railings, bins, seating, playing pitch improvement	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School (40848)	Fencing, railings, bins, seating, playing pitch improvement	nil	None given	Parish Council	County Ownership	Green spaces site location maps
			Green and green spaces adjacent to Community Centre (40670)	Work required to improve hedges and fences in this area	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Great Notley Country Park (10674)	Signage, litter bins	Information Facilities	None given	OSAP Version 1	BDC Ownership	None

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Great Notley and Black Notley continued									
(Gt. Notley/Braintree West)		Children's Play (-0.9Ha)							
(Gt. Notley/Braintree West)		Formal OS (-7.9Ha)							
Halstead St Andrew	Halstead		River walk (30746 + 30754)	Improve river walk and access. Path and access improvements, signage, lighting, Interpretation, natural play, better design, boundary enhancements, habitat management, public awareness (highlighting connectivity to town centre, schools and Halstead Town FC etc... Allotment extension.	Provision for cycle parking and safe cycle ways, first aid equipment/information, bins/dog bins and seating	Taken from Halstead PARISH PLAN	OSAP Version 1	BDC Ownership	-
			Halstead Cemetery (80762)	Landscape enhancements including habitat creation and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			Colne Road Allotments	Upgrade facilities	nil	None given	OSAP Version 1	BDC Ownership	None
			Mill Chase Playing Field (60748)	Habitat creation. Refinish goal posts, add rebound panels. Rework secondary entrance, signage, improve fencing and legibility of main entrance. Finish surfacing paths.	Cycle parking	None given	OSAP Version 1	BDC Ownership	None
			Coggeshall Pieces	Boundary enhancements, further surfacing, seating, bins and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			Slough Farm Road (60800)	Future enhancement, planting, habitat creation, signage to river walk	nil	None given	OSAP Version 1	BDC Ownership	None
			Ramsey School playing fields (40741)	Boundary planting to three sites	nil	None given	OSAP Version 1	County Council owned land	None
			Courtaulds Sports Ground, Colchester Road (40752)	Upgrade of 2 grass tennis courts to multi use, football pitch upgrade. Boundary planting, drainage, minor car park improvements	Cycle and disability parking	None given	OSAP Version 1	Trust owned land (Deeds not seen)	None
			Disused Railway (30765)	New footbridge crossing, access works, path improvements	nil	None given	OSAP Version 1	Not in public ownership (Deeds not seen)	None
			No specific site identified	nil	Town should have a nature park	Taken from Halstead PARISH PLAN	nil	-	-

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Halstead St Andrew continued	Halstead								
			Sport Ground	Improve entrance and exit		Taken from Halstead PARISH PLAN	nil	-	-
			No specific site identified	nil	Need new public tennis courts	Taken from Halstead PARISH PLAN	nil	-	-
(Halstead St Andrews)		Children's Play (-0.4Ha)							
(Halstead Urban Area)		Parks and Gardens (-10.88Ha)							
(Halstead Urban Area)		Natural Semi-Natural Greenspace (21.32Ha)							
(Halstead Urban Area)		Outdoor Sports Provision (-3.00Ha)							
(Halstead Urban Area)		Amenity Green Space (-4.83Ha)							
(Halstead Rural Area)		Natural Semi-Natural Greenspace (-33.24Ha)							
(Halstead Rural Area)		Amenity Green Space (-5.06Ha)							
(Halstead Rural Area)		Children's Play (-2.11Ha)							
Halstead Trinity									
	Halstead		King Georges Playing Field, Kings Road (40770)	Boundary shrub, tree and bulb planting, disability swing, signage to town, renovation of secondary entrances	Cycle parking	None given	OSAP Version 1	BDC Ownership	None
			Ramsey Road Recreation Ground (60789)	Upgrade / rebuild skate facility and tarmac areas - paths - basketball - parking. Upgrade boundary planting, inc trees and bulbs and add signage and another form of play, such as a trim trail. Add habitat areas.	Improve parking area, include cycle and disability parking	None given	OSAP Version 1	BDC Ownership	None
			Firwoods Road	Seating, and judicious vegetation clearance around the pond to open up the space	nil	None given	OSAP Version 1	BDC Ownership	None
			Public Gardens	Upgrade to tennis court area	nil	None given	OSAP Version 1	BDC Ownership	None
			Windmill Road Open Space / Spancey Court	Natural Play / Bike Track / Trim Trail, diversify planting, seating and signage.	nil	None given	OSAP Version 1	Greenfields community housing	None
(Halstead Trinity)		Formal OS (-7.7Ha)							
(Halstead Trinity)		Children's Play (-0.24Ha)							

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Hatfield Peverel and Terling									
SEE RESPONSE FOR TERLING									
	Fairstead								
	Faulkbourne								
NO KNOWN REQUIREMENTS									
	Hatfield Peverel		Hadfielda Square, The Street – adjoining above open space No (50214)	Improvement works to existing paved area in front of shops as area uneven or upgrade with new paving, additional seating and upgrade of cycle rack	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Strutt Memorial playing field and Village Hall car park, Maldon Road – Sports and Recreational Facilities No (40215)	Provision of new tennis court, improvement to existing play area, additional seating, widen footpath from Village Hall to School and duck pond to incorporate cycle path, and landscaping work, tree planting	Replacement of dilapidated football club pavilion with new Parish Council office and meeting room,	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Two Allotment Sites, Church Road – Allotment Nos (70218) and (70220)	Improvement and provision of amenities and utilities ie toilets, water and electricity, and improvement of access to sites	nil	None given	Parish Council	Strutt & Parker (Deeds not seen)	Green spaces site location maps
			Existing cemetery and proposed extension to cemetery, Church Road – Burial Ground No (80217)	Planting, upgrade of existing fencing, and provision of new fencing and additional seating	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Duck pond – off Strutt Memorial Playing Field, Maldon Road - Sports and Recreational Facilities No (40215)	To purchase area not owned by Parish Council, clearance of overgrown vegetation, cultivate, fence and plant, improvement works to sloping footpath leading from Laburnham Way, improve lighting and provision of an information board on wildlife in the area	nil	None given	Parish Council	Hatfield Peverel Parish Council and Braintree District Council (Deeds not seen)	Green spaces site location maps
			Nounsley Play Area, Ulting Road – Sports and Recreational Facilities No (40272)	Additional play equipment and planting	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Hatfield Peverel and Terling continued									
	Hatfield Peverel		Hadfelda Square, The Street – adjoining above open space No (50214)	Improvement works to existing paved area in front of shops as area uneven or upgrade with new paving, additional seating and upgrade of cycle rack	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Strutt Memorial playing field and Village Hall car park, Maldon Road – Sports and Recreational Facilities No (40215)	Provision of new tennis court, improvement to existing play area, additional seating, widen footpath from Village Hall to School and duck pond to incorporate cycle path, and landscaping work, tree planting	Replacement of dilapidated football club pavilion with new Parish Council office and meeting room,	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Two Allotment Sites, Church Road – Allotment Nos (70218) and (70220)	Improvement and provision of amenities and utilities ie toilets, water and electricity, and improvement of access to sites	nil	None given	Parish Council	Strutt & Parker (Deeds not seen)	Green spaces site location maps
			Existing cemetery and proposed extension to cemetery, Church Road – Burial Ground No (80217)	Planting, upgrade of existing fencing, and provision of new fencing and additional seating	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Duck pond – off Strutt Memorial Playing Field, Maldon Road - Sports and Recreational Facilities No (40215)	To purchase area not owned by Parish Council, clearance of overgrown vegetation, cultivate, fence and plant, improvement works to sloping footpath leading from Laburnham Way, improve lighting and provision of an information board on wildlife in the area	nil	None given	Parish Council	Hatfield Peverel Parish Council and Braintree District Council (Deeds not seen)	Green spaces site location maps
			Nounsley Play Area, Ulting Road – Sports and Recreational Facilities No (40272)	Additional play equipment and planting	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Keith Bigden Memorial Ground, Wickham Bishops Lane – Sports and Recreational Facilities No (40993)	Area to be extended to include the new football ground on Map 43, provision of new play equipment and additional seating	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
Ward	Parish	GSS deficits	Location	Improvements required	Improvements required	Record	Source	Ownership	Map ref

