

## BROOMFIELD PARISH COUNCIL

A meeting of Broomfield Parish Council's Property & Planning Committee was held on Wednesday 1<sup>st</sup> June 2016 in the Parish Office, Broomfield Village Hall at 7.30 pm

**Members Present:** Councillors Blake, Carter, Daden, Garwood, Smith, Thomson

**Also Present:** Councillors Hubble & Tranquada  
2 members of public  
Mrs K Hurrell (Clerk)

The Chairman welcomed Councillors Daden and Barnes (in his absence) to this Committee

### **Public Question Time:**

No questions were forthcoming.

### **28. To appoint a Chair and Vice Chair of the Property & Planning Committee**

Councillor Blake advised that he would be prepared to stand again as Chairman - no other Members put their name forward and it was therefore proposed by Councillor Smith and seconded by Councillor Daden that Councillor Blake be elected as Chairman - all Members agreed and Councillor Blake was duly elected.

Councillor Thomson advised that she would stand as Vice Chairman - no other Members put their name forward and it was therefore proposed by Councillor Blake and seconded by Councillor Daden that Councillor Thomson be elected as Vice Chairman - all Members agreed and Councillor Thomson was duly elected.

### **29. To receive apologies for absence**

Apologies were received from Councillor Barnes.

### **30. To receive Declarations of Interest**

No declarations of interest were received.

### **31. To approve minutes of Property & Planning Committee Meeting held on 4<sup>th</sup> May 2016**

After an alteration was made to minute number 499 e) change *smaller* to *small* - it was resolved to approve the minutes which were duly signed by the Chairman.

### **32. To consider Terms of Reference for Property & Planning Committee and recommend any changes to the full Council**

It was proposed to recommend the following alteration:

In exercising these powers, the Committee shall:

1. Elect a Chair and Vice Chair at their first meeting after the Annual Council of meeting or if there are any subsequent vacancies.

**ACTION: TOR to be altered as per above & taken to full PC Meeting for approval.**



### **Policy Matters:**

### **33. To consider the forthcoming meeting about a new Primary School**

The Chairman had circulated a discussion paper to provide background information on the history on the Parish Council's involvement in improving and rebuilding of the School (*see attachment 1*).and to provide new Councillors with background information.


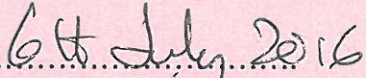
Much discussion took place on the best way forward and all Members agreed to the Chairman, Councillors Carter and Smith to attend a meeting with ECC Executive Member for Education to see why the project has made so little progress to date and to get more data about pupil numbers, etc which will help to inform the proposed Neighbourhood Plan and potential case for the new school. All Members stated that they wished the school to remain in the centre of the Village - whether new houses were built in the future or not.

**ACTION: JB RS & PC to meet with ECC**

Signed:  .....28 Dated:  .....



