

BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council was held on Wednesday 21st October 2015 in Broomfield Village Hall, Main Road, Broomfield at 7.30pm

Members' Present: Chairman Councillor Smith Vice Chairman Councillor Garwood
Councillors: Barnes; Blake; Carter; Daden; Howell; Hubble; Jones & Thomson

Also Present: Mrs K Hurrell (Clerk) Mrs W Martin (Deputy Clerk) Councillor Aldridge,
Councillor Knight & 1 member of public

Public Question Time: No questions were raised

213. Apologies for absence
Apologies were received from Councillors Tranquada & Cole.

214. To receive any Declaration of Interest from Councillors
No declarations were received.

215. To co-opt new Councillors – if applicable
No applicable at the present time – one vacancy remains.

216. To approve the minutes of Broomfield Parish Council's Meeting 16.9.15
It was duly resolved to approve the minutes and they were subsequently signed by the Chairman as a true record.

217. Receive report from County Councillor Aldridge for items not on agenda
Highways - Councillor Aldridge thanked Councillor Howell for his report on the highway defects which he has reported on the Highways website.
Pelican crossing - Councillor Aldridge requested the contact details of the gentleman who had complained about the pelican crossing outside the Angel Public House – the Deputy Clerk will email contact details.
County Hall - he reported that County Hall telephone numbers are going to change to a 0345 number which will be cheaper for callers.
Web casting - he will circulate information on use of web casting for Parish Council Meetings.
Shingles immunisation – age limit is available for over 70 years of age on request.
Parish Council Website - he reported that he found it was very easy to miss a click on the Parish Council Website.
Erick Ave Zebra Crossing – the beacon had been repaired but there was still sight problems with the telegraph pole location

218. Receive report from City Councillors for items not on the agenda
Anti-social behaviour - Councillor Knight reported that anti-social behaviour in the City will not be responded to by the Police unless there is a risk of harm. A Community Officer has been appointed from the City Council who will deal with these incidents.
Swimming pool – consultation results will be published next week.
Planning – consultation will take place on sites when they are decided upon.

219. Financial Matters:

a. To approve Financial Reports & Bank Reconciliations for Broomfield Parish Council & Broomfield Village Hall Charity Accounts against relevant Bank Statements
Councillor Barnes had verified the Financial Reports to the Bank Statements which shows the following balances as at 30th September 2015:

Broomfield PC	Current Account Balance	£ 77,260.10
	NSB Earmarked Reserves	£199,107.86

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	Broomfield Village Hall	Current Account Balance	£ 6,352.85
		Deposit Account Balance	£ 2,069.48
Councillor Barnes and Councillor Jones duly signed the reports.			
b.	<p>To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting</p> <p>It was resolved to approve/ratify the invoices, bill payments and direct debits until 30th September 2015 totalling £8,808.26.</p>		
c.	<p>To note budgets at 30.9.15 & approve any virements if necessary</p> <p>The latest budgets were noted.</p> <p>It was also noted that the Clerk will transfer the sum of £400 from the Earmarked Barn Maintenance Reserve to the Current Account to cover the costs of recent electrical work following the electrical inspection.</p> <p>ACTION: Clerk to action transfer of £400.</p>		
d.	<p>To receive valuation on Broomfield Football Club land on Angel Meadow/Little Bishops Field</p> <p>Councillor Jones reported that a Community Initiatives Fund application in the sum of £20,000 has been submitted for the purchase of the land that is currently occupied by Broomfield Football Clubhouse and also for the relocation of the Kickwall and additional play facilities to this site.</p> <p>A valuation from Valuation Office Agency has been received at the sum of £12,000 for the freehold interest in the land at Angel Meadow Recreation Ground.</p> <p>ACTION: JB to ask BFC for an update on their purchase of Little Bishop's Field</p>		
e.	<p>To receive Update and Grant Application from Broomfield Football Club</p> <p>No Grant Application has been received to-date.</p>		
f.	<p>To receive completed Annual Return for the year ended 31.3.15</p> <p>The Annual Return had been received back from the external auditor with no comments upon it. The Chairman thanked the Clerk for her hard work.</p>		
220.	<p>Discussion on reorganisation and refocussing of full Parish Council meeting</p> <p>The Chairman had circulated a paper on proposals to re-focus full Parish Council meetings following the training session recently attended by some Councillors. It is suggested that full Parish Council meetings take on more of a scrutiny role in so far as the Committees are concerned and focus more on projects, both long and short term, that are more policy guided and wider than the remit of any one Committee. Aspects may still be delegated to the appropriate Committee for enactment. A suggestion of future topics for each Parish Council meeting was suggested.</p> <p>Much discussion took place on this subject, the frequency of full Parish Council Meetings and the need to focus on one Committee at a time.</p> <p>It was also suggested that the Annual Parish Meeting be moved to May as April is a very busy time due to the end of the financial year.</p> <p>It was agreed that the Clerk and Chairman meet and produce a proposal for the November full Parish Council Meeting to look at timing of meetings, content, Committees' delegated powers etc.</p> <p>ACTION : Clerk to meet with the Chairman and produce a proposal for the next meeting</p>		
221.	<p>Parish Council Strategy – consideration of future facilities – to receive updates from respective Committees with a view to creating a five year plan</p> <p>Civic Amenities - two new benches have been installed on David Smith Memorial Field and a consultation is currently underway with residents on Church Green for two benches on a trial basis.</p> <p>David Smith Memorial Field - Councillor Jones reported in his view the car parking facility needs to be expanded at the Village Hall to accommodate more cars and also upgrading of security is required in advance of the provision of additional facilities on David Smith Memorial Field subject to a proposal to be produced by the Broomfield Village Hall Charity Committee.</p>		