		(general ward / parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Hatfield Peverel and Terling continued									
	Hatfield Peverel		Country Park, Wickham Bishops Lane – Parks & Gardens – informal open space (Area to be identified Map 43 currently shown as Gravel Pit)	To complete restoration of site and removal of bunds from front of site, landscape and planting of additional trees and shrubs, provision of seating, picnic tables and benches, erection of entrance gates, contours for the two fishing lakes, information signs and safety notices.	nil	None given	Parish Council	B Dannatt Ltd / Danbury Haulage (Deeds not seen)	-
			New Permissive Footpath – Maldon Road/Wickham Bishops Lane (Footpath to be identified)	Provision of planting and landscaping, fencing, and signage	nil	None given	Parish Council	Ulting Trust/ Strutt & Parker	-
			The Green, Ulting Road – Amenity Greenspace No (50216)	Provision of additional seating	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Cricknet Ground, Church Road – Sports and Recreational Facilities No (40229)	Provision of seating	nil	None given	Parish Council	Strutt & Parker	Green spaces site location maps
	Terling		Football Field (1) (40367)	Improvements to playing surface, changing facilities, parking provision and public access, landscaping, signage, first aid emergency equipment, surfacing, railings, renovation of changing facilities, improvements to pitch	No cycle parking, Graffiti/vandalism/ASB problem	None given	Parish Council + OSAP Version 1	Not in public ownership	Green spaces site location maps
			Cricknet Field (2) (40371)	Improve car park provision	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Playground (3) (60370)	Improve public access and provide new equipment	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Tennis Courts (4) (40368)	nil	Provision of new changing facilities	None given	Parish Council	Not in public ownership	Green spaces site location maps
Ward	Parish	GSS deficits	Location	Improvements required	Improvements required	Record	Source	Ownership	Map ref

		(general ward / parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Hatfield Peverel and Terling continued									
	Terling		Swimming pool (5) (40369)	upgrade this community resource	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			River walk (6) (20989)	Improve public access - Provision of pedestrian bridges, signs and seating area	nil	Public consultation	Parish Council	Not in public ownership	Green spaces site location maps
			Terling Ford (8) (50959)	Crossing to riverbanks, seating, signage and protection of landscape areas. Improve Access and Egress	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Allotments (8) (70359)	Improve seating, central composting areas, parking and landscaping. Provide additional allotment plots	nil	Public consultation	Parish Council	Not in public ownership	Green spaces site location maps
			School Green (10) (50360)	Provision of village directional signage	nil	Public consultation	Parish Council	Not in public ownership	Green spaces site location maps
			Flacks Green (12) (50363)	Protection of perimeter from traffic erosion. Village signage provision	nil	Public consultation	Parish Council	Not in public ownership	Green spaces site location maps
			Gambles Green (13) (50362)	Physical measures to stop parking on greensward and at side of the road	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Land not identified, Terling	Would like to meet the demand for allotments	nil	None given	OSAP Version 1	Not in public ownership (Deeds not seen)	None
White Notley									
NO KNOWN REQUIREMENTS									
(Witham Rural Area)		Parks and Gardens (-18.01)							
(Witham Rural Area)		Natural Semi-Natural Greenspace (-26.29)							
(Witham Rural Area)		Amenity Green Space (-5.89Ha)							

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Hedingham	Castle Hedingham		Playing Field, St James' Street (40054)	Both areas publically accessible, but privately owned. If developed the village would have no POS, dog / litter bins, seating, surfacing Play Equipment Improvement. Purchase of one space if the other is developed on, need for litter bins	Cycle and disability parking, first aid emergency equipment/information	None given	Parish Council + OSAP Version 1	Not in public ownership	Green spaces site location maps
			Land adjacent to village hall (50055)		Cycle parking	None given	Parish Council + OSAP Version 1	Not in public ownership	Green spaces site location maps
			New Park and Deer Park Close playing field (50057)	Facilities could be improved in a manner that respects the recreational space	nil	Taken from Castle Hedingham VILLAGE DESIGN STATEMENT	nil	BDC	-
			To be identified	-	Land that could be purchased by the PC, who do not own open space in the Parish, for the development of a play area so that residents do not need to leave the parish to take their children to a play area	Frequent correspondence with local people unhappy at condition of playing field	Parish Council	TBA	nil
	Sible Hedingham		20306 and northern part of 20901 and land adjacent to 20306	nil	Purchase of land to extend the Sible Hedingham riverside walk	None given	Parish Council	Not all in Public Ownership (SHPC now own EX900677)	See GSS maps and correspond nce with SHPC
			Fronting Swan Street	nil	Premdor land to be transferred to SHPC for POS (Public Gardens currently proposes by SHPC)	None given	Parish Council	Not in Public Ownership	To be allocated
			To be allocated	nil	Provision of children's play area within Premdor development site	None given	Parish Council	Not in Public Ownership	To be allocated
			To be allocated	nil	Purchase of land to provide allotments	Allotment Association set up, long waiting list for a plot	Parish Council	Land yet to be found	Land yet to be found
			Grays Hall meadow (10309)	Establish small garden area around existing pond	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Hedingham continued									
	Sible Hedingham		Alderford brook	Open up and clear out brook	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Birds Green Village Green	nil	Purchase land	None given	Parish Council	Parish Council Owned (Deeds not seen) Title EX899026	See Parish Council corresponde nce maps
			High Street Green Village Green	nil	Purchase land	None given	Parish Council	Not in Public Ownership	See Parish Council corresponde nce maps
			Grays Hall Village Green	nil	Purchase Land	None given	Parish Council	Unregistered Land	See Parish Council corresponde nce maps
			Spring way	nil	Transfer Designated POS (condition 20 of 95/01369/FUL) to public ownership to hold and maintain for the benefit of local people	None given	Parish Council	Private Ownership	See Parish Council corresponde nce maps
			The 2nd Premdor Development	Provide public open space, access to the riverside walk, provision for allotments	nil	Taken from Sible Hedingham VILLAGE DESIGN STATEMEN T	nil	-	-
			Former cinema, Swan Street	As part of the redevelopment provide green open space	nil	Taken from Sible Hedingham VILLAGE DESIGN STATEMEN T	nil	-	-
			Oxford Meadow, Sible Hedingham	Litter bins, dog waste bins and seating	Cycle and disability parking	None given	OSAP Version 1	BDC owned land let to football club (Deeds not seen)	None
			Brook Meadow, Sible Hedingham (60315 + 50315)	Planting, signage/information boards, railings, better equipment	nil	None given	OSAP Version 1	Greenfields community housing and BDC Ownership	None
			Christmas Field, Sible Hedingham (50314)	Dog waste bin, seating	nil	None given	OSAP Version 1	Greenfields community housing	None

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Hedingham continued	Sible Hedingham		Premdor Site, Sible Hedingham	New allotments	Provision of river walk	None given	OSAP Version 1	Not in public ownership (Deeds not seen)	None
			Coopers yard, Swan Street	As part of the redevelopment provide green open space	nil	Taken from Sible Hedingham VILLAGE DESIGN STATEMENT	nil	-	-
			Willow Ground, off of Alderford Street	Improve condition to facilitate public access and then maintain as a Public open space. Retain existing use as a commercial willow growing ground	Transfer of land to Sible Hedingham Parish Council ownership from ECC	None given	Parish Council	ECC (Deeds not Seen)	None
(Hedingham and Maplestead)		Children's Play (-0.8Ha)							
Kelvedon and Feering	Feering		To be Identified	-	Identify land to allow extension to permissive path network. Deliver path improvements	Taken from Feering PARISH PLAN	-	-	-
			To be Identified	-	Identify land to purchase and deliver a community orchard	Taken from Feering PARISH PLAN	-	-	-
		(NOTE:- may need to be removed if this land becomes a residential development site in the forthcoming Site Allocations Plan)	30 acres r/o John Raven Court, Feering Hill, Feering	Proposed new open space	nil	None given	OSAP Version 1	Not in public ownership	None
			All the land from the Cricket Club extension through to Lady Meadow and the remains of the Crab-and-Winkle railway line on the south side of the current railway line (rear of Marshall Close to Station Road)	nil	Nature trail / Riverside walk and Children's play area, Football Pitches and Bowling Green	None given	Parish Council	Not in public ownership	See council map
			Area 2, Rafted path walk alongside river	Extend Rafted riverwalk path	nil	None given	Parish Council	Not in public ownership	See council map
			Areas 3 and 4, Land behind Cemetery	Add woodland / Community orchard / Sports and recreational facilities / Astroturf area / Green corridor	Add woodland / Community orchard / Sports and recreational facilities / Astroturf area / Green corridor	Request of football club	Parish Council + football club request	Not in public ownership	See council map

