

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council was held on Wednesday 15th January 2014 in Broomfield Village Hall, Main Road, Broomfield at 7.30 pm

Members' Present: Chairman Councillor Smith Vice Chairman Councillor Garwood
Councillors Blake, Jones, Steed, Thomson, Tranquada & Wrenn

Also Present: Councillors Aldridge & Pooley
Mrs K Hurrell (Clerk) Mrs W Martin (Deputy Clerk)

Public Question Time:

No members of public were present.

323. Apologies for absence
Apologies were received from Councillor Cockram. Councillor Garwood had recently visited Gerry and was happy to report that he is recovering very well.

324. Declarations of Interest
No declarations of interest were made.

325. To approve minutes of Broomfield Parish Council Meetings:

a. Broomfield Parish Council Meeting 18th December 2013
It was resolved that the Minutes were a true record of the meeting and were duly signed by the Chairman.

326. To co-opt new Councillor (if applicable)
No interest had been received.

327. Essex Police

a. To receive report to include incidents since the last meeting
No report had been received.

b. To review Neighbourhood Action Panel
A meeting will be held on 16th January between the Parish Council and Essex Police regarding the reinstatement of NAPs.

328. Receive report from County Councillor Aldridge for items not on agenda

a. Report on gritting on School Lane by local contractor
The Clerk reported that ECC Highways had agreed to employ the services of Freemans to clear School Lane.
ACTION: Clerk to query whether the paths are included and whether it is just snow clearance or/and gritting.
Councillor Aldridge reported that Writtle had just installed outdoor gym equipment and advised Councillors to go and view the equipment.
Council Tax - ECC agreed a 1.5% increase in Council Tax (31p per week increase for Band D properties)
Tour De France – volunteers are required
Highways – need to consider looking at the whole area around Chelmsford not just the City Centre in order to improve traffic flow. The Parish Council's request to alter the Chelmer Valley Bridge junction to enable traffic exiting the town centre to turn right and not straight on into Broomfield was suggested and Councillor Aldridge requested the Parish Council to use Broomfield's Parish Plan to highlight the Village's requests for traffic management. Councillor Blake advised that he had emailed a request to Councillor Aldridge regarding the usage of the Chelmer Valley Park and Ride to access the hospital site for staff and patients – Councillor Aldridge advised he will give this his full attention and also suggested the Parish Council write to Councillor Rodney Bass with these suggestions.

	<p>Councillor Garwood joined the meeting at 8.10 p.m.</p> <p>ACTION: JB to compose letter to Cllr Bass (cc Cllr Aldridge)</p>				
329.	<p>Receive report from City Councillors for items not on agenda</p> <p>Councillor Pooley reported that the Copperfield Road new housing development will take place before the Broomfield Place development. He was disappointed that ECC Highways had not put forward any proposals for traffic improvements which had been suggested to them. He advised that he had been approached by J's Hospice who are planning to build a new hospice in the area and had advised them to contact the Parish Council regarding their proposed plans.</p>				
330.	<p>Financial Matters</p>				
a.	<p>To receive Financial Report for December 2013</p> <p>It was resolved to approve the Financial Report for December which shows the following balances as at 31st December 2013:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Current Account</td> <td style="text-align: right;">£42,219.22</td> </tr> <tr> <td>NSB Earmarked Reserve Account</td> <td style="text-align: right;">£138,573.77</td> </tr> </table> <p>The total expenditure for December was £23,748.80 and income received of £417.74.</p>	Current Account	£42,219.22	NSB Earmarked Reserve Account	£138,573.77
Current Account	£42,219.22				
NSB Earmarked Reserve Account	£138,573.77				
b.	<p>To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting & to approve budget control & relevant virements</p> <p>It was resolved to approve/ratify the invoices, bill payments and direct debits until 15th January 2014 totalling £25,294.27.</p>				
c.	<p>To confirm receipt of £5625 grant from Chelmsford City Council towards Precept</p> <p>The Clerk reported confirmation had been received from City Council</p>				
d.	<p>VAT Registration</p> <p>The Clerk advised that the Parish Council had been de-registered for VAT purposes. Therefore, it was agreed that Broomfield Times advertisements remain at £25 and photo copying charges will be 10p for black and white copies and 15p for colour copies. The Clerk explained that the Parish Council will still be able to claim back all VAT for non-business activities.</p>				
331.	<p>Property & Planning Matters to include:</p>				
a.	<p>To receive report from Planning Committee Meeting 8th January 2014</p> <p>Councillor Thomson had observed that the percentage breakdown of types of houses being built under planning application 13/01795/FUL Greater Beaulieu Park Zone A does not tally with requirements under NCAAP.</p> <p>ACTION: Clerk to email Karen Shearing with observations.</p> <p>AT to comment on planning consultation website</p> <p>Copperfield Road Proposed Development – Councillor Blake gave a presentation on this development which is half in Broomfield and half in Chignal. The main concerns are the traffic impact on Hollow Lane/School Lane and several suggestions were forthcoming. Councillor Blake will invite local residents from Hollow Lane to an informal meeting to discuss the traffic issues which will affect them and enable the Parish Council to represent their views in our response to the planning application. Councillor Blake will email developers with our suggestions and solution to the traffic management in the area.</p> <p>Daffy Wood – the issue of whether the Parish Council will be offered this Wood by the developers was discussed and the implications and costs involved if it was given to the Parish. If the Wood is offered it will have to come with a grant to help implement a management plan and will need to be fenced around the border. This will be discussed further at the next Civic Amenities Meeting.</p>				
b.	<p>To receive report from meeting with Chief Executive, Mid Essex Hospital Services</p> <p>Minutes were awaited from this meeting.</p>				