34. **To consider the crossing near junction of Main Road/Erick Avenue**  
 Councillor Blake provided background information to the meeting – he stated that originally the Parish Council had for many years requested ECC Highways to move the zebra crossing to nearer the Co-op but this had been unsuccessful. In light of the recent unfortunate accident – ECC Highways had agreed to spend £30k on a survey of the crossing and safety improvements – the findings of the survey are still awaited and it had been requested that Councillor Aldridge find out the incremental costs to replace the zebra crossing with a pelican crossing in the same location. Members raised concerns that with the new Day’s Garage housing development taking place in the foreseeable future as this will make the area busier and lead to further safety concerns for pedestrians utilising the crossing. It was agreed upon the following actions:  
**ACTION: Chase Cllr Aldridge for costings of pelican crossing in that location**  
**ACTION: Ensure ECC Highways are aware that this will be a construction junction soon & the impact of new houses whom will be exiting from Saxon Way**  
**ACTION: Clerk to chase LHP for results of survey**  
**ACTION: WD to provide paper for next PC Meeting – examples of crossing etc**
35. **To consider enhancement of Church Green, Broomfield**  
 Councillor Smith showed Members a study that had been commissioned by the Conservation Officer, Michael Hurst (CCC) which provided potential options to improve Church Green – this was discussed at a Parish Council Meeting in June 2012 and various options were selected on how it was best to improve the landscaping/roadways of the Green. This was reported back to the Conservation Officer who unfortunately advised that no money was available to carry out any works at that time. Church Green is now becoming very tatty and big pot holes are evident on the roadways (one recently causing a pedestrian to have a nasty accident) and it was discussed how improvements could be made to improve the area.  
 It was suggested that Chelmer Valley High School students be asked, under their volunteer programme, to tidy up the edges of the Green .  
 It was agreed that a small Working Party be formed under the leadership of Councillor Smith to look at immediate problems and also to look at ways to fund longer term improvements. Councillor Smith will bring this up under the Civic Amenities Committee Meeting to request Members to join the Working Party. The following actions were therefore agreed upon:  
**ACTION: WD request volunteer help from CVH School**  
**ACTION: RS to set up Working Party to tackle immediate problems/funding etc and report back to Planning Committee**
36. **Chelmsford Local Plan**  
 The Chairman had circulated notes made by Councillor Smith after their attendance at the last North West Parishes Meeting on 5<sup>th</sup> April 2016 (*see attached item 2*).  
 There will be a CCC Development Policy Committee meeting on 9<sup>th</sup> June and the Chairman advised Members to look at their website for a summary of all comments received and briefly explained that of the three options in the Local Plan – around 500 people (a large majority) did not support any of the three option proposed in the Plan. He stressed that the Parish Council is likely to need to continue to fight the plans and he will be attending the meeting at CCC on 9<sup>th</sup> June 2016 and report back to the next Planning Meeting.
37. **Local Highways Panel (LHP)**  
 It was requested the Clerk contact LHP and advise that the ‘Broomfield’ sign on the Village Gateways are not in line with each other.  
**ACTION: Clerk to email LHP regarding ‘Broomfield’ name out of line on Gateways**
38. **Cycle Way from Chelmsford City to Great Waltham**  
 The Chairman advised that the next step was to meet with the Church and ECC Highways to understand the Church’s position regarding their land issues and hopefully find a suitable solution for a satisfactory route of the cycle way in this area.  
**ACTION: JB to arrange meeting with Church & ECC**

Signed:..........29 Dated:..........



**39. Broomfield Football Club (BFC)**

It was reported that the Clubhouse had been sold at auction but no contact had been made with the new owner as yet.

**ACTION: Clerk to contact Auctioneer & request the new owner contact BPC**

**40. Days Garage site**

The Chairman had circulated a report (*see attachment 3*) to Members to inform them of developments since the last Planning Committee Meeting.

It was noted that the developers are holding a public exhibition on Wednesday 8<sup>th</sup> June in Broomfield Village Hall (4.30-7pm) and that Members should attend if possible and bring up the possibility of the junction reconfiguration and zebra crossing which will be affected by the new development. It was also suggested that the Clerk email the Planning Officer Matthew Perry requesting that the new development be set back so that in future a roundabout could be considered in this location.

**ACTION Clerk to email Planning Officer**

**41. Neighbourhood Plan**

The Chairman reported that the consultation by Chelmsford City Council had received six comments on the Neighbourhood Area application. A summary of the feedback will be presented to Chelmsford City Council's Development Policy Committee on Thursday 9 June 2016, where the Neighbourhood Area application will be decided. The Committee report will be available on the Council's website from seven days before the meeting at:

<http://www.chelmsford.gov.uk/development-policy-committee-09-jun-2016-700pm>

He also explained how the Neighbourhood Plan will help in the planning process whether it is adopted before or after the Local Plan.

**ACTION Clerk to place this item on next Planning Agenda**

**42. Items proposed by Councillor Carter**

Councillor Carter proposed the following:

'1) Planning Chairman to explain who he has been meeting with (developers, City/County councillors, officers etc), what has been discussed and what has been suggested in the name of BPC. Specifically but not limited to calling for higher density development of the Days site and Broomfield Place

2) Planning strategy to be agreed by Committee BEFORE anything is written/said in the name of BPC. For example the Local Plan response contained a section calling for 750 houses which came as a surprise as this had not been discussed or even agreed beforehand.


