

# BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council was held on Wednesday 18<sup>th</sup> February 2015 in Broomfield Village Hall, Main Road, Broomfield at 7.30 pm

<b>Members' Present:</b>	Chairman Councillor Smith Vice Chairman Councillor Garwood Councillors Barnes Blake Carter Cockram Daden Jones Mullender Steed Thomson Tranquada & Wrenn
<b>Also Present:</b>	Mrs K Hurrell (Clerk) & Mrs W Martin (Deputy Clerk) County Cllr Aldridge & 10 members of public

## Public Question Time:

The Chairman welcomed members of public to the meeting.

Concerns were raised regarding road safety to pedestrians & other road users particularly in light of recent road traffic accidents along Main Road. Requests were made as to whether the speed limit can be reduced; pathways widened to narrow the road; reduction in HGV's; the limited visibility regarding the zebra crossing near Erick Avenue and general major safety concerns regarding children walking to school, elderly pedestrians crossing the road to access local shops and cyclists.

Concern was also raised regarding the speeding in School Lane and concern for pedestrians and cyclists using the stretch of road from the new Saxon Gate development. Lodge Buses were often seen cutting between cyclists many of whom are children cycling to Chelmer Valley High School.

A request that the national speed limit currently in existence along this stretch of road be reduced to 30 mph.

It was also requested that the 30 mph speed limit be extended up to Hospital Approach to protect pedestrians and cyclists accessing Chelmer Valley High School and Broomfield Hospital.

Councillor Blake advised that this matter will be discussed at the next Planning Committee on 4<sup>th</sup> March when requests will be put forward to the Local Highways Panel (LHP). He encouraged members of the public to provide further evidence and information to support the Parish Council. He explained that he was very frustrated as the LHP would not actually meet with the Parish Council regarding final design and position of the approved Village Gateways which are to be installed either end of the Village. He stressed he will lobby LHP and all the suggestions received this evening had also been covered in Broomfield's Parish Plan and the Parish Council are still campaigning to have all the action points made in this document implemented.

## **ACTION: Referral to the Planning Committee regarding representations to LHP**

Councillor Aldridge agreed with the points made and stressed that traffic will be increased due to further housing developments in the area which will result in some highway improvements.

He suggested a brain storming session hosted by the Parish Council is held and invite comments from parishioners at the forthcoming Annual Parish Meeting. This will give vital backing to the Parish Council's bid for improvements.

The Community Speedwatch Group advised that the Police are finally going to risk assess four other sites for them to carry out speeding checks soon and requested more volunteers to come forward.

## **ACTION: Cllr Aldridge will chase LHP for action over Village Gateways**

## **To receive presentation re artwork for Saxon Gate Development:**

Ben Stanbury and Tracey Vine gave a very informative presentation on the proposed artwork commissioned by the developers for the new Saxon Gate development. These include:

- Metal spheres depicting history of Broomfield
- Smart seats to be customised with text and photographs of late 19<sup>th</sup> century
- Mr Patch who presided over Patching Hall - the children of Broomfield Primary School will be encouraged to create a story about him.
- Log seats with mirrored surfaces with facts about the Broomfield area
- Statue of Mr Patch.

The community is invited to provide input into this project

The Chairman thanked Ben and Tracey for coming along and was encouraged that local residents are given the opportunity to provide further input.

Signed:

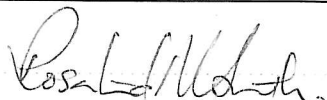
*Ros L. Smith*

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Dated:

18/3/15

363.	<b>Apologies for absence</b> Apologies were received from City Councillor Pooley.												
364.	<b>Declarations of Interest &amp; receive any Dispensation requests</b> No declarations of interest were made.												
365.	<b>To approve minutes of Broomfield Parish Council Meetings:</b>												
a.	<b>Broomfield Parish Council Meeting 21<sup>st</sup> January 2015 (taken as read)</b> It was resolved that the minutes factually correct and were duly signed by the Chairman.												
366.	<b>Receive report from County Councillor Aldridge for items not on agenda</b> Councillor Aldridge provided an update on the following matters: <ul style="list-style-type: none"> <li>▪ Police – a meeting was recently held at Writtle PC and a copy of a follow up letter sent was circulated to Members.</li> <li>▪ Broomfield School – he will provide information regarding the results of the consultation of the new school in due course. The request for the installation of bollards will be costly considering the plans for a new school to be built but encouraged other parents to report illegal parking to 101.</li> <li>▪ Street Light Glebe Crescent – he is still chasing this action and hopefully it will be repaired shortly</li> </ul>												
367.	<b>Receive report from City Councillors for items not on agenda</b> No City Councillors were present												
368.	<b>Financial Matters</b>												
a.	<b>To approve Financial Reports &amp; Bank Reconciliations for Broomfield Parish Council &amp; Broomfield Village Hall Charity Accounts against relevant Bank Statements</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Broomfield PC</td> <td style="width: 40%;">Current Account Balance</td> <td style="width: 30%;">£ 49,593.99</td> </tr> <tr> <td></td> <td>NSB Earmarked Reserves</td> <td>£124,811.85</td> </tr> <tr> <td>Broomfield Village Hall</td> <td>Current Account Balance</td> <td>£ 5,579.66</td> </tr> <tr> <td></td> <td>Deposit Account Balance</td> <td>£ 2,668.03</td> </tr> </table> <p>Councillor Cockram duly signed the reports.</p>	Broomfield PC	Current Account Balance	£ 49,593.99		NSB Earmarked Reserves	£124,811.85	Broomfield Village Hall	Current Account Balance	£ 5,579.66		Deposit Account Balance	£ 2,668.03
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b.	<b>To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting</b> It was resolved to approve/ratify the invoices, bill payments and direct debits until 18 <sup>th</sup> February 2015 totalling £7,539.92.												
c.	<b>To receive Budget Report</b> Councillor Cockram will meet with the Clerk and carry out the transfers to and from the Earmarked Reserve account and look at the Budgets in great detail before the year end – he will report back to the March Parish Council Meeting.												
d.	<b>Request from Broomfield Village Hall Charity to cover the costs of health &amp; safety checks to outdoor gym equipment</b> Councillor Tranquada has spoken to another Parish Council who has installed this equipment and was informed that they regularly use WD40 to lubricate the equipment and carry out an annual detailed inspection by an outside source. Therefore, it was resolved that no grant would be provided to Broomfield Village Hall Charity but weekly inspections will be carried out by the Village Attendant and the equipment included in the Parish Council’s annual inspection by Wicksteed Leisure Limited.												
e.	<b>Pensioners’ Lunch – report of updated costs</b> The Clerk reported she had obtained another caterer to provide lunch at a charge of £14 per head. 80 tickets have so far been sold. A request for raffle prizes was made.												
f.	<b>Police &amp; Crime Commissioner Conference at EALC £20 per delegate</b> It was agreed for Councillor Garwood to attend – anyone else who may be interested – please advise the Clerk.												

Signed: 