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Kelvedon and Feering continued	Feering								
			Car Park of Feering Community Centre	Surface the car park with a durable pourous surface to increase usage.	nil	nil	Parish Council	FPC Owned (deeds not seen)	-
			Area 5, Site between Coggeshall Road/London Road	nil	Purchase land to extend cemetery	None given	Parish Council	Not in public ownership	See council map
			Land to the east of Station Road, Kelvedon		Purchase land, and then provide non motorised access to it from Station road over the river	None	Parish Council	Private Land	nil
			Area 6, Site between Coggeshall Road/London Road	nil	Allotments	None given	Parish Council	Not in public ownership	See council map
			Area 7, Inworth road	Ensure green corridor between any new development and existing housing / Plant more trees	nil	None given	Parish Council	Not in public ownership	See council map
			Lady Meadow (20686)	nil	Purchase land for public use / nature trail / continuous walk to land south of cricket club	None given		Not in public ownership	See council map / Green spaces site location maps
			Rye Mill Lane Playing Field (40147)	Skate Park upgrade. Renovate boundary fences / entry points around the field. Fencing also to be rabbit and mole proof. Improve the Play area by remodelling the mound area including the zip-wire facility	nil	Young People Request	Parish Council	Parish Council Owned (Deeds not seen)	-

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Kelvedon and Feering continued	Kelvedon								
			Recreation Ground (40245)	Refurbishment of toilet facilities to include disabled access / improve play equipment to include disabled access / improve access to the area	nil	None given	Parish Council	Not in public ownership	See council map
			Brockwell meadows (20239)	Improve access to the area	nil	None given	Parish Council	Not in public ownership	See council map
			off The Chase, Kelvedon	To be considered for future enhancement, signage/information board, surfacing, seating	Cycle and disability parking	None given	OSAP Version 1	BDC owned land leased to Kelvedon Parish Council	None
			Glebe Road/Thorne Road, Kelvedon	To be considered for future enhancement, litter and dog waste bins	nil	None given	OSAP Version 1	Greenfields community housing	None
			Church Road amenity space, Kelvedon	To be considered for future enhancement, surfacing, litter and dog waste bins, surfacing	nil	None given	OSAP Version 1	Greenfields community housing	None
			N side of London Road, Kelvedon	Formal OS proposal.	nil	None given	OSAP Version 1	Not in public ownership	None
			No specific site identified	nil	Provide skate park/bmx facilities	Taken from Kelvedon PARISH PLAN	nil	-	-
(Kelvedon Ward)		Kelvedon	Children's Play (-1Ha)						
(Kelvedon Ward)		Kelvedon	Formal OS (-4Ha)						

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Rayne									
Bardfield Saling									
NO KNOWN REQUIREMENTS									
	Great Saling		Great Saling Playing Field (40195)	Site renovation, playing pitches renovation, more litter bins & seating and external storage space for sports equipment nil	Cycle and disability parking, play equipment	None given	OSAP Version 1 + Parish Council request	BDC Ownership	None
			nil	nil	Purchase land for allotments	6 letters from residents	Parish Council	nil	nil
	Rayne		Sports Ground (pavilion) (40283)	To support full use of the sports ground, provide an improved Parish information point, changing facilities, toilet facilities and a social area for viewing sports events and meeting after matches	Changing facilities	Rayne VILLAGE DESIGN STATEMENT	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Sports Ground (40283)	New recreational equipment. The ground has very poor drainage and an engineering drainage solution is required to keep the pitches usable year-round	nil				
			Gore Road playing field extension /Oak Meadow	Drainage and leveling for the 3nr. football pitches, a small all-weather training pitch. BMX track surface needs upgrading to a more durable surface to sustain the high-level of usage. Access to Fritch Way, nature/jogging trail, car park extension, planting and landscaping. The nature reserve needs facilities for visiting schools and interpretation panels	nil	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	None

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Rayne continued									
	Rayne		Oak Meadow	BMX track, nature reserve, additional football pitches	nil	None given	Parish Council	-	-
			Open countryside to the north and west	Tree and shrub planting required in the form of small copses and hedgerows to link existing natural features	nil	Taken from Rayne VILLAGE DESIGN STATEMENT	nil	-	-
			The Flitch Way	A more diversified management is required to encourage a mixed habitat to develop which would have more wildlife benefits	nil	Taken from Rayne VILLAGE DESIGN STATEMENT	nil	-	-
			The village - general small amenity spaces	New litter and dog waste bins, improved and extended flower beds. Physical measures to defend green spaces from vehicle parking pressure	nil	None given	Parish Council	-	-
Silver End and Cressing									
	Cressing		Jeffreys Road, Cressing, CM77 8JH	Contribution to the construction of the new village community hall, refurbishment and possible modification to play area & equipment, re-surface car park	Purchase of extra land for community use	Community consultation and surveys from residents	Parish Council	Not in public ownership	See council map
			Rainbow Field, to the rear of the Evangelical Church, the Street, Cressing	-	Purchase land, secure it with fencing, provide Public access and manage for wildlife	PC discussions with the school	Parish Council	Private Trust	See council map

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Silver End and Cressing continued									
	Rivenhall (Rivenhall End)		nil	nil	Parish Council is looking for new sites where play equipment and sports facilities can be installed in Rivenhall End	Taken from Rivenhall PARISH PLAN and as noted by the PC	Parish Council	-	-
	Rivenhall				Parish Council looking for new sites where allotments could be made	noted by the PC	Parish Council	-	-
	Silver End		Sports Ground (40328)	Surface improvements, Grass and hard surface tennis courts x 4 - surface improvements to multisurface, signage/information boards, litter and dog waste bins	Cycle and disabled parking, facilities for young people	None given	OSAP Version 1	BDC Ownership	None
			Silver Street Sports Ground (40326)	Signage/information boards	Cycle and disability parking, Graffiti/vandalism/ASB problem	None given	OSAP Version 1	BDC Ownership	None
			Temple Lane, Silver End	New allotments (big demand)	nil	None given	OSAP Version 1	BDC Ownership	None
Stour Valley North									
	Ashen		Playing Field, Upper Farm Road CO10 8JR	nil	An all-weather access track from the road to the play area required, suitable to assist mothers with prams etc. Further play equipment and a storage facility to assist full use to the playing field	None given	Parish Council	Parish Council Owned (Deeds not seen)	None
			The Waver, The Street CO10 8JN	New railing and refurbishment of the main feature	nil	None given	Parish Council	Not known	None
(Ashen)		Formal OS (-0.54Ha)							
Belchamp Otten									
NO KNOWN REQUIREMENTS									
	Belchamp St Paul		Playing field (40008)	Improvements to play area and pavilion	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
	Belchamp St Paul		Community House (40917)	Car park and tennis court renovation	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
Ward	Parish	GSS deficits	Location	Improvements required	Improvements required	Record	Source	Ownership	Map ref

	(general ward / parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Stour Valley North continued								
Belchamp Walter								
NO KNOWN REQUIREMENTS								
	Borley	Borley green (50821)	Improve landscaping, habitat and access, clear overgrown areas, dog waste bins	nil	None given	Parish Council + OSAP Version 1	BDC Ownership	Green spaces site location maps
NO KNOWN REQUIREMENTS								
NO KNOWN REQUIREMENTS								
NO KNOWN REQUIREMENTS								
	Little Yeldham	Village Green at Church Green (50268)	Regenerate and improve landscape quality	nil	None given	Parish Council	Parish Council owned (Deeds not seen)	None
		Playing Field (40270)	Regenerate and improve landscape quality	nil	None given	Parish Council	Parish Council owned (Deeds not seen)	None
		North End Village Green	Regenerate and improve landscape quality	nil	None given	Parish Council	Parish Council owned (Deeds not seen)	None
NO KNOWN REQUIREMENTS								
NO KNOWN REQUIREMENTS								
NO KNOWN REQUIREMENTS								
	Ridgewell	Village Hall Playing Field CO9 4SL (A) (40291)	Play equipment renovations and enhancements due to equipment deteriorating	More equipment to cover a larger age range, family use and that for the disabled. Creation of a new MUGA	Requests from public received by town council and Public consultation	Parish Council	Not in public ownership	See parish council map .pdf
		Ashen Road (B + C)	nil	Play area required for children	None given	Parish Council	Not in public ownership	See parish council map .pdf
	Tilbury Juxta Clare	Village Green at Tilbury Hill	Regenerate and improve landscape quality	nil	None given	Parish Council	Parish Council owned (Deeds not seen)	None
NO KNOWN REQUIREMENTS								
Stour Valley South		nil	Nothing needed	Nothing needed	None given	Parish Council	nil	nil
	Alphamstone	Turnpike allotments (70038)	Add land drainage	nil	None given	Parish Council	Not in public ownership	See council map & GSS map 60
	Bulmer							
		Coe's Meadow (10034)	Re surface car park serving the meadow. Add new play equipment including a permanent outdoor table tennis table	Play equipment	None given	Parish Council	Not in public ownership	See council map & GSS map 60