3) I propose from now on all matters to do with planning are conducted wholly transparently between councillors and between BPC and outside bodies. To this end I suggest an end to informal meetings, and henceforth all meetings pertaining to planning are formalised, councillors are chaperoned and minutes are taken. Meetings should be announced in advance and interested councillors should be able to attend.'

A lengthy e-mail had been previously circulated by the Chairman responding to each of these points. After some discussion, a vote to move to the next item was proposed but lost. After further discussion, it was agreed that the Chairman and Councillor Garwood would meet with Councillor Carter outside the meeting to seek to resolve his concerns.

**Application Matters:**

**43. To consider planning applications to hand:**

| Application No           | Location            | Proposal  |
|--------------------------|---------------------|---|
| 16/00694/FUL             | 76A School Lane     | Single storey rear and side extension   |
| <b>DECISION: Support</b> |                     |   |
| 16/00653/FUL             | 11 New Road         | Single storey rear and side extension. Infilling of integral ground floor car canopy. |
| <b>DECISION: Support</b> |                     |   |
| 16/00395/FUL             | Broomhall, Stores 2 | Change of use from (A1) to a mixed use of A1 (retail) and Beauty                      |

Signed:  .....30 Dated: 6<sup>th</sup> July 2016



Broomhall Road Services (sui generis)

**DECISION: No comment but suggest the applicant takes account the comments from landowner**  
16/00750/CLEUD 262 Main Road Use of existing summer house as habitable annex accommodation for 262 Main Road.

**DECISION: Support**

16/00663/FUL 80 Berwick Avenue Rear and side extension and loft conversion with side dormer.

**DECISION: Object whilst drainage situation is unclear – no risks should be taken with drainage**

16/00664/FUL 80 Berwick Avenue Side extension to join garage and convert garage to utility room

**DECISION: Object whilst drainage situation is unclear – no risks should be taken with drainage**

16/05548/CAT 23 Church Green Hawthorn - front garden - fell to ground level and replace with smaller tree. Reason: too large for site.

**DECISION: No comment**

16/00846/FUL Beaulieu Park White Hart Lane Erection of a spherical 8 metre diameter reflected deer sculpture mounted on a 2.1 metre high crown on a 4 metre diameter concrete base within the landscaped area adjacent Essex Regiment Way entrance to Beaulieu.

**DECISION: No comment**

13/00409/MAT/1 Land East Of North Court Road And North Of Hospital Approach Variation of Condition 3 of permission reference 13/00409/FUL (Construction of 178 Dwellings, care home (90 rooms), GP surgery and retail store, together with associated access, car parking, landscaping and related works.) for a reduction in the number of dwellings to 165 and alterations to the approved layout.

The Chairman invited Mrs Graystone, a local resident, to bring her concerns to the attention of the meeting. These were primarily the run-off water emitting from the new development considering the history of flooding in North Court Road and also the increase in traffic for this small lane with passing places which had already seen the verges destroyed by an increase of traffic to/from the Hospital/Hospice. The Chairman thanked her for attending and bringing to the attention of the Committee her concerns.

**DECISION: To make the following comments:**

**The Parish Council require drainage issues to be given particular care during the construction period because of existing flooding problems;**

**The Parish Council request that disruption to existing residents during construction to be kept minimum in respect to traffic congestion;**

**The Parish Council proposes a substitution of some larger houses with smaller & affordable homes;**

**The Parish Council also remain concerned about the position of bus stop to the entrance to the hospital (as per our comments on previous application).**



16/00849/ADV Land North South And East Of Channels Drive Two panel (consortium) signs, one panel sign, twelve post banner signs and three totem signs, all non-illuminated.

**DECISION: No comment**

44. **To discuss any other applications received up until the date of the meeting**  
No further applications had been received.

45. **To receive decisions made on previous planning applications**  
Noted.

46. **To receive notification of Any Other Business for referral to the Next Meeting**  
To put 'receive updates from Chairman' item on the next Planning agenda

Signed:  31 Dated: 



## Attachment 1

### Forthcoming meeting about a new primary school

#### Discussion paper

##### **Purpose:**

I am circulating this paper to provide background information, particularly for new members of the committee, and to check that we are all in agreement, and are happy to proceed as planned.

