

## BROOMFIELD PARISH COUNCIL

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

**Members Present:** Chairman Cllr Blake  
Councillors: Barnes, Garwood & Mercer

**Also Present:** Mrs K Hurrell (Clerk) & two members of public.

**367. To agree whether to Record the Meeting or not**

It was agreed not to record the meeting.

**368. Public Question Time**

Mr and Mrs Anderson informed the meeting that they were in attendance to discuss their proposed planning application – 20 School Lane.

**369. To receive apologies for absence**

Apologies were received from Councillor Thomson and Councillor Daden.

**370. To receive Declarations of Interest**

No declarations of interest were made.

**371. To approve minutes of Property & Planning Committee Meeting held 4<sup>th</sup> January 2017**

The draft minutes were approved and signed.

### Policy Matters:

**372. Main Road crossing near Erick Avenue**

Notes from the site meeting were circulated (*see appendix 1*) before the meeting by email to all Committee Members.

The Chairman had spoken to the Consultant Stewart Bilsland. It had been agreed that he would await the PV<sup>2</sup> report from Essex County Council Highways before completing his report.

The Chairman had requested the PV report but so far no response had been received. Councillor Aldridge has also been requested to chase this report and was also requested to inform the Parish Council when the promised upgrade to the crossing would take place – he had reported a response was still awaited.

It was agreed that the developer of Day's Garage site (Higgins) be approached to request that six inches of their land be gifted to enable the footpath to be widened, which might leave the option open in the future to install a signalised crossing, if Essex Highways would not do so now.

**ACTION: JB to write to Higgins to request this small piece of land**

**JB To submit a Freedom of Information Request for the PV<sup>2</sup> survey**

**JB to write again to Cllr Aldridge re PV<sup>2</sup> survey & crossing upgrade implementation**

**373. To receive an update on the Chelmsford Local Plan**

An email had been received from Chelmsford City Council advising that the Draft Local Plan - Preferred Options Development Policy Meeting had been delayed because a Government White Paper is being produced on future housing numbers. The meeting will now take place on 9<sup>th</sup> March 2017.

**374. To receive an update on the Broomfield Neighbourhood Plan & consider any recommendations from the Steering Group**

The latest steering group notes (17<sup>th</sup> Jan) were circulated and noted by the Committee.

**375. To discuss the road layout at the western end of Hollow Lane**

This item was deferred until Councillor Daden could attend.

Signed:  .....

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Dated: 1 March 2017

**376. To receive any other updates on Policy Matters**

Parking in Gibson Vale – an email had been circulated to the Committee for information. It was suggested that a meeting be held between the resident and the Parish Council.

**ACTION Clerk to invite resident concerned to next Planning Committee Meeting on 1<sup>st</sup> March**

Broomfield Primary School – an email had been received from ECC wishing to delay the next meeting because of the pause in production of the Local Plan. It was agreed that the arranged meeting should still take place as the expansion into two-form entry comes under the present Local Plan and therefore a delay is not applicable.

It was requested that the latest Broomfield Defined Settlement Area Map be requested from Chelmsford City Council.