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Stour Valley South continued									
			Church Meadow (south of St Andrew's Church)	Fence around central oak tree	-	Nil	Parish Council	not known	-
	Bures Hamlet		Cambridge way (50045)	Play area required including hard surfacing for skateboarding and other uses	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Footpath from Naylands Road to Friends field (beside 'The Three Horseshoes')	Better lighting requested	nil	Taken from Bures PARISH PLAN	nil	-	-
			The Croft footpath	In need of repair. Used by visitors of the scout hut and allotments.	nil	Taken from Bures PARISH PLAN	nil	-	-
(Bures Hamlet)		Informal OS (-0.2Ha)	Gestingthorpe	nil	Provision of Allotments in the village encouraged	Taken from Gestingthorp e VILLAGE DESIGN STATEMEN T	nil	-	-
Great Henny									
NO KNOWN REQUIREMENTS									
	Lamarsh		nil	Play area required	nil	None given	Parish Council	nil	See council map
			Site to be indentified	nil	New play area	None given	OSAP Version 1	Not in public ownership	None
(Lamarsh)		Children's Play (-0.4Ha)							
Little Henny									
NO KNOWN REQUIREMENTS									
	Middleton		Route to and alongside river	The existing footpath should be enhanced by creation of a route to and alongside the river	nil	Taken from Middleton VILLAGE DESIGN STATEMEN T	nil	-	-
Twinstead									
NO KNOWN REQUIREMENTS									
	Wickham St Paul		Village green and other small areas (50391)	No improvements currently required	No improvements currently required	None given	Parish Council	Not in public ownership	Green spaces site location maps

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
The Colnes	Colne Engaine		Recreation Ground (40088)	Enhancements to swings and slide	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Football Field (40090)	Enhancements to football field parking facilities	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Village Pond	Requires dredging renovation	Shrubs to be planted	None given	Parish Council	Not in public ownership	34m north of village of green on Pebmarsh Road
			Village Welcome Signs	Small triangular areas on the entrances to the village to be enhanced with signage, shrubs, wildflowers and trees	nil	None given	Parish Council	Not in public ownership	to be located
	Earls Colne		Millennium Green (10930)	Renew of play equipment and pathways	nil	None given	Parish Council	Trust land (Deeds not seen)	Green spaces site location maps
			De Vere Road Playground (60120)	Improvements to Equipment & grounds, including Skate Park in adjacent demolished garages	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			The Croft (formerly allotments) (20125)	nil	Purchase for POS	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Village Green (North) (50122)	Improvements to quality of green	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Village Green (South) (50123)	Improvements to quality of green	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Atlas Estate Garden (10133)	General landscape improvements needed	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Nonancourt Way Playground (60116)	General landscape improvements needed	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Reuben Walk Playground (60931)	Play equipment not sufficient, more required and a general landscape quality improvement	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
Ward	Parish	GSS deficits	Location	Improvements required	Improvements required	Record	Source	Ownership	Map ref

		(general ward / parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
The Colnes continued	Earls Colne		Car Park Allotments (50131)	General landscape improvements needed	nil	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Hillie Bunnies Playground (60117)	General improvements, add gym equipment for adults, Surfacing, new railings and refurbishment of play areas	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Brickfield & Long Meadow Trust (20114)	Board walks and ground improvements, signage information boards, litter and dog waste bins	nil	None given	Parish Council + OSAP Version 1	Charitable Trust owned land (Deeds not seen)	Green spaces site location maps
			Quaker Meeting House	General landscape improvements needed	nil	None given	Parish Council	Not in public ownership	nil
	Pebmarsh		Children's playground (10277)	Consideration to be given to improvements	nil	None given	Parish Council	nil	nil
			Football ground & changing facilities (40279)	Consideration to be given to improvements	nil	None given	Parish Council		
	White Colne		Bures Road to Colne Park following the old railway line (60134)	nil	To add the proposed wildlife corridor	None given	Parish Council	County Council owned land	Green spaces site location maps
			White Colne Meadows (50988)	Signage, litter and dog waste bins, hedge gap up, tree planting, community BBQ, renovate access path 'The Chase'	Cycle and disabled parking, wheelchair access, could be used for events/activities. Provide storage for equipment to host events on the open space	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Village Green (50136)	Improvements to visual aspect by the village sign, benches, bins, notice board, boundary posts and enhancements to the parking area opposite 30/32 Colneford Hill	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Play area (Petanque Court) to the rear of of village hall, Bures Road	Renovation, fencing and land drainage	nil	None given	Parish Council	County Council owned land	nil
			Allotments (70135)	Rabbit fencing, water tank, gate and posts	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Parking area at the entrance to Yew Tree Farm on the right of the entrance	nil	nil	None given	Parish Council	Not in public ownership	nil

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
The Colnes continued	White Colne		No specific site identified	nil	New footpaths, cycle ways and disable access to the countryside should be encouraged	Taken from White Colne VILLAGE DESIGN STATEMENT	nil	-	-
	(Earls Colne)	Children's Play (-0.24)Ha							
	Three Fields								
	Finchingfield		Playing Fields (40159)	nil	Additional play equipment, cycle parking, BMX / skate equipment+ more activities	requests from young people	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Off Stephen Marshall Avenue, Finchingfield	Signage, information boards., seating, litter bins, signage, surfacing. Building and play area renovation	Cycle and disability parking	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	None
	Great Bardfield		Recreation Ground (40179)	Maintain usable condition, improvement to playground area., Access route and parking needs to be improved. Enhancement/access to conservation. Safety of facilities & equipment should be improved. Litter bins, seats and signage. Access to existing pre-school	Additional play equipment required, cycle and disability parking	None given	Parish Council	Parish Council Owned (Deeds not seen)	Green spaces site location maps
			Junior School, Great Bardfield (40185)		nil	None given	OSAP Version 1	County Council owned land	Green spaces site location maps
			Amenity land r/o Town Hall, Great Bardfield	Enhancement/access to conservation	nil	None given	OSAP Version 1	Parish Council Owned (Deeds not seen)	None
			Piper's Meadow	Reintroduction of The Great Bardfield Oxlip. Enhancement/access to conservation.	Parking/cycle parking, better railings	Taken from Great Bardfield VILLAGE DESIGN STATEMENT	OSAP Version 1	Privately owned land leased by Parish Council (Deeds not seen)	-
			Amenity land	Completion of a project	nil	None given	Parish Council	Not in public ownership	nil
			Playing field behind houses in Bendlowes Road	Pavilion needs replacement	nil	Taken from Great Bardfield VILLAGE DESIGN STATEMENT	nil	Parish Council Owned (Deeds not seen)	-

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Three Fields continued	Great Bardfield		New Sports Pavilion required	nil	New Sports Pavilion required	Taken from Great Bardfield PARISH PLAN	nil	Parish Council Owned (Deeds not seen)	-
	Panfield		Thistledown Playing Field (off of Thistledown road) CM7 5AB	Replace Notice Board at the entrance. To improve look of the space and the ability to post community notices	nil	None given	Parish Council	Panfoeld Parish Council (Deeds not seen)	None
			John Barr Playing Field (40274) CM7 5AH	Replace defunct benches x2, Add a greater range of play equipment, and replace, refurbish tired equipment. Replace existing notice board and add an additional one. Replace existing goal posts and nets	nil	None given	OSAP version 1	BDC owned land leased to Panfield Parish Council (Deeds not seen)	None
			Allotments, Panfield The Village Green, Kynaston Road CM7 5AQ	See allotments section Installation of perimeter posts to control casual carparking and allow the area to recover and be properly used as a village green	nil	-	Parish Council	not known	None
			Land at the confluence of Kynaston Road and Queens Gardens	Replace defunct bench	nil	None given	Parish Council	Not known	None
			The Bell Field, to the rear of the Bell PH	nil	Purchase of privately owned land that is heavily used by the community (at goodwill of current PH tenant) to secure it for future community use and investment	None given	Parish Council	Private Landlord (Greene King)	None
	Shalford		Shalford Playing Field (40305)	Add play equipment for older children, turn basket ball area into a multifunctional space (MUGA)	nil	None given	Parish Council	Held in Trust (Deeds not seen)	Green spaces site location maps
Wethersfield NO KNOWN REQUIREMENTS									
(Great Bardfield)		Formal OS (Marginal Deficit)							
(Great Bardfield)		Children's Play (-0.2Ha)							
(Great Bardfield)		Allotments (-0.3Ha)							
(Panfield (Village))		Formal OS (-0.4Ha)							
(Panfield (Ward))		Children's Play (-0.4Ha)							
Shalford		Informal OS (-0.25Ha)							