	ACTION: TJ to provide proposal for next meeting Cycle path – waiting for the engineers to come back with proposals following a site meeting.
222.	Communications Committee
a.	To note minutes, if any No meeting has taken place recently and no date has been re-arranged at present. Selina Matthews reported that the deadline for articles/adverts etc for the next edition of Broomfield Times is this Friday – some suggestions were given to Selina. <i>Councillor Knight arrived at the meeting at 9 pm</i>
b.	To receive update on creation of Broomfield Youth Council 1.10.15 – Cllr Daden Councillor Garwood thanked Councillor Daden for her effort in providing the inaugural evening and for organising the Youth Bus to attend – she was awaiting confirmation that the bus can be placed in Chelmer Valley High School at certain times following suggestions received at the meetig. There was not enough interest in forming a Youth Council at the present time.
223.	Civic Amenities Committee (including Allotment Site)
a.	To note minutes Noted. Councillor Garwood reported that 30 letters had been sent to resident on Church Green regarding the installation of two new benches but so far only 7 responses have been received. This will be discussed at the November Civic Amenities meeting.
224.	Broomfield Village Hall Charity Management Committee
a.	To note minutes Noted. Councillor Hubble is Chairing the Committee for the Village Games for 2016 and the first meeting will be 2 nd November.
225.	Property & Planning Committee
a.	To note minutes Noted. An application for a wedding venue at Brooklands, Main Road was considered by the Committee and comments by residents who would be affected in Mill Lane were taken on board – the Parish Council objected to this application again. Councillors Smith and Blake had organised and attended two meetings regarding the Local Development Plan. They had met with Councillors Knight and Aldridge and also with Councillor Whitehead and Councillor Neil Gulliver and the impression is that Broomfield will not be swamped with development but it is hoped that individual Parish Councils will suggest small parcels of land for development in their own parishes. Future meetings with adjacent Parish Councils are planned. Village Gateway – suggestions for wording and logo were discussed – Councillors were asked to submit their ideas to Councillor Blake by the end of the weekend.
226.	To receive updates on Broomfield Parish Councillor’s responsibilities & contact with Outside Bodies
a.	School Age Children Cllr Carter/Cllr Daden – no comment
b.	Elderly/Care Homes Cllr Garwood – no comment
c.	Library Cllr Carter – no comment
d.	Publications Co-ordinator Cllr Thomson – advert for Country Stile to be placed in the next edition Broomfield Times
e.	Under 5 children Cllr Smith – a meeting of Chelmsford North Children’s Forum had been held and attended recently
f.	Police Cllr Garwood – Councillor Garwood will attend meeting on 22.10.15
g.	History & Heritage Cllr Blake – no comment

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h.	Public Houses Cllrs Carter/Thomson – David King (who currently owns The Harold at Harold Wood) has supposedly purchased the pub. It has also been recorded as a Community Asset by Chelmsford City Council.
i.	Football/Sports Clubs – Cllrs Garwood/Daden – no comment
j.	Social Events – Cllr Hubble – meeting on 2 nd November for Village Games/Fun Day Coffee Morning – only seven people attended October but apparently more will be more coming to the November Coffee Morning – the times have changed to 10 am to 12 pm.
k.	Highway matters – Cllr Howell – report received and faults submitted to Highways via their website.
l.	EALC/RCCE/ACDPC Co-ordinator – Cllr Cole – no comment
227.	To note Risk Assessments undertaken Two risk assessments had been actioned – Fire extinguisher in the Barn had been replaced. A full health and safety inspection of Angel Meadow Play Area had been undertaken and work to the minor faults highlighted is in hand by the Village Attendant.
228.	To receive any correspondence:
a.	To note parking enforcement figures for September 2015 Noted.
b.	To note the launch of Broomfield Hospital Park and Ride A press release from Essex County Council has been received advising that they are launching a pilot shuttle bus between Chelmer Valley Park and Ride and Broomfield Hospital starting December. It will run for 12 months running every half an hour from 7am to 7pm funded by Broomfield Hospital. The Parish Council are pleased with this announcement as they have been campaigning to the Hospital for this to be implemented.
229.	Any other business for discussion purposes only & referral to next agenda
	There was no further business to be discussed and the Chairman closed the meeting at 9.40 p.m.