**ACTION JB to reply to email & request meeting to carry on as scheduled.**

**Clerk to request the copy of the latest Defined Settlement Area.**

**Application Matters:**

<b>377. Application No</b>	<b>Location</b>	<b>Proposal</b>
16/02224/FUL	7 Gibson Vale	Single storey side extension, loft conversion with front and rear dormers, raising of roof
<b>DECISION:</b> 16/02196/FUL	This application was taken at the January 2017 meeting – no comment was made Land North South And East Of Channels Drive	Variation of Condition 16 of outline planning permission reference 10/01976/OUT to allow dwellings within Phase 5 with a facade within 100m of (i) the eastern boundary of the site (adjacent Bulls Lodge Quarry (Park Farm)) or (ii) the western boundary of the minerals extraction area if further away to be occupied subject to the implementation of a mitigation scheme as detailed within the RSK Environment Ltd report ref: 660810 01 (rev 02, dated 9 December 2016) or an alternative approved scheme.
<b>DECISION:</b> 16/02194/REM	No comment Land North South And East Of Channels Drive	Details pursuant to Condition 1 of outline planning permission (Ref: 10/01976/OUT) comprising the access, appearance, layout, scale and landscaping for Phases 3c, 3d and 5 of the Channels Golf Club scheme to provide 240 dwellings, open space, hard and soft landscaping and associated highways and infrastructure works.
<b>DECISION:</b> 17/00019/FUL	No comment 20 School Lane	Part single, part two storey side and rear extension. Removal of one chimney.
<b>DECISION:</b> 16/02274/FUL	Support application Unit 3 The Old Coal Yard Little Waltham Road	Change of use from B1 business use to B1 business and D1 non-residential institution use.
<b>DECISION:</b> 17/05507/CAT	No comment 321 Main Road	Yew tree - reduce crown by 2 metres and reduce width by 2 metres Lilac tree - reduce crown by 1.5 metres and reduce width by 1 metre Reasons. - lack of light and overhang to neighbouring property.
<b>DECISION:</b>	Support application	

**378. Correspondence Received**

The Clerk brought to the attention an email that had been received regarding the safety concerns from a resident of Service Road, Main Road – Councillor Aldridge was dealing with the resident's complaints.

**379. To discuss any other applications received up until the date of the meeting**

No further applications had been received.

**380. To receive decisions made on previous planning applications**

Noted.

**381. Publicity – to identify items from Meeting to be placed on social media**

To advise parishioners that the Draft Local Plan - Preferred Options Local Plan had been paused.

**382. To receive notification of Any Other Business for referral to the Next Meeting**

*There being no further business – the Chairman closed the meeting at 9.05 p.m.*

Signed:.....

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Dated:.....

1 March 2017

## APPENDIX 1 - Note for the Record

Main Road Crossing at Erick Avenue Meeting with Highways Consultant 10<sup>th</sup>  
January 2017

### **Present:**

Stuart Bisland (SB) – Highways Consultant  
John Blake, Ros Mercer, Wendy Daden – Broomfield Parish Council  
Dave Vicary – Member of the public and retired town planner

The purpose of the meeting was to gain professional advice as to the possible location of a light controlled pedestrian crossing of Main Road in the vicinity of Erick Avenue, Bromfield.

### **Background;**

Following from an accident at the Erick Ave zebra crossing in January 2016 involving a school boy, the crossing was deemed unsafe by Essex Highways. A Highways Panel bid had successfully achieved funding for an upgrade to the zebra crossing to modern standards, but this had yet to be implemented at the time of this meeting.

The Zebra crossing location had been deemed unsuitable for upgrading to a light controlled crossing by Essex Highways.

In SB's opinion accident statistics available from ECC did not show sufficient incidents to fulfil the normal criteria for a light controlled crossing along this stretch of Main Road. Other requirements for a light controlled crossing were described by SB.

ECC had done a survey at the current location and footfall was insufficient. This survey was done on a non-pupil day at CVHS and this together with anecdotal evidence that people did not use this crossing as it was perceived to be dangerous could lead to an underestimate.

The results from a PV<sup>2</sup> survey were not now the absolute criteria and "political" judgement gave room for manoeuvre. Again, the data was collected on a non-typical day. Main Road is still classified as a "principal route". Relevant data had been requested from ECC Highways by the Parish Clerk.

### **Locations investigated:**

#### **Outside the Co-op**

This would meet the requirement for 8.4m distance without vehicular access from properties. Most of the properties along this section of Main Road were terraced houses built around 1910 and thus had no parking provision other than conversion of front garden space, so a suitable length of road with no vehicular access was difficult to identify. Pavement width 1.58m east side, 1.92m west side. Road width 8.9m

However, this location would prevent any parking outside the Co-op for both customers and delivery lorries so was unlikely to receive support. Pavement widths were measured and were just within criteria on the east side with adequate width outside the Co-op itself that could be built out into the existing road if necessary. The location of the bus stop on the east side could also be a problem.