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham Central									
	Witham		Mill Lane Square (B)	Existing space adjoining Mill Lane bungalows, small square for small scale landscaping and seating improvements	nil	Requests from public received by town council	Town Council	Greenfields community housing	See town council map .pdf
			Land Adjoining Whetmead Nature Reserve (C) (20438)	nil	Purchase/lease existing space adjacent to 20438 (Nature Reserve). Create a link from Riverwalk to Whetmead nature reserve, stabilise ground, improve signage and make Saul's bridge more visible.	None given	Town Council	Not in public ownership	See town council map .pdf
			Land behind Gimsons (D)	nil	Purchase/lease existing space adjacent to 30437 (River walk). Cut back vegetation to improve public access.	None given	Town Council	Not in public ownership	See town council map .pdf
			All Saints Churchyard (closed) (80444)	Improvement of spatial quality and repairs to assets including gravestones	None given	Comments received from the public by the town council	Town Council	Not in public ownership	Green spaces site location maps
			Freebournes Road Industrial Estate	Buffer planting	nil	None given	OSAP Version 1	BDC Ownership	None
			Witham Town Park (10453)	Signage, seating, bins, entrance improvements	Graffiti/vandalism/ASB problem	None given	OSAP Version 1	BDC Ownership	Green spaces site location maps
			Maldon Road Sports Ground	Boundary planting and access improvements	nil	None given	OSAP Version 1	BDC Ownership	None
			War Memorial Gardens (10449)	To be transferred to WTC. Access improvement, seating and signage, tree planting.	nil	None given	OSAP Version 1	BDC Ownership	None
			Land off Greenfield	Landscape improvements, natural play, signage, paths and seating.	nil	None given	OSAP Version 1	BDC Ownership	None

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham Central continued	Witham		Blackwater Rail Trail	Bridging R Brain is short term aim. Improvements to access, signage and paths/cycleways, including cycleway from Pasture Road to Catholic Bridge and bridge across the River Brain near Blackwater Lane. Bins, dog waste bins, surfacing	nil	None given	OSAP Version 1	County Council owned land	None
			River Walk (Chipping Hill Bridge to Saul's Bridge) (30437)	Discussions over responsibility for cost of repair to cycleways underway between BDC and WTC, prior to adoption by ECC Highways. Bridges on River Walk will need replacing at some stage. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins & seating, surfacing	Car and cycle parking	None given	OSAP Version 1	BDC owned land leased to Witham Town Council (Deeds not seen)	None
			Whetmead Nature Reserve (20439)	Path and access improvements, creation of outdoor education space, habitat enhancements, buoyancy aids, interpretation, dog and litter bins	nil	None given	Town Council + OSAP Version 1	Town Council owned (Deeds not seen)	None
			Allectus Way Open Space	Landscape enhancements including play, paths/cycleway, boundaries and tree planting and habitat creation, bins and dog waste bins, path access, signage	Graffiti/vandalism/ASB problem	None given	OSAP Version 1	BDC Ownership	None
			Bramston Sports Ground, Stevens Road (40517)	Has 7 pitches that need some pitch improvement works and some new goals. ("Stevens Road site"), improvements to entrances, surfacing, building renovations, litter and dog waste bins, seating	Graffiti/vandalism/ASB problem	None given	OSAP Version 1	BDC Ownership	None
Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref

Witham Central continued	Witham		Witham Lodge Amenity Space	Planting enhancements and signage, grass areas and shrub planting	nil	None given	OSAP Version 1	BDC Ownership	None
			Claudius Way	Signage, health and safety, bins	nil	None given	OSAP Version 1	Greenfields community housing	None
(Witham Chipping Hill and Central)		Formal OS (-3.2Ha)							
(Witham Chipping Hill and Central)		Children's Play (-0.6Ha)							
(Witham Chipping Hill and Central)		Amenity Green Space (-0.6Ha)							
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
(Witham Urban Area)		Natural Semi-Natural Greenspace (-31.64Ha)							
(Witham Urban Area)		Outdoor Sports Provision (-21.00Ha)							
Witham North	Witham		50455 / Bramston Green	Landscaping/Seating/Planting	None given	Discussions between town council and local residents	Town Council	Greenfields community housing	Green spaces site location maps
			Chipping Hill Green (A on map provided by Town Council)	Existing Green space, requires stabilisation to gravel surface to stop it washing into the road. Green space needs defence from cars and renovation of weak posts. Land used for the mediaeval fayre		Comments received from the public by the town council	Town Council	Part BDC acquired in 1932, part common land with an unregistered owner	See town council map .pdf
			Ebenezer Close (60459)	Site boggy in middle and access insecure. Litter and dog waste bins, seating, signage.	nil	None given	OSAP Version 1	BDC Ownership	None

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham North continued	Witham		River Walk (Ebenezer Close to Chipping Hill Bridge) (30437)	Discussions over responsibility for cost of repair to cycleways underway between BDC and WTC, prior to adoption by ECC Highways. Bridges on River Walk will need replacing at some stage. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins & seating, surfacing	Car and cycle parking	None given	OSAP Version 1	BDC owned land leased to Witham Town Council (Deeds not seen)	None
			Glebe Crescent Cluster (2 spaces)	Tree planting, improve accessibility	nil	None given	OSAP Version 1	Greenfields community housing	None
			Braintree Road	Access and path improvements, landscape enhancements and habitat creation	nil	None given	OSAP Version 1	County Council owned land	None
			Cemetery (80405)	Tree planting, signage, access improvements	nil	None given	OSAP Version 1	BDC Ownership	None
			Rickstones Playing Field (10404 & 10397)	Signage and information boards, railings	Cycle and blue badge parking, access and recreational facilities for people	None given	OSAP Version 1	BDC Ownership	None
			Forest Road Frontage including allotments (North of Motts Lane & Cut Throat Lane)	Allotment improvements including access and fencing, seating, signage, litter and dog bins, landscaping	nil	None given	OSAP Version 1	BDC Ownership	None
			Forest Road Community Hall Area	Play and boundary improvements, landscape enhancements including tree and hedge planting, paths and seating, building renovation, railings, litter bins and dog waste bins	Cycle parking	None given	OSAP Version 1	BDC Ownership	None
			Templers (including Doorstep Green (BDC))	Boundary improvements and habitat creation	nil	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields Community Housing	None

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham North continued	Witham		Forest Road Pond	Improvements to pond and signage, planting, seating, bins, dog waste bins, paths	nil	None given	OSAP Version 1	Greenfields community housing	None
(Witham North)		Formal OS (-4.8Ha)							
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
(Witham Urban Area)		Natural Semi-Natural Greenspace (-31.64Ha)							
(Witham Urban Area)		Outdoor Sports Provision (-21.00Ha)							
(Witham Urban Area)		Children's Play (-1.73Ha)							
Witham South									
			E (Opp 21 Pelly Ave) (50553)	Plant 2-3 trees in front of a large-facing wall to create a better visual aspect	nil	None given	Town Council	Greenfields community housing	Green spaces site location maps
			Land between River (20528)	Improve access, ground stabilisation, informal walking/exercise.	Town council would like to purchase/lease the land	Comments received from the public by the town council in relation to Constance close development consultation	Town Council	BDC Ownership	Green spaces site location maps
			Pelly Avenue	To be considered for future enhancement. Entrance renovation, signage, wheelchair access, surfacing, play equipment, bins and dog waste bins, tree planting	nil	None given	OSAP Version 1	Greenfields community housing	None
			Olivers Drive noise bund	Buffer planting	nil	None given	OSAP Version 1	BDC Ownership	None
			Sauls Avenue	Landscape enhancements including tree planting and habitat creation	nil	None given	OSAP Version 1	BDC Ownership	None
			Brook Walk (Dengie Close)	Planting, tree planting, signage, information boards, surfacing, dog and litter bins	nil	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields Community Housing	None
			James Cook Wood	Path works, signage, habitat improvements	nil	None given	OSAP Version 1	Town Council owned (Deeds not seen)	None

Ward	Town	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham South continued	Witham		Carraways noise bund	Buffer planting	nil	None given	OSAP Version 1	Land owned by developers (Deeds not seen)	None
			Maltings Lane boundary planting	Buffer planting, tree planting, habitat creation	nil	None given	OSAP Version 1	Land owned by developers (Deeds not seen)	None
(Witham South)									
(Witham South)		Formal OS (-4.1Ha) Children's Play (-1.9Ha)							
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
(Witham Urban Area)		Natural Semi-Natural Greenspace (-31.64Ha)							
(Witham Urban Area)		Outdoor Sports Provision (-21.00Ha)							
Witham West									
			Land by ASDA (50509)	Improve access, to be made part of the riverwalk	Transfer land to town council ownership	None given	Town Council	BDC (Appears part-sold off)	Green spaces site location maps
			Flora Road/Bramble Road Open Space	Additional litter bins away from play area. Landscape enhancements including natural play, play, paths/cycleway, boundaries and tree planting and habitat creation, signage, surfacing, planting, seating and litter bins	More play space	None given	OSAP Version 1	BDC Ownership	None
			Spa Road Open Space, including land south of Humber Road	Additional litter bins and seating away from play area. Landscape enhancements including play, paths/ cycleway, boundaries and tree planting and habitat creation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Highfields Road (South of Chelmer Road)	Safety improvements, litter bins, dog waste bins and seating	Graffiti/vandalism/ASB problem	None given	OSAP Version 1	BDC Ownership	None
			Powers Hall End Amenity Space, Flora Road	Improve access, litter bins, dog waste bins and seating	nil	None given	OSAP Version 1	BDC Ownership	None

