

BROOMFIELD PARISH COUNCIL

**Minutes of the Meeting of Broomfield Parish Council
Wednesday 19th December 2018 in the Village Hall, Main Road, Broomfield.**

18/117	<p>Members attending</p> <p>Chairman Cllr Barnes</p> <p>Councillors Cllrs Blake, Daden, Jones, Hubble, , Matthews, Mercer, Steed, Thomson, Faulds. (from 18/118).</p> <p>Also present The Clerk, two members of the public.</p> <p>Resolved. Apologies were accepted from Cllr Garwood, Howell, Fletcher. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.</p>
18/118	<p>Co-option of Councillor</p> <p>Following consideration of the submitted CV and a brief discussion it was agreed to co-opt Angela Faulds to the Parish Council.</p> <p>Angela Faulds was nominated by Cllr Barnes seconded by Cllr Steed. The nomination was accepted unanimously. The Declaration of Acceptance was signed and countersigned in the presence of the Clerk.</p>
18/119	<p>To approve the minutes of Broomfield Parish Council's Meeting 21st November 2018.</p> <p>Resolved. The minutes of Full Council Meeting held on 21st November 2018 are accepted as a true record. Proposed Cllr Barnes seconded by Cllr Mercer and carried unanimously.</p> <p>Cllr Blake noted that proposals to purchase any areas of land should be withdrawn as there could be a perceived conflict of interest while the neighbourhood plan is under preparation as it could appear that the council is attempting to artificially depress the value of a site. When the neighbourhood plan goes ahead, sites outside the settlement area, or critical drainage areas would be unlikely to be developed so matter may be reconsidered after the plan is adopted.</p>
18/120	<p>To receive any Declaration of Interest from Councillors.</p> <p>There were no declarations of interest.</p>
18/121	<p>Public Question Time.</p> <p>A resident wished to note that his original statement at the November meeting should have read "A resident reported on conversations with residents who had consistently misunderstood the assertions made by the Cottage Gardeners concerning the barn and the potential purchase of a vehicle."</p> <p>The council was asked that recoded votes should be taken where non-pecuniary interests are involved, so the residents could see how councillors voted where they have an interest in the matter under debate.</p>

	<p>The council was asked if it had a view on the storage of equipment that was not related to the purpose of allotment management as it is known that some unrelated items are being stored which would have an effect on the rateable value.</p> <p>The Council was asked about progress toward purchase of a vehicle.</p> <p>A concerned resident challenged the decision to let the barn for a nominal sum and expressed disappointment that this rental was inconsistent with the terms under which the Village Hall Charity let its hall.</p>
18/122	Cllr Aldridge was unable to attend.
18/123	Cllr Knight was unable to attend.
18/124	<p>To note financial reports for November 2018.</p> <p>The Council approved the bank statement and reconciliation for November 2018.</p> <p>The Council noted the cashbook, income and expenditure for November 2018.</p> <p>The Council noted the payroll for November 2018.</p> <p>Resolved: The Committee approves the financial records for November 2018 noting the closing balance of £112,994.83. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.</p>
18/125	<p>Budget</p> <p>To approve the draft budget</p> <p>Resolved. The Council approves the sum of £142,100 total for the budget as published, confirming that there will be no increase in the precept demand per household. Proposed Cllr Jones seconded Cllr Hubble and carried unanimously.</p>
18/126	<p>Precept.</p> <p>Based on the agreed budget and using the published tax base of 2,362.32 the council will set its precept for 2019-2020</p> <p>Resolved. The Council approves a precept demand of £131,014.26 representing an unchanged band D equivalent of £55.46. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.</p>
18/127	<p>Correspondence.</p> <p>The Council noted comments from a concerned resident about occupancy of the barn</p> <p>The Council noted a request from Bloor Homes for meeting which will be addressed after the Examination in Public has concluded.</p> <p>Consultations</p> <p>Essex Highways service delivery.</p> <p>Cllr Mercer requested that the council obtain feedback from the previous survey.</p> <p>The Fire and Rescue Plan was noted.</p> <p>Libraries service consultation.</p>