#### **Existing location**

This is the only alternative to outside the Co-op due to vehicle access restrictions. It is just over 20m from the junction. The pavement width on the west side is 1.84m and on the east side 2m with the possibility of extension in conjunction with the new development which has not yet received planning permission. The road width is 7.2m. The location of the electricity pole on the east side could be a difficulty and would probably need to be moved. Following the meeting SB continued to evaluate the existing location for possible conversion to a light controlled crossing.

Ros Mercer  
15 January 2017

Signed:.....



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Dated:.....

1 Mar 2017



**APPENDIX 2 - Broomfield Neighbourhood Plan**

**Fifth Formal Notes of Steering Group**

**Held on 17<sup>th</sup> January 2016 at 7.30 pm at Broomfield Village Hall**

**Present:** John Blake, Sue Hubble, Duncan Coles, David Howell, Geof Garwood, Angela Thomson, Les Steed

**50. Apologies for absence:** Tom Clarke, Peter Marriage

**51. Declarations of Interest – None**

**52. To elect other councillor/resident members**

The Parish Council confirmed David Howell's election to the steering group.

**53. To approve notes of the 4th formal steering group meeting - Approved**

**54. Comments from Parish Council/Planning Committee**

Nothing to report

**55. Other matters arising from notes**

Nothing to report

**56. Finance Report**

SH said there is nothing to report at this time, except she is awaiting an invoice from Signtec for £16, which will leave £3,349 in the fund.

**57. Launch Event Surveys – Full Report**

JB said he is still working on this but will send to Group by email shortly.

**58. Update on Chelmsford Local Plan 'Preferred Option'**

Chelmsford City Council had planned to agree the approach and approve a document for public consultation at the Development Policy Committee on 19 January. However, the Council first wants to study any implications of the Government's Housing White Paper which is now not expected to be published until later this month. The new legislation could change how housing numbers are calculated and the Council is pausing the process to allow a proper assessment of the new information. While the Council is confident it is proposing appropriate growth through the Plan, it needs to make sure the latest Government thinking is reflected in the consultation document.

It is now anticipated to present the Draft Local Plan - Preferred Options to Development Policy Committee on 9 March, followed by the public consultation from late March to early May. The 19 January Committee has been cancelled. The remainder of the Local Plan timetable should not be affected by this.

JB gave a brief outline report and in view of the large amount of work required to finalise the questionnaire, this should not hold us up.

**59. Questionnaires for Residents, Businesses and Stakeholders etc.**

Signed:.....



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Dated:.....

10<sup>th</sup> Mar 2017

It was agreed that the letter to all residents which will accompany the questionnaire should have the green Neighbourhood Plan banner logo and the text should be broken up with "balloons" to make for easier reading.

It was agreed that a professional designer should be sought to design the questionnaire and a professional company employed to independently analyse the results; hence giving confidence to the public that their answers will be confidential and all above board whilst saving a lot of time.

Discussion took place regarding the best way to engage with residents. It was agreed that a single questionnaire be sent together with information as to how to receive further copies for other household members if necessary. It was felt that the age bracket to complete the questionnaire should start at 16 as by the time it goes to referendum, those who completed would actually be old enough to vote. A separate children's questionnaire will also be prepared shortly.

JB said he would ask TC, who may have had experience in dealing with questionnaires, his views on consultations on-line.

Members of the Group went through each of the questions on the draft to date and JB agreed to update as necessary and it was agreed to fetch the next meeting date forward to give more time to finalise the questionnaire. Next meeting date – Tuesday 7 February.

#### **60. Facebook/Website**

SH said that the website was up to date and she would add something to FB to the effect that the steering group were busy producing the questionnaire.

#### **61. Items for next Agenda**

Agreement to final Questionnaire

#### **62. Date of Next Meetings**

7 February, 21 February and 21 March

Meeting Ended: 9:35 pm

Signed:..........

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Dated:.....1st March 2017.....