Ward	Town / Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Witham West continued	Witham		Powers Hall End/Rosebay Close	Access paths, play area improvements, planting and habitat creation	Cycle and disability parking	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields Community Housing	None
			Land owned by Greenfield Community Housing	Include cycleway from Spa Road to Blunts Hall Road, bins, dog waste bins and seating	nil	None given	OSAP Version 1	Greenfields community housing	None
			Land to S & W, Pennyroyal Crescent	Planting, surfacing, bins and dog waste bins	nil	None given	OSAP Version 1	Greenfields community housing	None
			Powers Hall End Playing field, (Powers Hall Junior School)	Boundary planting		None given	OSAP Version 1	County Council owned land	None
			Rugby Playing Fields, Spa Road (not for use by general public)	To be considered for future enhancement, signage/information of boards, renovation of sports pavilion and playing pitches litter bins and seating	Cycle and disability parking	None given	OSAP Version 1	Not in public ownership	None
(Witham West)									
(Witham West)		Children's Play (-1Ha) Formal OS (-4.3Ha)							
(Witham Urban Area)									
(Witham Urban Area)		Parks and Gardens (-25.02Ha) Natural Semi-Natural Greenspace (-31.64Ha)							
(Witham Urban Area)		Outdoor Sports Provision (-21.00Ha)							
(Witham Rural Area)									
(Witham Rural Area)		Parks and Gardens (-18.01) Natural Semi-Natural Greenspace (-26.29)							
(Witham Rural Area)		Amenity Green Space (-5.89Ha)							
(Witham Rural Area)		Parks and Gardens (-18.01)							
(Witham Rural Area)		Children's Play (-1.91Ha)							
Yeldham									
	Great Yeldham								
			A. Bowtell's Meadow (40197)	Make open for public use + renovate to increase public use - more play equipment, seating, bins/dog bins, surfacing, signage (which will be owned on the land by the PC)	Purchase land from landowner, new play area required (not sure if already have one)	Taken from Great Yeldham PARISH PLAN	Parish Council	Private ownership (Title EX639548)	See council map / Green spaces site location maps
			'B' (See map provided to BDC by the PC)	To become a managed conservation area of interest for residents	Purchase land from landowner	None given	Parish Council	Not in public ownership	See parish council map .pdf

Ward	Parish	GSS deficits (general ward / parish)	Location (ref GSS map)	Improvements required (to existing facilities)	Improvements required (new facilities)	Record (of public input)	Source (of entry)	Ownership (of relevant land)	Map ref
Yeldham contined	Great Yeldham		no specifics	Provide allotments	Purchase / receive land from landowner	Taken from Great Yeldham PARISH PLAN	-	Private ownership	None
			'Recreation Ground'	Add Zip Wire	nil	Taken from Great Yeldham PARISH PLAN	-	-	None
(Great Yeldham)		Formal OS (-1.6Ha)							
Stambourne									
NO KNOWN REQUIREMENTS									
	Toppesfield (Gainsford End)		The Recreational Ground off Gainsford End Road, Gainsford End (60375)	Better access required.. Implement recommendations from annual ROSPA report	Play equipment required to cover a range of ages	Supported by evidence gathered in the Parish planning process	Parish Council	Not in public ownership	Green spaces site location maps
	Toppesfield		The Recreational Ground off Church lane, Toppesfield (40958)	Better access required. Re development of Pavilion at Recreational area is required. Implement recommendations from annual ROSPA report.	Play equipment required to cover a range of ages	Supported by evidence gathered in the Parish planning process	Parish Council	Not in public ownership	Green spaces site location maps
			Central Toppesfield Recreation area	Repair and update the pavilion in the recreation area, providing an on-site changing area	nil	Taken from Toppesfield and Gainsford end PARISH PLAN	nil	-	-
			Central Toppesfield Recreation area	Update playground equipment to a safe level	nil	Taken from PARISH PLAN	nil	-	-
			No specific site identified	nil	Interest in a wildlife refuge	Taken from PARISH PLAN	nil	-	-
			No specific site identified	nil	Outdoor physical exercise equipment for adults	Taken from PARISH PLAN	nil	-	-
			Land next to the Central Toppesfield Recreation area	nil	Car parking required for playing fields	Taken from PARISH PLAN	nil	-	-
			No specific site identified	nil	Paved area required for basketball/netball	Taken from PARISH PLAN	nil	-	-



Braintree District Council

Allotments

Open Spaces Action Plan



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Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Bocking Blackwater		Marks Farm Allotments, Coggeshall Road, Braintree, CM7 9EG (GSS Map Ref:- 70644)		12	62		BDC Ownership	nil	BDC Parks & Open Spaces
			Allotments (-1.7Ha)						
Bocking North									
		Church Street Allotments, Church Street, Bocking , Braintree, CM7 5LH (GSS Map ref:- 70591)		2	10		BDC Ownership	nil	BDC Parks & Open Spaces
	(Braintree Urban Area)		Allotments (-0.8Ha)						
Bocking South									
		Bunyan Road Allotments, Bunyan Road, Braintree, CM7 2PJ (GSS Map Ref:-70619)		6	46		BDC Ownership	nil	BDC Parks & Open Spaces
		Dukes Road Allotments, Dukes Road, Braintree, CM7 5UE (GSS Map Ref:- 70614)		21	73		BDC Ownership	nil	BDC Parks & Open Spaces
		Rose Hill Allotments, Rose Hill, Braintree, CM7 3RS (GSS Map Ref:- 70651)		23	77		BDC Ownership	nil	BDC Parks & Open Spaces
		Station Field Allotments (Site 1), Station Approach, Braintree, CM7 6QL (GSS Map Ref:-70625)		22	81 (waiting for either site)		BDC Ownership	nil	BDC Parks & Open Spaces
		Station Field Allotments (Site 2), Station Approach, Braintree, CM7 6QL (GSS Map Ref:-70625)		17			BDC Ownership	nil	BDC Parks & Open Spaces
Braintree Central and Beckers Green									
			Allotments (-1.7Ha)						
Braintree South									
	Braintree South	Byron Close, Braintree (GSS Map Ref:- 70650)		4	0		Greenfields Community Housing	nil	Ronda Tuck
	(Braintree South)		Allotments (-0.9Ha)						
Braintree West									
	(Braintree Urban Area)		Allotments (-0.8Ha)						

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Bumpstead									
	Birdbrook			0	0	NO ALLOTMENTS		nil	Parish Council
	Helions Bumpstead				12	NO KNOWN ALLOTMENTS			
	Steeple Bumpstead	North Crescent Allotments, North Crescent, Steeple Bumpstead, CB9 7DL (GSS Map Ref:-70335)		7	14	Water Supply	BDC Ownership	nil	BDC Parks & Open Spaces
	Sturmer			0	0	NO ALLOTMENTS		nil	Parish Council
Coggeshall									
	Bradwell			< 29	nil	nil	Parish Council (Deeds not seen)	nil	Parish Council + BDC Planning officer
	Coggeshall	Tey Road and Butt Field - near local Church (GSS Map Ref:-70067)		108	11	nil	Parish Council (Deeds not seen)	nil	Parish Council
		Churchfield Road (GSS Map Ref:-70063)					Parish Council (Deeds not seen)	nil	Parish Council
Gosfield and Greenstead Green		The Hamlet on Kelvedon Road (GSS Map Ref:-70066)		108	2	nil	Parish Council (Deeds not seen)	nil	Parish Council
	Stisted					NO KNOWN ALLOTMENTS			
	Great Maplestead			0	0	NO ALLOTMENTS		nil	Parish Council
	Greenstead Green and Halstead Rural Area	(GSS Map Ref:-70213)							Green spaces site location maps
(Gosfield)	Gosfield	(GSS Map Ref:-70173)		18		nil	Parish Council (Deeds not seen)	nil	Parish Council
			Allotments (-0.14Ha)						
	Little Maplestead			0	0	NO ALLOTMENTS		nil	Parish Council
(Hedingham and Maplestead)			Allotments (-0.6Ha)						