332.	Civic Amenities Matters (including Allotment Site) to include:
a.	<p>To receive report from Chairman</p> <p>A report had been received and circulated to Councillors which included:</p> <p>Centenary Wood: the working party had been clearing paths and pruning. An ash tree had been donated by a local resident which had been planted.</p> <p>Allotment site: ditches had been cleared and pot holes filled in on the driveway; the grass driveway to the top of the site will be discussed at the next Civic Amenities meeting as it was becoming churned up; renewal letters had been sent out and outstanding concerns will be discussed on 16.1.14 to enable the Committee to make a decision as to whether the tenancies are offered for renewal.</p> <p>Outdoor Gym Equipment: a grant application has been made to CIF. If this is unsuccessful then other grant bodies will be approached and the Parish Council will be requested to fund the installation and delivery of the equipment.</p> <p>Working Party: A meeting was arranged for 4th February 2014 at 7.30 p.m. to discuss other significant projects for the Parish Council to be involved in now that the Village Hall had been completed. All Councillors were invited to attend the meeting which will be held in the Parish Office.</p>
b.	<p>To discuss implementation of Snow Patrol</p> <p>Councillor Steed was pleased to advise that 7 volunteers had come forward to join the Parish's Snow Patrol – they had been issued with volunteer packs and snow shovels.</p>
c.	<p>To approve purchase of plaque in memory of Ken Searles</p> <p>Confirmation of wording is yet to be received from Mrs Searles. The Parish Council agreed to fund up to £50 towards the plaque (£50 had already been received from Broomfield Footpath Society).</p>
333.	Personnel Committee
a.	<p>Employment of Village Attendant</p> <p>Five applications had been received – interviews will take place for suitable applicants shortly.</p>
334.	Broomfield Village Hall Charity Management Committee to include:
a.	<p>To receive Minutes, Financial Report, Chairman's Report & update on Broomfield Village Hall redevelopment & explanation of increased development costings</p> <p>Councillor Jones was pleased to report that £5,000 will be received in compensation for the delays that were experienced with the extension and refurbishment. The senior Directors of both Blackwater and Blue Flame are involved in the on-going heating problems. The Charity would like to record their gratitude to our contractors who, despite the problems encountered were always helpful, diligent and professional.</p> <p>Bookings were increasing for the hall but the Muga upgrade has been delayed as planning permission is being sought for the new storage shed. A fund raising live band has been booked for Saturday 22nd March 2014 in the Village Hall.</p> <p>Councillor Jones explained to the Parish Council that the increased costs for the refurbishment project was mainly due to the work relating to asbestos removal but he confirmed that the Charity will require no further funds from the Public Works Board Loan.</p>
335.	<p>To receive report from Broomfield Communications Working Party (Website, Facebook & Newsletter)</p> <p>The Broomfield Parish Council Facebook page needs to be advertised more in the next issue of Broomfield Times. It was suggested that the Brumfelda History Group will put an article into the next Broomfield Times asking for parishioners who would like to share their memories of the Village so a record could be made for the Parish.</p> <p>It was suggested Selina Matthews, Editor of Broomfield Times, attends the February Parish Council meeting.</p>

	The Clerk had met with Ghost Enterprises regarding a computer maintenance contract and the purchase of new computer equipment/new website – details will be given to the next meeting.
336.	To receive report from Village Events Working Party (when applicable)
a.	Pensioners' Lunch 26th February 2014 (ticket allocation 28th January 2014 11.30 am) Two raffle prizes had been received from the Fish & Chip shop. Hughes Meats will be contacted regarding supply and cost of beef for the meal when the numbers attending had been verified.
337.	To receive reports from Councillors re areas of responsibilities:
a.	School Age Children – Cllr Tranquada – U3A will be working with Broomfield Primary School re Centenary Wood.
b.	Nursery & Childrens' Centre – Cllr Smith – a meeting had been attended which was very informative.
c.	Elderly/Care Homes – Cllr Garwood – nothing to report
d.	Football/Cricket/Police – Cllr Garwood – nothing to report
e.	Library/Public Houses – Cllr Thomson - nothing to report
f.	History & Heritage – Cllr Blake – a Brumfelda meeting will be held on Monday – speaker Neil Wiffen – The Great Agricultural Depression 7.15 p.m.
g.	Roads & Paths – Cllr Wrenn – The 30 mph sign has been replaced. The Vehicle Activated Sign at the south end of the Village is not working.
338.	To receive report from Representatives to outside bodies/charities (Woollard's Charity/Emergency Planning/Passenger Transport/Broomfield Hospital Liaison Committee/Sunflower Children's Centre (if any) The H1, H2 and H3 buses are being replaced by 40, 47 and 72 respectively.
339.	Risk Assessments undertaken since last meeting – note, if any Nothing to report.
340.	Correspondence Received – if any No correspondence had been received.
341.	To receive items for information:
a.	To receive parking enforcement figures for December 2013 Noted.
342.	Any other business for discussion purposes only & referral to next agenda No further items were discussed.
	<i>The Chairman thanked Members for attending and closed the meeting at 10 p.m.</i>