##### **Background:**

1. Broomfield Primary is a well-respected, over-subscribed school but has old buildings on a constrained site. The playing fields are on the opposite side of the road. The one-and-a-half form entry number (45 per year) means that classes have to be mixed-age, with 3 classes per 2 year groups.
2. It has long been a local ambition to rebuild the school as a two form entry school. I believe this goes back to the Parish Council's vision document 'Broomfield into the 21<sup>st</sup> century', if not before.
3. During discussions about the North Chelmsford Area Action Plan, or NCAAP (the City Council's current planning document for the area), the opportunity arose to suggest relocating a potential housing development on the fields between Longshots Close and Stacey's Farm towards the current primary school site, with the school to be rebuilt as a new two form entry school on the south side of School Lane.
4. Despite being agreed in the NCAAP in 2011 (with the Parish Council's support) neither the new school nor the new housing development has taken place. We understand this is largely due to disagreements between ECC and the developer about required standard and costs.
5. Following Chelmsford City Council's Issues and Options Consultation, ECC has paused the plans for the new school. We think this is because, if the City's current plans prevail, the developer of a large new greenfield estate north and west of the village would have to build a new school on the estate, which could also mop up any other shortage of places in the village. This would create the option of leaving the current school as it is, and potentially releasing the land currently reserved for the new school for housing.
6. If the current new school project does not progress soon, it therefore creates 3 problems:
  - a. The current school could be left in its existing buildings/site;
  - b. A new school could end up being built on the edge of the village, rather than being a focal point for the community near the current site;
  - c. New primary schools are generally built as two forms of entry. This equates to 1500 – 2000 dwellings. Therefore a new estate would need to be of this order of magnitude to justify/serve the school.
7. Following the announcement of the pause, I wrote to Councillor Aldridge to see if the Parish Council could get more involved in order to move the current project forward.

Signed:..........32

Dated:.....

6th July 2016



**What we have agreed so far:**

At the committee meeting on 6<sup>th</sup> April, which was attended by the Chair of Governors, we agreed:

- The Parish Council should get involved working with the School to try and move the project forward.
- A good way to bring ECC 'to the table' is that our forthcoming Neighbourhood Plan will involve us planning necessary infrastructure. ECC would be expected to work with us to the effect. Any proposals that result would be part of the Neighbourhood Plan and would therefore be put to a local referendum.

Of course, if Broomfield is not allocated more housing in the Chelmsford Local Plan, any new school may not be viable – we just don't know at this stage. Although it is a reasonable assumption that Broomfield will be allocated more housing in 2021 – 2036, we don't know that either yet.

**Please note we have not agreed to ask for more housing in order to get a new school.**

**What next?**

John Aldridge has secured a meeting for us with the ECC Executive Member for Education, which Peter, Ros and I will attend.


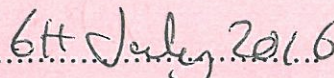
I would see the main purpose of the meeting as finding out why the project has made so little progress to date, and to get more data about pupil numbers etc. which will help to inform our Neighbourhood Plan and potential case for the new school.

However, it will be difficult to avoid discussing possible future housing numbers, and this could be misinterpreted as 'asking for more houses to get a school'. There is an argument therefore for delaying the meeting until the autumn, when we will hear about the next stage of the City's Local Plan. On the other hand, preliminary work is possibly already in its early stages for a new primary school linked to a big new estate to the north/west of the village. The longer we leave our involvement, the harder it will be to change that.

**I invite you to indicate any thoughts you have on the points I have raised. In particular, whether you are happy for us to have the meeting now, or would prefer us to wait until the autumn.**

PS. I have spoken to the City planners to get their angle on this. They would like to see the current project moved forwards exactly as it is envisaged in the NCAAP. However, they advise that the only way the new school is likely to be feasible at the moment is if the developers (Persimmon Homes) build the school for ECC.

John Blake  
1<sup>st</sup> June, 2016

Signed:  .....33 Dated:  .....



## Attachment 2

Notes from North West Parishes meeting 5th April 2016 at Writtle Parish Room.

These Notes summarise the main points made by Jeremy Potter of Chelmsford City Council who attended the meeting together with his assistant Claire Stuckey.