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Great Notley and Black Notley									
	Black Notley	John Ray Gardens Allotments, Bedells Avenue, Black Notley, Braintree, CM77 8LZ (GSS Map Ref:-70014)		8	14		BDC Ownership	nil	BDC Parks & Open Spaces
	Great Notley			0	30	NO ALLOTMENTS		nil	Parish Council
	(Gt. Notley/Braintree West)		Allotments (-1.4Ha)						
Halstead St Andrew									
	Halstead	A. Colchester Road (Stat) (GSS Map Ref:- 70815)		39	3		BDC Ownership (Leased to Town Council)	nil	Town Council
		C. Parsonage Street (GSS Map Ref:- 70743)		61	8		BDC Ownership (Leased to Town Council)	nil	Town Council
		D. Colchester Road (Housing) (GSS Map Ref:-70759)		12	3		BDC Ownership (Leased to Town Council)	nil	Town Council
		E. Upper Fenn Road (GSS Map Ref:- 70744)		10	3		BDC Ownership (Leased to Town Council)	nil	Town Council
					12 people have no preference and are on the waiting list for either A, B, C, D or E				
		F. Hedingham Road (GSS Map Ref:- 70766)					The Horticultural Society	nil	Town Council
Halstead Trinity									
	Halstead Trinity	B. Mitchell Avenue (GSS Map Ref:- 70786)		56	9		Town Council (Deeds not seen)	nil	Town Council

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Hatfield Peverel and Terling									
	Fairstead			0	0	NO ALLOTMENTS		nil	Parish Council
	Faulkbourne					NO KNOWN ALLOTMENTS			
	Hatfield Peverel			180					Parish Council
	Terling			0	0	NO ALLOTMENTS		nil	Parish Council
	White Notley	Vicarage Avenue Allotments, Vicarage Avenue, White Notley, CM8 1SB (GSS Map Ref:-70383)		16	3		BDC Ownership	nil	BDC Parks & Open Spaces
Hedingham									
	Castle Hedingham			0	0	NO ALLOTMENTS		nil	Parish Council
	Sible Hedingham			0	long (SHALGA)	NO ALLOTMENTS		nil	Parish Council
	(Hedingham and Maplestead)		Allotments (-0.6Ha)						
Kelvedon and Feering									
	Feering	The Green (GSS Map Ref:-70143)				nil	Parish Council (Deeds not seen)	nil	Parish Council
		21 Water Mill Road				nil	Parish Council (Deeds not seen)	nil	Parish Council
		12 Greenways				nil	Parish Council (Deeds not seen)	nil	Parish Council
		17 Hanover Square				nil	Parish Council (Deeds not seen)	nil	Parish Council
	Kelvedon			93	3	nil	Parish Council (Deeds not seen)	nil	Parish Council
Rayne									
	Bardfield Saling					NO KNOWN ALLOTMENTS			
	Great Saling			0	0	NO ALLOTMENTS		nil	Parish Council

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
	Rayne	Duckend Green, Shalford Road, Rayne (GSS Map Ref:-70276)		5 large plots, could be split into more	See Shalford Road allotments	Major scrub removal and a water supply	The Chelmsford Diocese, leased to the Rayne Allotment and Garden Association. (Deeds not seen.)	Ken Turner Chairman of the Rayne Allotment and Garden Association	Parish Council
		Shalford Road, Rayne (west of the Village Green) (GSS Map Ref:-70280)		72	7 from the Rayne church electoral area which is slightly larger than the parish area and 7 from outside this area	None	The Chelmsford Diocese, leased to the Rayne Allotment and Garden Association. (Deeds not seen.)	Ken Turner Chairman of the Rayne Allotment and Garden Association	Paish Council
Silver End and Cressing									
	Cressing					NO KNOWN ALLOTMENTS			
	Rivenhall	Behind Henry Dixon Hall, Rivenhall end		not known	not known	not known	Charity	nil	Parish Council
	Silver End	Silver Street Allotments (Site 1), Silver Street, Silver End, Witham, CM8 3QG (GSS Map Ref:-70320)		11	15 (waiting for either site)		BDC Ownership	nil	BDC Parks & Open Spaces
		Silver Street Allotments (Site 2), Silver Street, Silver End, Witham, CM8 3QG (GSS Map Ref:-70320)		17			BDC Ownership	nil	BDC Parks & Open Spaces
(Rivenhall)			Allotments (-0.3Ha)						
(Silver End)			Allotments (-0.3Ha)						
Stour Valley North									
	Ashen					NO KNOWN ALLOTMENTS			
	Belchamp Otten					2 ALLOTMENTS (Privately Owned)			
	Belchamp St Paul								
	Belchamp Walter			0	0	NO ALLOTMENTS		nil	Parish Council
	Borley					NO KNOWN ALLOTMENTS			

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Stour Valley North continued	Foxearth					NO KNOWN ALLOTMENTS			
	Liston					NO KNOWN ALLOTMENTS			
	Little Yeldham			0	0	NO ALLOTMENTS		nil	Parish Council
	Ovington			0	0	NO ALLOTMENTS		nil	Parish Council
	Pentlow					NO KNOWN ALLOTMENTS			
	Ridgewell			5 full - 7 half	0		Essex County Council (Deeds not seen)	nil	Parish Council
	Tilbury Juxta Clare			0	0	NO ALLOTMENTS		nil	Parish Council
Stour Valley South	Alphamstone					NO KNOWN ALLOTMENTS			
	Bulmer					NO KNOWN ALLOTMENTS			
	Bures Hamlet	Lamarsh Hill (GSS Map Ref:- 70042)			0	Running water and a secure entrance gate	Bures St Mary Parochial Church Council (Deeds not seen)	nil	Parish Council
		The Croft			0		Not in public ownership	nil	Parish Council
	Gestingthorpe			0	0	NO ALLOTMENTS		nil	Parish Council
	Great Henny			0	0	NO ALLOTMENTS		nil	Parish Council
	Lamarsh					NO KNOWN ALLOTMENTS			
	Little Henny			0	0	NO ALLOTMENTS		nil	Parish Council
	Middleton			0	0	NO ALLOTMENTS		nil	Parish Council
	Twinstead			0	0	NO ALLOTMENTS		nil	Parish Council
	Wickham St Paul					NO KNOWN ALLOTMENTS			

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
The Colnes									
	Colne Engaine	(GSS Map Ref:-70092)		22	3			nil	Parish Council
	Earls Colne	New House Road		72	2	-	Parish Council	nil	Parish Council
		Queens Road		not known	not known	-	Parish Council	nil	Parish Council
	Pebmarsh					NO KNOWN ALLOTMENTS			
	White Colne					NO KNOWN ALLOTMENTS			
Three Fields									
	Finchingfield			0	0	NO ALLOTMENTS		nil	Parish Council
	Great Bardfield	Vine Street						nil	Parish Council
	Panfield	Adj to John Barr Playing Field, Queens Gardens CM7 5AH		19	+3 un-rented plots	Addition of a lockable watermains standpipe, creation of a complete and secure fenced perimeter and provision of a lockable storage and shelter facility for allotment holders	Leased to Parish Council from BDC	nil	Parish Council
(Finchingfield) (Panfield (Village)) (Panfield (Ward))	Shalford	Clifffield Allotments, Clifffield, Shalford, CM7 5HP		7	4		BDC Ownership	nil	BDC Parks & Open Spaces
	Wethersfield								
			Allotments (-0.3Ha)						
			Allotments (-0.2Ha)						
			Allotments (-0.4Ha)						
Witham Central									
						NO KNOWN ALLOTMENTS			
	(Witham Chipping Hill and Central)		Allotments (-1Ha)						
Witham North									
		Cut Throat Lane Allotments (Site 1), Cut Throat Lane, Witham, CM8 2PX (GSS Map Ref:-70400)		82	26 (waiting for either site)		BDC Ownership	nil	BDC Parks & Open Spaces
		Cut Throat Lane Allotments (Site 2), Cut Throat Lane, Witham, CM8 2PX (GSS Map Ref:-70400)		25			BDC Ownership	nil	BDC Parks & Open Spaces

Ward	Parish	Location	GCC Defecits (general ward / parish)	No. of Plots (total)	Waiting List (no. of people waiting)	Improvements Required (to allotments)	Ownership (of relevant land)	Record (of public input)	Source (of entry)
Witham South									
						NO KNOWN ALLOTMENTS			
Witham West									
						NO KNOWN ALLOTMENTS			
Yeldham									
	Great Yeldham			0	0	NO ALLOTMENTS		nil	Parish Council
	Stambourne			0	0	NO ALLOTMENTS		nil	Parish Council
	Toppesfield					NO KNOWN ALLOTMENTS			

Minutes



Developing Democracy Group

30th March 2015

Present:

Councillors	Present	Councillors	Present
Councillor J E Abbott	Yes	Councillor M C M Lager	Yes
Councillor P R Barlow	Yes	Councillor V Santomauro	No
Councillor J C Beavis	Yes	Councillor C Siddall	Apologies
Councillor G Butland (Chairman)	Yes	Councillor G A Spray	Yes
Councillor Dr R L Evans	Apologies		

Officers in attendance: Nicola Beach, Chief Executive, Ian Hunt, Head of Governance and Emma Wisbey, Governance and Members Manager.