g.	<p><b>To consider covering cost of Eye Tests for employees using VDUs</b> It was agreed to cover cost of eye tests for the three members of staff employed by Broomfield Parish Council who use VDU monitors.</p>
369.	<p><b>Parish Council Strategy – consideration of future facilities:</b></p>
a.	<p><b>Overall Future strategy: to receive updated document</b> Councillor Blake had amalgamated three documents and provided copies to all Members. He requested that Councillors provide updates so that the document can be adjusted, if appropriate. Councillor Jones will survey other Villages where skate park/bmx tracks are installed. He said that David Smith Memorial Field will be ideal location to provide these facilities as it will negate the need to purchase or lease additional land which will be very expensive. It was stressed that these are the Parish Council’s initial ideas but is subject to a consultation with the whole Village. It was agreed to initially consult at two events which are coming up in the near future – the Annual Parish Meeting (APM) and the Pensioners’ Lunch – the APM can be a very informal meeting and can be a launch pad to ask parishioners either by questionnaire/display boards etc. <b>ACTION: JB &amp; WD to liaise to compile a questionnaire taking advice from experts at Chelmsford City Council – hopefully this will be ready to launch at the APM and also to give to younger children via schools, facebook, etc.</b> <b>Liaison with the Communications Committee over the questionnaire and the format for the APM</b></p>
b.	<p><b>Notes from meeting with Chelmsford City Council Parks</b> Councillor Jones and Smith met again with Chelmsford City Council regarding future facilities which could be provided and how to tap into their expert assistance for producing questionnaires, type of facilities to be provide, etc. Councillor Blake reminded Members that the developers of Broomfield Place will have to provide play space within this new development (apart from Section 106 monies) and he stressed the Parish Council must engage them at this stage to provide the facilities which we require to be installed.</p>
370.	<p><b>Property &amp; Planning Matters to include:</b></p>
a.	<p><b>To note Minutes</b></p>
b.	<p><b>Review of King’s Arms Public House Licensing conditions</b> Councillor Carter had had a conversation with Magistrate’s Court regarding whether representations can be made at the Appeal stage – he reported that questions would have to be put to the Magistrate on the date the Appeal is heard. The Chairman asked whether Members wished the Parish Council to write to the Magistrates Court in regard to this Appeal? It was agreed that a letter should be sent covering the following points if an Appeal is lodged:</p> <ul style="list-style-type: none"> <li>▪ The Parish Council would support a compromise between the Landlord if proactive steps to liaise with the complainants regarding noise levels under condition 1 of Chelmsford City Council’s decision (subject to conditions 2 3 4 remaining in force) are made</li> <li>▪ The Parish Council are concerned that reducing his live music nights to 18 could compromise his business in the long term and suggested one live music event per week be agreed</li> </ul> <p><b>ACTION If appeal is confirmed then write a letter from BPC to Magistrates supporting a compromise on the noise level and the number of events the Landlord will be able to hold live music events</b> <b>Clerk to draft letter &amp; send to Councillors for approval</b></p>
371.	<p><b>Civic Amenities Matters (including Allotment Site) to include:</b></p>
a.	<p><b>To note Minutes</b> The minutes were noted.</p>
372.	<p><b>Communications Committee</b></p>
a.	<p><b>To review name of Committee &amp; appoint Councillors</b> It was agreed to the name of Communications Committee and Councillors Carter, Daden, Wrenn Barnes, Smith and Garwood were appointed to the Committee.</p>

Signed: *Rosalind Smith* 90 Dated: 18/3/15

b.	<p><b>Approve Terms of Reference</b>  The Terms of Reference were altered to include the new name; the approval of its own minutes and the inclusion of organising the Annual Parish Meeting.  It was resolved to alter the TOR and the Chairman will approve the alterations at the next Parish Council Meeting.  <b>ACTION: To approve new TOR at March PC Meeting</b></p>
373.	<p><b>Broomfield Village Hall Charity Management Committee to include:</b></p>
a.	<p><b>To note Minutes</b>  The Minutes were noted.</p>
374.	<p><b>Village Feedback i.e. liaison with Schools, Police, Parishioners etc.</b>  History &amp; Heritage – Councillor Blake had circulated a report on the activities of this Group.</p>
375.	<p><b>To receive reports from Representatives to outside bodies/charities</b></p>
a.	<p><b>Meeting with Essex Police and other Local Parish Councils 10.2.15 Cllr Garwood</b>  It had been agreed that Councillor Garwood can meet with PCSO Calleja once a month for half an hour. The Street Meetings will be held in more convenient locations i.e. the Parish monthly Coffee Morning in Broomfield Village Hall and outside Broomfield Primary School during drop-off time. Councillor Garwood will attend the EALC Police Partnership Conference on 25<sup>th</sup> March – he will put forward our concerns as to how funding received is actually spent on.</p>
b.	<p><b>Minutes from meeting with Mid Essex Hospital Services NHS Trust &amp; BPC 17.6.14 &amp; 5.2.15</b>  Councillors Smith and Blake had a very useful meeting at the beginning of February - minutes will be forthcoming in due course  Transport Partnership consultation – will be circulated to all Councillors – please let Councillor Thomson know of any comments she can add in her response to the consultation.</p>
376.	<p><b>Correspondence</b></p>
a.	<p><b>To note parking enforcement figures for January 2015</b>  Noted.</p>
b.	<p><b>To receive any further correspondence/items for attention</b>  Councillors Garwood and Tranquada met with four older parishioners recently and recorded their memories of growing up in Broomfield. The video taken will be on the website shortly.  Councillor Tranquada will put a report in Broomfield Times.  Councillor Carter will send a link of new website to all Councillors – it will go live before the APM.</p>
377.	<p><b>Any other business for discussion purposes only &amp; referral to next agenda</b>  There was no further business for discussion and the Chairman thanked Members for attending and closed the meeting at 9.55 pm.</p>

Signed: 