### **General Input – Process & Procedure**

The report for the Development Policy Committee in March summarised the main issues raised by the consultation, but was not exhaustive in the views contained as not all representations had been processed. It represented a “high level” view, but not much difference is expected when all views have been incorporated.

It was divided into 3 sections: 1) need – amount of housing, 2) spatial strategy, 3) infrastructure delivery.

The consultation received 10,000 comments from 1100 responses from which the main issues were drawn.

Detailed representations will be published and separated into categories: specific organisations, individuals etc.

The failings of the IT system were acknowledged and improvements will be made for the next round of consultation to avoid such a large number of paper and letter responses which were a burden to process. The comments received in letters were allocated to the appropriate question in the consultation document where possible.



The Statement of Community Involvement consultation had only one stage and it was amended and adopted in March.

### **Timetable**

The next round of consultation on the preferred option is seen as “challenging” and may well slip as some of the evidence base is outstanding including the (crucial) traffic modelling. The recommendations of the Secretary of State’s group of local plan experts (including Derek Stebbings, but also a lot of developers) are still awaited and may require a different approach to working out housing numbers, so it was deemed too much of a risk to proceed too far without this input. However, there is still pressure from Central Government to have a local plan in place for 2017 although as Chelmsford already has an LDF they may get an extra year.

Housing numbers are worked out by a formula that takes into account national need (as the demographic base), plus other national factors such as affordability. There is no link between new housing and jobs and so this is treated as a separate issue. There is a big Government initiative to replace “affordable housing” and to put this need into the hands of developers. With a lack of social pressure, housing associations are often outbid by developers.

There was some discussion as to the derivation of housing numbers and fact that the 775 per year with a five year land supply is out of date. There is concern that unmet need in areas closer to London will be passed on to Chelmsford especially where there are Green Belt issues.

Signed:  .....34 Dated:  2016



In the current LDF the strategy of having too many large sites has led to deliverability issues as this is affected by the state of the economy. Smaller (100 house) green field sites have better deliverability, but present infrastructure issues.

The Lower Thames Crossing consultation was responded to by both CCC and ECC, but greater impact on Chelmsford is the A12 improvement which depends on Government funding.

### **Spatial Strategy**

The main issues are:

- 1) Protection of the Green Belt,
- 2) Use of Brown Field land,
- 3) Keep green wedges, the shape of which is currently largely provided by rivers, with perhaps some opportunity to extend them to other areas.
- 4) Testing different options which currently lacks key highway modelling
- 5) Option 3, the most dispersed option received the least support
- 6) Impact of opportunities for villages to take on some of the housing allocation through Neighbourhood Plans.
- 7) Other options – the City Council is still talking to developers outside options 2 & 3 and working through all sites put forward.

Highway modelling is a KEY issue. A traffic modelling package is now available which will allow modelling of the 3 options in the consultation, plus hybrid options, plus discounted options and will create a multi-modal model for Chelmsford as a whole. For this the City Council will interface with ECC as part of a team at both officer and member level. The first stage will flush out issues, then transport mitigation measures will be considered. Asked why the area SE of Chelmsford was not included in the options, we were told that this evidence will be addressed at the next stage.


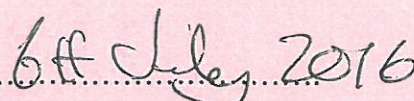
Highways England will be involved ref A12 investment, but they have indicated that the new Chelmsford bypass between Margaretting and Boreham is excluded.

The trigger point for the A130 to be made into 3 lanes has been passed. Work to upgrade this road would include improvements to the Howe Green interchange.

Environmental considerations include landscape. We mentioned the area to the NW being described as very rural and tranquil, so any development would have a higher impact. We were told that the issues raised would need more evidence in the form of details on the previous Chris Langford study. We said that the Pleshey Plateau for instance contains high quality agricultural land – may be divided into sub-areas for the next stage.

### **Transport**

It was noted that there is still land near the new station not in any option. Some land is needed to protect the landscape in front of a listed building (New Hall). Bull's Lodge Quarry could be considered and could offer employment opportunities. CCC believe there should be no coalescence between Boreham and Chelmsford and the aspect of Boreham House should be protected. Boreham Airfield was the subject of discussions related to the timing of mineral extraction.