30 MINUTES

DECISION: That the Minutes of the meeting of the Developing Democracy Group held on 3rd February 2015 be approved as a correct record and signed by the Chairman.

31 MEMBERS - ICT SUPPORT

INFORMATION: Members were reminded a review had taken place into the way in which Member ICT access was supported.

It was proposed that Members would be supported to access Council E-Mail, the Members' portal (Hub) and other resources using their own equipment. Solutions would be tailored to each individual Member's needs. The proposal would include providing Portfolio Holders with a tablet to support their role and provide an allowance for all other Members, linked to support, to enable the use of their own devices. Within the first two weeks of the new Civic, Year each Member would be given the opportunity to discuss their technology requirements with Officers.

The Council's ICT Team would be the first point of contact for Members for support requirements. However, hardware and software support would not be provided for non-Braintree District Council technology, eg. issues with broadband connection, access to non-Council E-Mail/websites. To enable Members to access their E-Mails securely, a mobile device management (MDM) system would be implemented. This would enable Members to receive E-Mail automatically on their own devices (smartphones and tablets).

It was noted that the ICT and Member Development teams were working together to develop a full training package for Members. Furthermore, it was proposed that the current reimbursement of Member broadband costs should be assimilated into a new

allowance to facilitate communications. The proposed allowance would be £20 per month, or £240 per annum and it would be paid to all Members.

It was reported that the costs of the technical elements of the proposal had been covered via a capital budget bid of £52,000 and a revenue budget bid of £24,000.

Both the Member Development Working Group and the Independent Remuneration Panel had been consulted and had supported the approach.

DECISION:

- (1) That the mechanism for the delivery of Member ICT be endorsed.
- (2) That the budget implications of the scheme be noted.

REASON FOR DECISION: To enable effective communication by Members using appropriate digital resources.

32 **CONSTITUTION - UPDATE**

INFORMATION: Further to the previous reports to Committee on this topic Members were advised that on 16th April 2012, the Council had adopted a new form of its Constitution which had reorganised the layout of the document. It had also incorporated a number of other minor changes. The Constitution had been further revised on 11th June 2012 to incorporate changes in relation to Member conduct. In preparation for the new Council following the District Council Election in May 2015, and as a result of some changes in legislation, it was considered appropriate to update the Council's constitution again.

In particular, it was proposed to change the Scheme of Delegation for the determination of planning applications in order to create a more effective and efficient delegation process to meet current needs and the anticipated increase in and complexity of applications. A general revision and update was also proposed to incorporate changes to legislation and contract procedure rules, and proposals by the Independent Remuneration Panel with respect to Members' allowances.

Concern was raised by Members that the role of Parish Councils was diminished, particularly given the level of consultation responses.

In debate Members recognised the role of the Parish Councils as statutory consultees, but acknowledged that they needed to provide full and clear responses on valid material planning grounds in order for their views to carry significant weight within the planning process. Members noted the limited attendance at Planning Committee by Parish Councils as another factor to be taken into account.

Members noted that the scheme of delegation was to be reviewed by the Planning Committee after six months, Members were of the view that this would give a period for reflection on the quality of the representations made and the impact of these and this could inform the review of the scheme.

The DDG therefore recommended to Council that in addition to the existing recommendation:

Applications will be determined at Officer level unless:

- A Parish Council requests in writing, with valid planning reasons within seven days of the public consultation period ending, that an application should be subject to consideration by the Committee,

Members considered that it would be appropriate that the definition of a “Key Decision” to be reviewed and agreed that this should be included in the future work programme for the new Administration.

Members considered the other changes including layout of the document.

In order to adopt the changes proposed, a report would be submitted to full Council. In this respect, Members were asked to approve the continuance of the previous practice of not incorporating a full copy of the proposed changes within the printed Council Agenda pack, but to providing an electronic version to Members instead.

Members wished to record their appreciation to Ian Hunt, Head of Governance and Emma Wisbey, Governance and Member Manager for the work undertaken in producing the revised Constitution.

DECISION:

- (1) That it be **Recommended to Council** that the revised Constitution be adopted to take effect from 8th May 2015.
- (2) That it be **Recommended to Council** that the revised scheme of planning delegation, be adopted to take effect from 8th May 2015 with the adoption of an amendment that

Applications will be determined at Officer level unless:

- A Parish Council requests in writing, with valid planning reasons within seven days of the public consultation period ending, that an application should be subject to consideration by the Committee.
- (3) That the full Constitution document be circulated in electronic form with limited numbers of printed copies available for inspection and consideration at the next Council meeting.

REASON FOR DECISION: To ensure the Council has up-to-date Constitution.

33 INDEPENDENT REMUNERATION PANEL – UPDATE

INFORMATION: Members received a verbal update on the work of the Independent Remuneration Panel (IRP) from the Head of Governance.

The Head of Governance advised that the IRP considered that the current scheme of allowances was appropriate having compared the Councils’ scheme to that of the Council’s nearest geographical and CIFPA neighbours and concluded that the current levels should be retained.

Members were advised of the headline of the IRP’s:

- That the claimable subsistence allowances remain the same

- That the Basic Allowance be retained;
- That the Special Responsibility Allowances be held at their current rates;
- That the Carer's Allowance be split into two categories - Childcare Allowance and Dependent Carer's Allowance. The Childcare Allowance be kept at a maximum of £10.00 per hour and the Dependent Carer's Allowance is based on actual cost recovery based upon need;
- That the current broadband allowance be removed;
- That a Communications Allowance is created at a fixed rate of £20 per month to support Members to provide their preferred technology to manage their role as Councillors;
- Whilst no change is proposed to the Basic Allowance, given the Ward boundary changes, the Members Allowance Scheme should be reassessed by February 2016 to consider what impact the change has had on Members.

The Final IRP's report will be presented to the Annual General Meeting of the Council on 28th May 2015. Should the recommendations of the Panel be agreed by Full Council, they will be adopted to take effect from 7th May 2015.

DECISION: Members noted the process of the IRP.

REASON FOR DECISION: To inform Members of the progress of the IRP in reviewing the Members Allowance Scheme.

34. **EXPRESSION OF APPRECIATION TO COUNCILLORS DR ROBERT EVANS AND MICHAEL LAGER**

INFORMATION: Councillor Butland as Leader of the Council and Chairman of the Developing Democracy Group wished to record Members' appreciation to Councillors Dr Evans and Lager for their contribution and services to the Development Democracy Group during the current Council term, as Councillors Dr Evans and Lager were not standing for re-election in May 2015 and would be retiring.

The meeting commenced at 5.00pm and closed at 6:12pm.

G BUTLAND
(Chairman)

Cabinet Member Decisions made under Delegated Powers	Agenda No: 10b
Corporate Priority: Portfolio Area: See body of report Report presented by: Not applicable – Report for noting Report prepared by: Emma Wisbey, Governance and Member Manager	
Background Papers: Cabinet Decisions made by individual Cabinet Members under delegated powers (signed copies retained by Governance and Members Team).	Public Report
Options: For noting only.	Key Decision: No
Executive Summary: All delegated decisions taken by individual Cabinet Members are required to be published and listed for information on next Cabinet Agenda following the decision. Since the last Cabinet meeting the following delegated decisions have been taken (details as at time of decision):- Councillor Lady Newton – Cabinet Member for Planning and Property. Decision taken on 6th May 2015 To grant a 20 year lease to Essex County Council for Great Notley Country Park. Cabinet Decisions made by individual Cabinet Members under delegated decisions can be viewed on the Access to Information page on the Council's website. www.braintree.gov.uk	
Decision: For Cabinet to note the delegated decisions.	
Purpose of Decision: The reasons for decision can be found in the individual delegated decision.	

Any Corporate implications in relation to the following should be explained in detail	
Financial:	None arising out of this report.
Legal:	None arising out of this report.
Safeguarding	None arising out of this report.
Equalities/Diversity	None arising out of this report.
Customer Impact:	None arising out of this report.
Environment and Climate Change:	None arising out of this report.
Consultation/Community Engagement:	None arising out of this report.
Risks:	None arising out of this report.
Officer Contact:	Emma Wisbey
Designation:	Governance and Member Manager
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E-mail:	emma.wisbey@braintree.gov.uk