	The Clerk will establish whether the questions for organisations are available in print, obtain a print version and convene a date for councillors to complete the questions collectively.
18/128	<p>Purchase of Defibrillator.</p> <p>To note that the application for Community Infrastructure funding was unsuccessful.</p> <p>Resolved. The Council will purchase and install a defibrillator at the Village Hall at a cost of £2,897 with funds being withdrawn from general reserve. Proposed Cllr Barnes seconded Cllr Steed and carried unanimously.</p> <p>The Council thanked Rebecca O’Mahony for her continuing her work in making this possible.</p>
18/129	<p>Clerk’s report.</p> <p>The National Association of Local Councils have been asked for advice on the legality of the City Council’s policy on redacting planning application comments. In the meantime it was agreed that public comments be requested individually so that they could be taken into account by the Planning Committee.</p>
18/130	<p>To receive the external auditor’s report if available.</p> <p>The Council noted that the report is now three months overdue. The external auditor has raised a concern that the shared payroll system implies that the Council is paying Village Hall payroll and that VAT was not correctly accounted. The Clerk has provided additional information that confirmed the accounts are as stated.</p>
18/131	To note minutes from the following Committees:
131.1.	Finance Committee. No meeting.
131.2.	<p>Broomfield Village Hall Committee.</p> <p>The Council noted the resignation of Katheryn Cameron and thanked her for her hard work and dedication over the years and extended their best wished for the future.</p> <p>The post will not be replaced as the work will be reallocated to current staff.</p> <p>Cllr Jones reported that the committee has secured another £10k from the community infrastructure fund.</p>
131.3.	<p>Village Amenities Committee.</p> <p>The minutes were noted</p>
131.4.	<p>Property & Planning Committee.</p> <p>To consider applications submitted too late for consideration at last meeting.</p> <p>18/01933/FUL Address: 72 School Lane Broomfield Chelmsford Essex Description of works: Single storey side and rear extension with a flat roof over with roof lantern</p>

	<p style="text-align: center;">No Objection</p> <p>18/01955/FUL 353 Broomfield Road Chelmsford CM1 4DX</p> <p>Proposed single storey rear extension and two storey side extension with loft conversion. Two dormer windows to the front and 3 dormer windows to the rear. Additional canopy to the front.</p> <p style="text-align: center;">No Objection</p> <p>Resolved. The Council will make no comment on either application. Proposed Cllr Blake seconded Cllr Thomson and carried unanimously.</p> <p>The Local Plan Examination is underway and the Council awaits the decision, noting that there has already been a 75 % reduction in the number of houses allocated to the parish.</p> <p>The Council thanked Cllr Blake for his work in delivering a comprehensive and detailed submission to the examination.</p>
131.5.	<p>Broomfield Times working group.</p> <p>The Council noted the publication of the Winter edition of the magazine and thanked Cllr Matthews for its successful completion.</p>
18/132	<p>To receive reports from Representatives to outside bodies/charities.</p> <p>The Council noted the appointment of Cllr Daden as the representative for the Chelmsford Parishes to the Local Highways Panel.</p>
18/133	<p>The Council noted the parking enforcement figures for November 2018.</p> <p>Streets visited: Church Avenue, Constance Close, Court Road, Erick Avenue, Gernon Close, Main Road, Mandeville Way, Moran Avenue, Nash Drive, Roselawn Fields and Warren Close.</p> <p>13 Visits to location, 46 total visits to all streets in location 23 Observations made, 10 PCN's issued.</p>
18/134	<p>Potential future uses of the library.</p> <p>As no information has been provided as yet, the Clerk will invite Cllr Aldridge to discuss the matter in January.</p>
18/135	<p>Broomfield Place.</p> <p>To appoint a Working Group and agree terms of reference following decision 18/76.</p> <p>As the initial meeting was held by Cllrs Barnes, Blake and Daden, it was agreed that they would form the working group and monitor the decisions made at the initial meeting 19th September and continue to develop ideas with County Council. It was agreed that this work needs to be closely linked to the neighbourhood plan. It was also noted that there are other pieces of land like the Library site and Bridgemarsh Care Home that may be of value and should be considered as part of the communities assets.</p>

	<p>Resolved. The Council approves the terms of reference and appoints Cllr Daden to chair and Cllrs Blake, Hubble and Faulds to participate. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.</p>
18/136	<p>To note progress on the provision of a village fun day 2019</p> <p>Following a discussion with other organisations in the parish, there was no clear consensus on what sort of event would be required. As an alternative, it was suggested that there could be an evening cinema event.</p> <p>Resolved. The Council will investigate running an open-air cinema event in 2019. Proposed Cllr Barnes seconded Cllr Daden and carried unanimously.</p>
18/137	<p>Date of next meeting and items for next agenda</p> <p>Wednesday 20th February</p> <p>Road safety. With invitation extended to representative from highways and safer roads scheme.</p> <p>Frequency of meetings.</p> <p style="text-align: center;">Meeting Closed 9.00 p.m.</p>