Signed:  .....35 Dated:  .....



In terms of infrastructural associated with development we pointed out that the so called "Western Relief Road" would not provide any relief if development was located to the west of Chelmsford.

Parishes contemplating producing a Neighbourhood Plan were urged to have interaction with the City Council.

The City Council would start drafting policies in the summer and submit the next iteration to the Development Policy Committee in June.

It is the intention of the NW Parishes Group to obtain papers being put to this meeting to review them and make representations to their City Council Members as appropriate.

The next meeting of the NW Parishes Group is planned for 7<sup>th</sup> June to review papers submitted to the City Council Development Policy Committee meeting on 9<sup>th</sup> June.

RS

April 2016

### Attachment 3

#### **Planning Committee 1<sup>st</sup> June 2016 – Item 13**

##### **Update on Days Garage site**

Further to the report at the last Committee Meeting which Ros and I gave of our meeting with Higgins (the new owners/developers), I spoke briefly with the Planning Officer at Chelmsford CC (Matthew Perry). He said that he would welcome views from the Parish, though as the developer's proposals would meet basic planning requirements anyway, it would depend on whether the developers would be willing to adopt them. He advised that any comments would best to very specific e.g 'change Plot 1 from 1 executive home to 2 smaller homes'.

The developer was willing to e-mail me a copy of their current plan for this purpose, but would not let me share more widely. Without the plans in front of us, it is difficult to explain in detail, but this is a summary of what I said.

##### **First I gave the policy basis:**

###### **- the Broomfield Parish Plan**

(see: <http://www.broomfieldessex.org/images/docs/parishplan/parish-plan-2.pdf> and go to page 20)

This sets out the type of housing parishoners would most and least like to see. In order of priority, these are:

- Small family homes
- Warden controlled homes
- Homes for single people
- Retirement/nursing homes
- Affordable (i.e. rented/equity sharing) homes

Signed: .....36

Dated: 6<sup>th</sup> July 2016



Homes for people with disabilities  
Executive (large family) homes

**- the VDS (SPG) and Landscape Character Statement**

Some of the aspirations of the VDS and Character Statement will need to be pursued by other means, for instance it will be difficult to tie in a potential re-location of the Co-Op in the timescales involved. One aspiration that might be achievable now is Open Space on the adjoining Anglo-Saxon Burial site and Chelmer River Valley (see VDS page 23 and Landscape Character Statement page 11 - both at: <http://www.broomfieldessex.org/bpc/parish-plan-vds.html>)

**Then I gave 2 suggestions:**

Suggestion 1 - aimed to replace some 4 bedroom house plots with 1 bedroom apartments (primarily) and some 2 bedroom houses. In relation to the priorities of the Parish Plan, this suggestion focuses on achieving homes for single people and couples with small families

Suggestion 2 - aimed to replace some 4 bedroom house plots with 2 bedroom house plots. In relation to the priorities of the Parish Plan, this suggestion focuses on achieving homes for couples with small families.

I also pointed out that with more time, we could have proposed a more thorough match with the acceptable housing types listed in the Parish Plan (above). For instance we could have considered homes for older people, in the style of the recent Little Orchards development nearby.


However, the developer has already has worked up a fairly specific design which he is keen to get to planning application stage quite soon. Because of this, my suggestions had to work within the overall framework and layout of roads etc.

**I also pointed out that:**

- the plans wouldn't allow much space for a roundabout to be added at the junction of Main Road/Erik Avenue in the future (this will not be required to get planning permission for this small development)
- the VDS would allow some 3 storey buildings on the site, provided they were lower down the site, not on Main Road
- parking problems could occur on Saxon Way (most of which is outside the site and in separate ownership).

**Conclusion**


To be honest, I don't think the developers will take much notice. They have already done a lot of work on their current plans and won't want to change them unless they have to (to be fair, they seemed very thorough and careful people when we met them). Also, I believe developers make quite a good return on large 4 bedroom homes.

Signed:  37 Dated: 6th July 2016



I have since heard there is to be a public exhibition of the plans on 8th June but have no further information myself.

John Blake, 31<sup>st</sup> May 2016

Signed:  38 Dated: 6th July 2016.



